

SESSIONS HOUSE MANAGEMENT

Meeting of the Session House Committee held on Wednesday 3rd June 2026 at The Sessions House

Agenda

Present:

Chair: Cllr K. Peacock

Cllrs A. Ivin, D. Harrison, A. Snelgrove, D. Richards, M. Howells

Cllr G. Howells arrived at 17:40

RFO: D. Nash

Clerk: A. Morgan

1. To appoint a chair

Kay Peacock was nominated and seconded and accepted the role

2. To receive apologies

None

3. Declaration of Interest

None

4. To approve the minutes of the meeting held on 6th May 2026

Approved

5. Matters arising from the meeting held on 6th May 2026

Wall outside: insurance company representing the gentleman that knocked the wall requested photographic evidence.

6. To receive an update on Safety Checks within Sessions House

- **Asbestos update**

Dave Turner is to give a quote, Cllr Ivin to supply contact details of another firm.

- **Roof & water ingress**

Still waiting on Taliesin

- **Heating – Radiators & Boilers**

Phoenix Aircon – Lyn is going to check with this engineer and get back soon

- **Security Lighting**

Quote from Triple G – **£760.00**

Committee decided to agree this, finance to confirm

- **Alarm update**

Keyholder councillors given the incoming call alert number.

- **Tunnel leak**

Dave Turner to visit to review the situation

7. Painting update

New team from prison coming in the next few weeks
Library to be painted by Paul Webb, awaiting date

8. Room 2 improvements

Floor repaired and joists treated, four floor vents added: Invoice received **£1488 inc. VAT**

9. Office rental applications

Room 2

Chiropractor - Room rental is in Band B which is for office use not medical practice
Committee turned down application

Room 6

Academic - Committee turned down application

ACTION: Send 'Offices to Let' advertisement to The Diary for publication

ACTION: Send advertisement to Damian and other organisations

10. Gardens and Planting

Pedestals at front need potting up – Cllrs Peacock and M. Howells volunteered

11. To receive an update on Sessions House Business.

- **Events**

- Fri 3rd July – Monmouthshire prizegiving
- Sat & Sun 4th & 5th July Choral Festival (keyholder: Cllr M. Howells)
- July 10th – Usk in Bloom Judging

- **Bookings**

- Sat 6th June – Wedding (keyholder: Clerk to be in attendance with Cllr D Richards attending later)
- Sat 13th June – Catherine Fookes Surgery – not to be advertised or included in minutes (keyholder: Cllr D. Richards)

12. Cottage

- **Windows**

Both kitchen and bedroom windows fixed
Invoice of **£2383.34 inc. VAT**

- **Change of use**

Heritage have been contacted but not replied

ACTION: Contact Planning

13. Matters of Information

Overhanging Trees to the prison at the rear of the Sessions House. HMPS have requested they are cut back.

ACTION: contact Nick Keyse to confirm ownership of land

John Frost Play on 19th September – committee discussed charges £30/hr with a raffle and drinks for Mayor's Appeal

14. Correspondence

None

Next meeting: Wednesday 8th July 2026 5pm