

**Pembrey and Burry Port Town Council**  
**Major Projects Sub Committee meeting**

**10am Friday 28<sup>th</sup> May 2021**  
**10yb Dydd Gwener 28<sup>ain</sup> Mai 2021**

**This meeting was held via video conference under the Local Authorities (Coronavirus) (Meetings) (Wales) 2020**

**Present: Cllrs Peter Freeman, Karen Morris, David Owens (Chair), Moira Thomas (arr 10.10am) and Bob Walpole.**

**In attendance: Huw Thomas (Clerk and Responsible Finance Officer), Paul Mann (Cemetery and Facilities Superintendent), Kevin Williams (Projects Manager) and Ed Davies (Admin Assistant – Minute taker)**

**10am to 11am**

In the absence of a Chair the Clerk/RFO introduced the meeting and invited members to nominate their Chair.

Cllr Karen Morris **PROPOSED**, seconded by Cllr Bob Walpole that Cllr David Owens be nominated Chair. **RESOLVED**.

Cllr David Owens chaired the meeting

**1. To receive apologies for absence.**

Apologies had been received from Cllr Hugh Shepardson and Michael Theodoulou.

**2. To receive members' declarations of interest.**

None were declared.

**3. To consider revised quotations received for Pembrey Memorial Hall roofing works.**

Members received an update on the situation from the Projects Manager, including details of products and methodologies for delivering the roofing works. It was noted that their recommendations could have implications for the proposed heating system improvements and ongoing utility costs for the building. Members discussed the matter and revised quotes and costings in detail. It was noted that a clarification would be required from the next Town Council meeting on the delegated authorities of this sub-Committee.

Cllr Moira Thomas arrived at 10.10am.

Cllr David Owens **PROPOSED**, seconded by Cllr Karen Morris to accept the recommendations of the Projects Manager as set out below and to recommend to both the

Facilities and Assets Committee and the Finance, Governance and Personnel Committee to accept:

- To alter the project specification to install the higher quality tile product on the roof.
- To accept the delay this caused to the work schedule.
- To accept and approve the increased costs for materials.
- To instruct the Quantity Surveyor working with the Council on other projects to produce a project specification which includes insulation, that complies with building regulations.

**RESOLVED.**

Meeting ended 11.00am