

CYNGOR CYMUNED DINAS POWYS COMMUNITY COUNCIL

Extraordinary Meeting of Halls Committee
Old Library
Tuesday, 17 February 2026 – 12.30pm
Minutes of Meeting

Register of Members present:

Cllr J Fanshaw (Chair)
Cllr A Asbrey
Cllr D Evans

Cllr Colin Asbrey
Cllr S Griffiths
Cllr J Cowpe

1. Apologies for Absence

Cllrs M Hartrey, L Stevens & Cllr C Mirza-Davies

2. Declaration of Interests

Cllr J Fanshaw (Chair) and Cllr J Cowpe declared an interest in Item 3

3. To consider reviewing the Hall Hire rates

Following a discussion it was **RESOLVED TO AGREE to RECOMMEND** to Full Council an increase in the Hall Hire fees as set out in the attached document on page 2.

4. Any Items which the Chair feels are of an urgent nature

There were no items the Chair felt were of an urgent nature.

5. Any Items members which to bring to the attention of Committee

a. Door leading onto Stage from Old Library

Cllr A Asbrey congratulated the Maintenance Manager on transforming the door.

b. Large plant pot from Brynawel Garden Centre

Cllr D Evans advised members that Brynawel Garden Centre as closing down and selling off their large planters for £125. A pump forklift, transport and man power will be necessary to help with transporting it to the patio area outside the Lee Hall.

Action: Clerk to investigate logistics

c. Parish Hall Roof

Cllr D Evans suggested the Council make a start in getting the word out about the roof via social media and the need for setting up a separate bank account for potential donations made towards the roof. Chair advised this matter for setting up a bank account will be added to the next Finance & GP Committee Agenda

Date of Next Meeting – 7 April 2026

Signed:

Date:

PROPOSED HALL HIRE FEES – AS OF 1ST APRIL 2026

WEDDINGS

Wedding Reception - Exclusive Use of all Halls (Parish Hall, Lee Hall & Garden and Old Library) To avoid clashes with other bookings, all areas must be hired on the day of the Wedding Reception	£2,150.00
PARISH HALL & OLD LIBRARY - Set up & Clear Up Charges	
Day Before* Set up - Full Day - from 9 am (based on 12 hr Day)	£380.00
Day Before* Set up - Half Day from 2pm	£300.00
Day After* Clear up until 1pm (minimum 4 hours)	£140.00
LEE HALL - Set up & Clear Up Charges	
Day Before* Full Day - before Wedding reception - from 9 am (based on 12 hr Day)	£320.00
Day Before* Half Day before wedding from 2pm (based on 6 hours)	£160.00
Note: Lee Hall must be cleaned and cleared on Saturday evening as the Hall will be in use at 9am Sunday morning	
£200.00 cleaning deposit required	

FAMILY PARTIES

PARISH HALL & OLD LIBRARY	
All day including set up and clear up (based on 12 hour day)	£380.00
6 hours including set up and clear up (from 6pm for 6 hours)	£200.00
LEE HALL & GARDEN	
All day including set up and clear up (based on 12 hour day)	£312.00
6 hours including set up and clear up (from 6pm for 6 hours)	£160.00
£200.00 cleaning deposit required	

CHILDRENS PARTIES (permitted up until 6pm)

PARISH HALL (3-hour slot - includes set up & clear up) - up to the age of 11 years	£70.00
LEE HALL & Garden (3-hour slot (includes set up & clear up)	£50.00
£50.00 cleaning deposit required	

CHRISTENING, BABY SHOWERS & FUNERAL WAKES (permitted up until 6pm)

PARISH HALL (4 hour slot. Includes set up and clear up)	£126
LEE HALL & Garden (3-hour slot (includes set up & clear up)	£104
£50.00 cleaning deposit required	

HALL HIRE FEES FOR GENERAL ACTIVITY CLASSES

Minimum hire 1 hour in blocks of 30 minutes thereafter (no additional 15 minutes)

Venue	Commercial/ Regular	Commercial / Occasional	Not for profit	Community Events
Parish Hall	£20	£32	£19	£14
Old Library	£11	£20	£10	£8
Lee Hall	£16	£26	£15	£11

ITEMS FOR HIRE

Projector and screen	£20
Sound and lights - Commercial Events	£55
Sound and lights - Community Events	£32
Portable PA System	£11
Wine chiller x3	£30
Stage extension - for commercial & community events	£20

DRAFT