

BARGOED TOWN COUNCIL

Mrs Laura Tams B.A (Hons)
Town Clerk
Town Hall
Hanbury Road
Bargoed
CF81 8XF



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To the Mayor and Members of
Bargoed Town Council.

2nd June 2017

Dear Councillor,

The next meeting of the council will be held at **6.00pm on Wednesday 7th June 2017** at the
Town Hall.

Yours faithfully,

Laura Tams
Town Clerk,
for and on behalf of the Mayor.

AGENDA

1. To receive apologies.
2. Declaration of interests or dispensations on any item(s) on this Agenda, if appropriate.
3. Police report
4. To consider the minutes of the last Council Meeting and whether to approve as an accurate record of the proceedings
5. Matters arising from the minutes

6. **Mayors Business**
7. **Leaders Report**
8. **Matters reported for decision**
 - 8.1 To consider grant applications
 - 8.2 To receive planning notifications
 - 8.3 To receive correspondence
 - 8.4 To receive financial update and approval of Town Council Cheques.
9. **To receive matters arising from the Clerk**
 - Information Commissioners payment
 - Town Hall table
10. **Events**
11. **Bargoed Town Centre**
12. **Community Council Liaison Meeting update**
13. **Bus stop relocation**
14. **Mayors Regalia**
15. **AOB at the discretion of the Mayor.**
16. **Date of next meeting – 6th September 2017**

N.B.

Any Member of the Public who wishes to raise any issue must give the Clerk 3 day's written notice prior to the meeting stating the detail of their enquiry.

BARGOED TOWN COUNCIL

CYNGOR TREF BARGOD

General Meeting

MINUTES,

17th May 2017

PRESENT Councillors, A Collis, J Bissex, S Davies, S Hamer-Thomas,
COUNCILLORS H Llewellyn, J Halvey, A Higgs, V Stephens, L Harding, D Price,
S Horton, D Morgan.

IN ATTENDANCE:- Mrs Laura Tams, Town Clerk; PC Kim Broad.

CHAIRPERSON
(MAYOR):- Councillor S Horton

1. To receive apologies for absence.

Apologies received from Inspector James Neesam, Councillors R Carroll.

2. Declaration of Interest or dispensations on any items(s).

Cllr D Morgan declared an interest in Young @ Hearts, Greater Bargoed Partnership, Tarragan and Gilfach Community Centre.

Cllr S Hamer-Thomas declared an interest in Greater Bargoed Partnership and Friends of Greater Bargoed.

3. Police Report

PC Kim Broad Ward Manager at Ystrad Mynch gave an update. A New Sergeant for the area has been appointed, Serg. Morgan will commence duties early June.

Crime levels within the Bargoed ward remain average.

Members spoke concerning local matters; PC Broad took notes and will investigate further.

A number of burglaries have taken place within the area, an arrest has taken place but members were reminded to remain vigilant and to report any suspicious activity.

PC Broad was thanked for her time and left the meeting.

4. To consider the minutes from the last council meeting and whether to approve as an accurate record of the proceedings.

Approved as an accurate record.

5. Matters arising from the minutes

None.

6. Mayors Business

Mayor S Horton gave the following report:

None to date as elected this evening.

7. Leaders Report

Leader V Stephens gave the following report:

The Clerk left the Town hall for this discussion and re-entered once a decision had been made and recorded the following:

Request from the clerk has been made for an additional 3 hours' work per.

RESOLVED: Members agreed to the increase from 16 hours per week to 19 hours per week with effect from 6th May 2017.

8. Matters reported for decision.

8.1 To receive Grant Applications

Group	Unique number	For	Amount	Last Grant
Heol Fargoed Allotments	010617	Plot Markers and Borders (wood) to comply with H&S.	£300	May 2016
AFC Bargoed	020617	To purchase new football equipment and strip.	£300	NA

RESOLVED: 010617 £300 approved. 020617 £300 approved.

8.2 To consider planning notifications

RESOLVED: None to receive.

8.3 To receive correspondence

Gough Davies Solicitors – Copy of letter and pack sent to CCBC concerning the relocation of the bus stop outside “Scruffy 2 Fluffy” **RESOLVED:** Clerk to forward all documentation to members for information and item to be placed on the agenda for next full council.

