

**MENAI BRIDGE TOWN COUNCIL  
WORKING GROUP MEETING HELD ON THE  
24 SEPTEMBER 2020 AT 7.00 PM VIA ZOOM**

**PRESENT:** Councillor W Love, Chairman, Councillor H Hunt, Councillor E Fisk,  
Councillor D Owen, Councillor K Moran, Councillor R Williams,  
Councillor Sonia Williams

OFFICER: Mrs W Faulkner, Town Clerk

**APOLOGIES:** Councillor Hefin Jones, Vice-Chairman

~~~~~

At its meeting on the 18 June 2020 members of the Council resolved for a Working Group consisting of the Land and Buildings Committee Members, Councillor Robin Williams and Councillor Sonia Williams to meet to discuss a more formal 'Licence to Occupy' also to discuss the refurbishment of the Pavilion and report back to Council.

**01.20 Welcome and Apologies**

The Chairman welcomed all to the meeting.

The Chairman reported on the numerous e-mails that are still being sent by the Secretary of the bowling club also reported that while on the telephone with the Town Clerk earlier that day; he heard a resident/member of the bowling club publicly raising his voice at the town clerk in relation to ongoing bowling club issues...whilst standing outside the office. This kind of behaviour is unacceptable. The Chairman requested the Chair of Personnel to discuss this further with the Town Clerk.

**02.20 Clearance of the Pavilion building**

As originally instructed, letter dated 7 August 2020 to empty the Pavilion still stands. Members resolved not to meet up with the bowling club to discuss the inventory due to COVID-19. The bowling club reported in the meeting held on the 27 August 2020 that they would sell the kitchen equipment. All other inventory belonging to the club e.g. bowls should be stored in a safe place while refurbishment is carried out to the Pavilion.

**03.20 Submitting application for Dale Street Trust grant**

It was agreed to submit an application for grant funding once a quote for the work is known.

**04.20 Pavilion Booking System**

It was agreed to look into an electronic booking system for use of the Pavilion.

**05.20 Access to the Pavilion (Combination Key Safe)**

It was agreed to look into a combination key safe for the Pavilion building. The bowling club will be informed when the town council intend changing the locks.

**06.20 Toilet at the Bowling Green**

It was agreed to investigate the possibility of installing toilets at the Pavilion store.

**07.20 Licence Fee**

With the additional day requested from the bowling club (Wednesday) the licence fee will be increased to £780.00 also an extra £10.00 will be charged for any additional bookings requested. The club have now requested three days ....Monday, Tuesday and Wednesday from 12.00 pm until 10.00 pm. Between the months of March and September.

08.20 Communication from the bowling club secretary

When members receive e-mails from the secretary of the bowling club it was agreed to respond by acknowledging and informing the sender that the e-mail has been forwarded to the Town Clerk to action or bring to the attention of the Council.

Other communications received from outside organisations in relation to ongoing issues between the town council and the bowling club were noted. The e-mails have been forwarded electronically to all members of the Council, for information. No further action required.

09.20 Licence to Occupy

It was agreed that the licensor (Bowling Club) will not sign the licence to occupy before February 2021.

010.20 Lawn maintenance

Lawn maintenance is the responsibility of the Town Council to arrange with the groundsman. To avoid any misunderstanding the bowling club Secretary should refrain from contacting the grounds maintenance person regarding the bowling green lawn. This has caused misunderstandings and incorrect information being shared during 2020.

RECOMMENDATION: Council to approve all the above.