

# Cyfeillion Cadw Tremadog

Registered Charity no. 1006196

Limited Liability Company registered in Britain no. 2660688

*Meeting of the Governing Body 20/06/16*

## Present

Dewi Williams (Chair)

Bethan Rees Jones,

Elsbeth Thomas

Jane Johnson

Lyn Jones (latter part of meeting)

- 1) **Apologies** Gareth Hughes (abroad); Aled Griffith (another engagement); Alwyn Gruffydd, Councillor (another meeting).
- 2) **Minutes** of 17/11/15 were read. *Proposed:* Bethan Rees Jones *Seconded:* Jane Johnson
- 3) **Matters Arising:**
  - i) re item 3 Smokers' Bin: Deferred, due to more urgent matters (uncertainty about the extension of the tenancy by the current tenants)
  - ii) re item discussed at AGM Redesign of website: Deferred, ditto
- 4) **Filing of accounts** The secretary reported that accounts were filed with Companies House on 22 April 2016. Annual Return was made to Charity Commission on 14 June 2016.
- 5) **Church Property: Landlord's duties.** The secretary ran through the items of regular servicing and safety checks, reporting that additional expense was caused this spring by having to call out Smiths, who maintain the clock and bell, as the clock face was showing several hours behind the bell chime. This may have been caused by an electrical surge or lightning. It was re-set.

In addition to normal servicing and safety testing in the coming year will be

- i) When the lightning protection system company attend to test the system, they will also reconnect one part of the roof harness that is not well connected to the gutter on the south side. This work is to be timed to coincide with the roof repairs and overhaul and repainting of rainwater goods.
  - ii) Installation of the security door to the rear porch. This work has now been confirmed to Ian Lester.
  - iii) Roof repair, including the overhaul and repainting of the rainwater goods, the handrail of the external steps, and the external timber doors. (*see next item*)
- 6) **Decision on repairing** all or half the **roof** this year: Trustees considered a report (*attached*) setting out the method by which FV had obtained costs. She noted that the roof was reslated in the late 1950s or early 1960s. At the time of the major repairs in 2005/2006, there was insufficient budget to strip and reslate entirely, so the zinc valleys and abutment flashings were replaced with lead, and the whole roof was repaired using Gripfix. In the years since, several local repairs have been required after storms have ripped out the chimney flue, pulled up a verge, etc. These have been carried out by Stormflex from Blaenau Ffestiniog, now renamed as The Original Roofing Company Ltd. Their adhesive method is reversible and does not seal the roof (which would increase the risk of rot); it saves the slates by keeping them on the roof; it avoids the high cost of the full scaffold required for a strip-and re-slate. But it is unlikely to last in excess of 18-20 years. However, the trust is required to repair the roof by the insurers, and does not have the accumulated reserves to pay for a full strip and reslate. FV tabled three

spreadsheets, (*attached*) one showing annual costs since 2006/2007 averaging at £7,650; and two cashflow forecasts, one showing repairing the whole roof this year; and one showing deferring the repair of the north side until 2017. Taking into account the uncertainty about future letting of the building, FV recommended that the reserves permit that the whole roof should be repaired this year. This will ensure that the building is safeguarded before the request by the current tenant that the trust take on the cost of grass-cutting begin to reduce the speed with which reserves rebuild. **Trustees agreed, and authorised FV to accept the quotation from The Original Roofing Company to repair the whole roof, overhaul RWGs and paint these, the external steps handrail and the external wooden doors.**

- 7) **Garden development.** The secretary reported that, despite approaching 5 contractors, only one submitted a tender. In the light of the uncertainty about the extension of the tenancy by the current tenants, she has not pursued this. She proposed asking the contractor if he would carry out one item within the tendered work (for the opening up and checking/repairing of the rainwater drains on the south side of the church), at the tendered price. **Trustees authorised FV to make this enquiry.**
- 8) **Lease Variations:** The current tenants, Cartrefi Cymru, have received confirmation of funding from Gwynedd Council that will permit them to extend the lease by one year, when it expires in early October 2016. They report that the broadband connection is very poor; that the building costs more to heat than their Bangor office which is twice as large; and that it costs about £1,000 a year for them to get the grass cut. They further report that the revised quotation from BT for supplying a Superfast connection is £6,000, which neither they nor the Trust can afford. BT is scheduling to provide fibre optic connection to the whole village in 2017, so a new connection now will not be pursued. The trust cannot further improve the energy efficiency of the building as it is Listed, has metal windows, solid stone window surrounds, thin insulation fitted internally to the walls and into the roof. However, both boilers are condensing and regularly maintained, and heating control is by thermostat and timeclock. Trustees welcomed the request to extend the lease by 1 year and agreed that the trust will take on the cost (or the task) of getting the grass cut when the present lease expires. **FV was authorised to contact Cartrefi Cymru and prepare a 1 –year revised version of the lease.**
- 9) **Property insurance.** Trustees considered a report (*attached*). The insurer's surveyor has recommended an increase to the amount covered, to ensure rebuilding costs are adequate. **Agreed**  
He also required the repair of the roof. **In hand**  
He recommended a fence be erected and warning signs displayed around the short length of **ditch** in the corner of the church site. FV replied that the matter has been considered from time to time but the current practice (see report) is considered adequate protection and deterrent. The surveyor has responded that they will consider a full Risk Assessment. FV has approached Gwynedd Council, to ask for their Risk Assessment. (*Note: Subsequent response from Gwynedd Council says the ditches are the responsibility of Natural Resources Wales. FV will contact them.*)
- 10) **Open Day 2 July.** FV unable to be present. Craft people will want to be in the building all day. Bethan Rees Jones will get the key from Jane Johnson, and open up. Elsbeth Thomas and Jane Johnson can help until 3.30. Dewi Williams can be there in the morning from 9.00 onwards. Elsbeth will bring booklets etc. **FV to check with Cartrefi Cymru if they want to have a stall also.**
- 11) Date and time of next meeting: **September**, FV to arrange and confirm.