

**LLANTWIT FARDRE COMMUNITY COUNCIL
CYNGOR CYMUNED LLANILLTUD FAERDREF**



COUNCIL

27TH NOVEMBER, 2023

REPORT OF THE CLERK

1. QUOTES FOR SUPPLY AND FIT OF ROLLER SHUTTERS – TY ILLTUD

- 1.1 Members may recall that at the Extraordinary Meeting of the Council held on the 4th October, 2023, it was agreed to undertake the necessary works at Ty Illtud to enable the relocation of staff from the current office at the rear of Carnegie Parish Hall to operate from this premises. One of the tasks was the installation of a new window.
- 1.2 A new window has been installed at one of the proposed offices at a cost of £570 (inc.VAT). The fitting of this new window will result in the external grid having to be removed in order to allow the window to open once the staff are in occupation. Thereby leaving the building susceptible to vandalism.
- 1.3 Currently the front doors and the fire exit door at the rear of the property are secured with roller shutters. These shutters are very old and necessitates the staff to stand on a ledge to close them.
- 1.4 It is therefore proposed that electric shutters be installed for both doors and the new window thus making the building more secure and safer to use by the staff.
- 1.5 Quotes have been sought from three Companies as shown below:-
- | | |
|-----------|-----------|
| Company A | £2,293.75 |
| Company B | £2,750.00 |
| Company C | £2,300.00 |
- 1.6 In addition to the above quotes, fused spurs would need by fitted for each shutter by a qualified electrician at an approximate cost of £180 each.

2. RECOMMENDATIONS

Members are requested:-

- 2.1 To agree to the installation of externally fitted electric roller shutters at Ty Illtud;
- 2.2 to agree to one of the quotes as shown at paragraph 1.5 of the report;
- 2.3 to agree to the cost of fused spurs to be fitted for each shutter at an approximate cost of £180 each.