

SESSIONS HOUSE MANAGEMENT COMMITTEE

Meeting held at The Sessions House on
Wednesday 7th October 2026 5pm


Town Clerk

MINUTES

Present:

Chair: Cllr K. Peacock

Cllr M. Howells, Cllr G. Howells, Cllr A. Ivin, Cllr D. Richards, Cllr D. Harrison

RFO: D. Nash

Clerk: A. Morgan

1. To receive apologies

None

2. Declaration of Interest

None

3. To approve the minutes of the meeting held on 9th September 2026

Approved

4. Matters arising from the meeting held on 9th September 2026

Men's Toilets query – Cistern has been fixed; floor is still spongy will need attention

Asbestos Update No work started, waiting for quote

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

All fine – men's toilet floor to be investigated

ACTION: Clerk to contact trades to assess

6. To receive an update on Sessions House Business.

- Painting Update – rear corridor toilet is painted, corridor to be finished in white
- Plasterer - due to visit to assess the plaster – lime or other
ACTION: Clerk to check Listings for internal instruction
- Office rental update – Room 6 is now occupied, Room2 occupant to return signed notice and agreement.
ACTION: Invoice of deposit and 1st month to be sent

- Events

Successful recent events held at sessions were Cadw Open Doors (Chair thanked volunteers) and Cymanfa Ganu, the Welsh Singing Festival which raised £250.00 for the Mayor's Appeal.

Upcoming Events:

- 11th Oct – Chamber Orchestra
- 23rd Oct – Wedding
- 30th Oct – Mayor's Cheese and Cider Fundraising Evening
- 31st Oct – Flanders & Swann
- 13th Nov & 13th Dec – Gwent Young Farmers Event
- 12th Dec - Wedding
- Bookings – Weddings x3
- Kitchens – waiting for quotes from 3 tradespeople

7. Cottage

- Utilities

Gas: new submeter fitted and new supply through cottage wall

Electricity: 2 quotes to be queried

- Preparation for Rental -

Deep clean and clean windows internally, lounge to be painted.

Garden to be cleared of weeds

ACTION: Clerk to contact Issy, gardener and Steph, keyholder

ACTION: obtain prices for new boiler and cooker

8. Matters of Information

Weddings: no drone use unless permission given by prison, biodegradable confetti only, outside use only.

9. Correspondence

None

Next meeting: Wednesday 4th November 2026 5pm