8.4 Payments for approval.

Income – £29,000 CCBC Precept Part 1 of 2.

Expenditure – Salary related cost, Internal Audit, St Gwladys Church Hall – use of WC's. Early payment of fireworks to receive extra display.

RESOLVED: Noted and approved.

9. **To receive accounts for year ending 31st March 2017, to receive Internal Audit report and to sign external audit form if appropriate**

The Clerk presented member with the end of year accounts. Income for the year was £136,000.71, expenditure £87,290.45, therefore balances to date are £48,711.26. Accounts were agreed by council and signed by Cllr S Horton, Chairperson.

Internal Audit Report (by Mr David Phillips of GDS Accountancy Services Ltd) – Recommendations below were discussed and accepted by council.

- 1) Reserves were appropriate – Recommendation: Council considers further reducing the Bank balances to just under £40k.
- 2) Petty Cash – Recommendation: Council consider reducing the level of petty cash normally held.
- 3) End of year bank reconciliations were properly carried out.
Recommendation: The Clerk ensures that bank reconciliations be reported to each meeting.
- 4) Security of data. Recommendation: That a weekly back up of data is made and kept in a secure place.

External Audit form complete and signed by Cllr S Horton, Chairperson.

10. **To receive matters arising from the Clerk.**

Bank balance as of last statement received 31.03.2017 - £48,711.26.

Reduction in pension contribution to Torfaen CBC, new rate is now 18.4% on Clerks salary. **RESOLVED:** Members agreed to this expenditure.

Clerk requested the purchase of The Local council administration in English parishes and Welsh communities Book by Charles Arnold-Baker. **RESOLVED:** Members agreed to this expenditure.

Clerk advised members that the current Town Hall table was no longer fit for purpose due to its size. **RESOLVED:** Members agreed to seek a quote for a new table, Clerk to advise at next meeting.

11. **Events**

The Senior Citizens Party was well received with positive feedback received. Discussions took place on future events within the community including an Autumn Senior Citizens Party. **RESOLVED:** Clerk to liaise with GAVO Co-ordinator concerning community events and report back to council. Leader V Stephens to look into suggestion of an Autumn Senior Citizens Party.

12. **Town and Community Council Liaison Meeting.**

No update. Cllr H Llewelyn asked members for any matters for discussion at these meetings. **RESOLVED:** Members to provide any matters to the Clerk who will request items to be placed onto the agenda at future meetings.

13. **Any other business raised by the members**

Members expressed their thanks to Miss Rebecca Walker (former Councillor) , and wished her well for the future

14. **Date of next meeting**

7th June 2017.

Signed *S Horton* Mayor

Bargoed Town Council

Matters reported for decision – 7th June 2017

- Agenda Item 8.1

Grant Applications –

Group	Unique number	For	Amount	Last Grant
Gilfach Ladies Bowls Club	010617	New Club Shirts, project cost £520.	£300	NA
Ty Fry Allotments	020617	Equipment to enable them to comply with H&S. Wood, metal posts, new gates.	£300	NA
St Margaret's Flower Group.	030617	Equipment, tables, scissors, tape, oasis.	£200	May 2016

- Agenda Item 8.2

Planning notifications –

Case Ref. 17/0425/ADV Site Area: 460m² Location: Principality Shop Unit B1 63-65 Hanbury Road Bargoed CF81 8QX (UPRN 000043168651) Proposal: Erect 2 No. fascia signs Applicant: Morgans Consult Mr J Marshall 285 Cowbridge Road West Cardiff CF5 5TD Agent: Asbri Planning Ltd Mr D Green Unit 9 Oak Tree Court Cardiff Gate Business Park Cardiff CF23 8RS Case Officer: Decision Level: Delegated

- Agenda item 8.3

Correspondence –

1. Bargoed Library – Events
2. HSBC – Letter introducing new Head of Commercial Banking
3. Seafarers – Literature concerning the Merchant Navy Day on 3rd September, request for council to fly the Merchant Navy Flag.

- Agenda item 8.4

Payments –

Expenditure –

1. Salary related costs
2. BT Phone and Internet Costs
3. SLCC – Purchase of book
4. ICO Data protection certificate
5. Pendragon – fireworks invoice
6. Internal Audit
7. Petty Cash payment
8. Gilfach Workmens Club – OAP party