

## SESSIONS HOUSE MANAGEMENT

**Meeting of the Session House Committee held on**  
**Wednesday 4<sup>th</sup> March 2026 5pm**  
**at The Sessions House**

### **MINUTES**

#### **Present:**

Chair: Cllr K. Peacock,  
Cllr D. Richards, Cllr M. Howells, Cllr G. Howells, Cllr A. Snelgrove, Cllr D. Harrison,  
RFO Damian Nash,  
Clerk Angela Morgan.

**1. To receive apologies**

Cllr A. Ivin (arrived 20 minutes in)

**2. Declaration of Interest**

None

**3. To approve the minutes of the meeting held on 4<sup>th</sup> February 2026.**

Approved

**4. Matters arising from the meeting held on 4<sup>th</sup> February 2026.**

None

**5. To receive an update on Safety Checks within Sessions House**

- **Asbestos update**

CASA quote - £2,190.00 + VAT

**ACTION:** another quote to be obtained - Cllr A. Ivin

- **Roof & water ingress**

Awaiting assessment and quote from HG Edwards, Lewis attended on 13<sup>th</sup> March. The other company recommended by Amanada Neeham do not do repairs. Attempt to gain 3 quotes has been achieved.

- **Heating – Radiators & Boilers**

Awaiting quote for radiator valves from Phoenix

- **Security Checks**

Triple G Security completed takeover from Churches on 26<sup>th</sup> March.

80% of security lighting did not pass recommended standard. Luke to send report and quote for replacements.

## **Maintenance Report**

Right corridor toilet: Towel dispenser has been fixed to the wall and dripping tap fixed.

Kitchen hot water tap: water filter replaced.

- **Decorating**

Stuart Galletley has offered to pay for the decorating of the library as a thank you on behalf of all the council have done for Roger over the years.

**ACTION:** Clerk to contact HMPS re painting other rooms

## **6. Wall at front of building**

Harry Gibson can do repairs but cannot mould new pillars; 2 are needed.

He sourced replacements but they are slightly different

He recommended a company that can do molded replacements.

**ACTION:** Clerk to contact Harry for a quote

## **7. Car Parking**

A report has been received that on u3a Bridge days, the rear carpark is full and some cars have mounted the kerb to park on the grass verge outside the boundary wall. The latter is an issue for MCC.

**ACTION:** Clerk to write to groups about respectful parking, consideration around disabled spaces and need to drive with care at front of building

## **8. To receive an update on Sessions House Business.**

- **Events**

Roger's Memorial was held on Sunday 8<sup>th</sup> February. Stuart Galletley has thanked Diane for all the town has done over the years and has offered to pay for the library to be redecorated.

Wednesday 25<sup>th</sup> March - Usk Civic Society Lecture: Tim Ryan - The History of the Severn River Ferries

Friday 27<sup>th</sup> March – HMPS Awards and Celebrations

- **Bookings**

Weddings: 9<sup>th</sup> May, 29<sup>th</sup> May, 6<sup>th</sup> June (possible on 10<sup>th</sup> June and another in July)

## **9. Cottage**

- Triple G have removed the alarm/fire signal box from the landing. An electrician will need to remove the power source.

**ACTION:** Clerk to arrange for Rob Organ to remove power source

- Wall in corner of lounge is still very damp and is mouldy; Roy has fixed the downpipe issue

Wales & West report/quote received to install new gas supply and meter.

**ACTION:** Clerk to arrange site visit with Wales & West.

- National Grid have not yet replied.
- Cleaning of the cottage to be left until all works are completed and cottage is ready for rental

## **10. Matters of Information**

Invitation to Cadw Open Doors 2026 will be Saturday 10<sup>th</sup> September 10am - 4pm

Mayoral chains were discussed – chains are missing last f5 mayors due to lack of space.

**ACTION:** Investigate options around retiring chains and buying/commissioning a new one

Dedicated Areas for displaying items within Sessions House were discussed

- Graben
- Usk in Bloom
- Councillor photos

**ACTION:** Trustees of Mather Jackson photo to be rehung in Library

## **11. Correspondence**

Email of thanks from Save the River Usk

**Next meeting: Wednesday 8<sup>th</sup> April 2026 5pm**