

BARGOED TOWN COUNCIL

CYNGOR TREF BARGOD

General Meeting

MINUTES,

27th March 2019

**PRESENT
COUNCILLORS**

Councillors J Bissex , H Llewellyn, R Carroll, D Morgan
S Horton, A Collis, J Halvey, V Stephens (Leader)

IN ATTENDANCE:-

Mrs Helen Williams, Town Clerk

**CHAIRMAN
(MAYOR):-**

Deputy Mayor R Carroll

1. To receive apologies for absence.

Councillor A Higgs(Mayor), Councillor D Price, Councillor R Horton, Councillor S Hamer-Thomas.

Councillor Llewelyn advised of arriving late.

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

Cllr R. Carroll declared an interest in Tarragan; all Allotments in the Greater Bargoed Area and Cartref Community Hall.

Cllr D Morgan declared an interest in Rhymney Valley Young @ Heart, Tarragan, Greater Bargoed Partnership and Gilfach Community Hall, Gilfach Old Age.

3. Police report.

Council welcomed Inspector O'Keefe to the meeting.

Councillor Llewelyn joined the meeting at 6.10pm.

Inspector O'Keefe provided a comprehensive report on police activity in the area including advising of changes to senior officer structure. Chief Inspector Mark Warrinder will now be covering the area and there is a vacancy for superintendent.

Despite parking enforcement transferring to CCBC with effect from 8th April 2019, obstruction offences will remain police responsibility, however the change will allow for more police time to be devoted to general crime, anti-social behaviour, repeat offenders and domestic violence. Overall Crime for Caerphilly North is 5th busiest.

There are currently 57 officers in post – 7 sergeants and 12 PCSO's. A new

intake started the beginning of last week with 35 new recruits. Morrison's continues to be the 2nd top demand on police time, but anti-social behaviour is the 2nd lowest in the area. Attending a recent meeting at Morrison's Inspector O'Keefe provided recommendations on ways to increase security, particularly in relation to closing off the underneath carpark and the store manager was asked to provide training to the security guard. Police response times to incidents at Morrison's average less than 5 minutes. The Leader offered thanks for progress at Morrison's and reiterated the importance of working together, reminding the Inspector of the need for town council representation at meetings. The Inspector confirmed that patrols are still ongoing in Bargoed Park. One of the members provided an update on involvement with tenancy enforcement team. The Deputy Mayor thanked Inspector O'Keefe for his attendance and he left the meeting at 6.40pm.

4. To consider the minutes of the last Council Meeting and whether to approve as an accurate record of the proceedings.

The minutes were approved as a true record and signed at the meeting.

5. Matters arising from the minutes

The Deputy Mayor confirmed collection of LED Balls and that they are in storage at the Town Hall. Members requested Town Council Liaison Committee (item 12.3 on the previous minutes) to be put on the agenda for the next meeting.

6. To consider the minutes of the Special Meeting 6th March and whether to approve as an accurate record of the proceedings.

The minutes were approved as a true record and signed at the meeting.

7. To formally approve the 2019-20 Budget as per meeting 6th March 2019.

RESOLVED to formally accept the budget for 2019-20 as agreed at the special meeting.

8. Mayors Report

No report presented.

9. Leaders Report

The Leader advised of attending a meeting at Bryntirion surgery earlier in the day and explained that members should be aware that if residents bring issues to them it is their right to have an appointment with the GP should this be their wish. The Leader asked that members refer any issues/complaints to her for follow up at the next meeting with the surgery. The appointments system is to be changed with effect from 1st April. The Leader confirmed she will be enquiring about a development meeting with the health board and assembly members.

10. Matters reported for decision

10.1 To consider grant applications

RESOLVED to decline unique reference 02012019 as members felt following receipt of up to date financial information from the group, it would appear the group has a significant bank balance. The clerk is to invite the group to reapply late in 2019 in line with the new Town Council grant guidelines.

RESOLVED to make a grant of £200 to East View Allotment Association unique reference 03012019.

10.2 To receive planning notifications

No neighbour's views/objections received.

10.3 To receive correspondence

Members noted the content of all listed correspondence.

10.4 To receive financial update

The clerk presented a financial update. The bank reconciliation was accepted and signed by the Deputy Mayor. The payments list was authorised. The Leader offered thanks to the clerk for the format of the bank reconciliation as she now feels the financial information is easy to understand.

11. To receive a report from the working group and consider their recommendations.

The Deputy Mayor reported on working group activity. The Leader thanked members of the working group for all their hard work. Members RESOLVED to accept the One Voice Wales model financial regulations as edited and circulated to members, RESOLVED to accept the One Voice Wales model Code of Conduct as circulated to members, and RESOLVED to accept the draft standing orders with recommended edits from the working group. All three documents to be adopted at Annual Meeting.

12. To receive matters from the Clerk.

The clerk presented a verbal report on the month's activities including details of two meetings attended at CCBC, and two meetings held at the Town Hall (with the council appointed internal auditor, Mr D Phillips, and with the town council insurer).

The clerk advised of the following:

- a) Remaining petty cash being returned to the bank the following day, and following best practise guidelines there should be only 1 person with access to online banking in the new bank account. Members RESOLVED the clerk to have online banking access at Lloyds Bank when the account is operational.
- b) Information commissioner's office has been updated and replacement certificate is on display.
- c) Gwent Police have confirmed the 2 years rent still to be invoiced, and that they have requested an invoice be raised. The clerk explained that due to budget setting processes any significant rent increases made by Gwent Police could potentially be problematic. The officer dealing with the issue advised he will be in touch as soon as possible.
- d) One Voice Wales membership application is ready to be submitted.

The clerk requested that all internal printing to be in black and white which will be most cost effective. Members agreed.

The clerk requested to use 2 days annual leave the following week. Members authorised the annual leave.

Members were asked to consider where they would like the new donated painting to be displayed. The Deputy Mayor will arrange to hang the painting at his earliest convenience.

The clerk drew members attention to her contract of employment and the salary increase due in April 2019.

RESOLVED Members instructed the clerk to implement the salary increase on the revised NJC Spinal points (SCP 22) with an increment to SCP 23 in July 2019.

The clerk advised that she is continuing her training with SLCC, and will be maintaining a CPD log. The clerk requested that time off in lieu be accrued in respect of training time to be taken during Council recess August 2019. