

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



COUNCIL

29th January 2024

REPORT OF THE CLERK

1. REQUEST OF THE LEASEHOLDER TO UNDERTAKE WORKS AT THE FORMER COMMUNITY COUNCIL OFFICE (REAR OF THE CARNEGIE PARISH HALL, MAIN ROAD CHURCH VILLAGE)

- 1.1 Members will be aware that as from the 2nd January 2024 the leasing of the Community Council Office, (rear of Parish Hall, Main Road Church Village) has commenced.
- 1.2 The Clerk has received a request from the leaseholder seeking permission to construct two counselling rooms from what was the Clerk's office. The leaseholder would like to arrange for a builder to quote for the building works and any plans drawn up will be submitted to the Council for approval. If Members agree to the work being carried out the leaseholder would cover all costs.
- 1.3 The leaseholder has also enquired about signage in the front garden of the Carnegie Parish Hall and at the entry to the office building. It was also asked if Council would object to the removal of the gates to the office and replace these with roller shutters, again all cost would be covered by the leaseholder.
- 1.4 The leaseholder asked whether it would be possible to use or rent an additional space to use as a counselling on the following days:
 - Wednesday evening 4.30pm to 8.00pm
 - Thursday evening 5pm – 8.00pm
 - Friday daytime 10am – 1pm

This would be temporary subject to the agreement of Member allowing the works. to be carried out.

2. RECOMMENDATIONS

Members are requested to: -

- 2.1 Consider whether to agree to give permission to the leaseholder for the construct of two counselling rooms as set out in paragraph 1.2 of the report:
- 2.2 consider whether to agree the request at 1.3 of the report;
- 2.3. if in agreement with 2.1 and 2.2 of the report, Members are to note that the cost of the work would be fully funded by the leaseholder:
- 2.4 whether to agree to the use or rent of an additional room until the agreed work is completed.

