

## PORTSKEWETT COMMUNITY COUNCIL

Clerk to the Council: Mrs B Young

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9th January 2026

### **EXTRAORDINARY MEETING OF THE COMMUNITY COUNCIL**

Councillors,

You are hereby given notice that an extraordinary meeting of Portskewett Community Council will be held on **Thursday 15th January at 1.00 pm at 26 Main Road, Portskewett**. All members of the Council are summoned to attend for the purpose of transacting the business as set out below. Any members of the Council wishing to join the meeting remotely should contact the clerk.

*Mrs B Young*  
Clerk to the Council

### **A G E N D A**

#### **1. Sign the Attendance Book**

#### **2. Apologies for Absence**

#### **3. Declarations of Interest**

#### **4. Sudbrook Camp and Chapel**

- a. To consider information from Cadw.
- b. To determine acceptance of the grant offer of funding for Ancient Monument MM048.
- c. To determine award of contract for Building Conservation Services as requested to RIBA work stage 3.
- d. To determine award of contract for the review and updating of project costs.
- e. To determine the award of contract for the preparation of a structural report with costed repair recommendations for budget costing purpose.
- f. To determine the award of contract for preparing the Building Record/Photogrammetric Survey prior to the commencement of the works.
- g. To determine the award of contract for the preparation of a Preliminary Ecological Appraisal, Searches of Records, Reporting and Disbursements.

*Beverly Young* Clerk

*[Signature]* Chair

Date: 9th January 2026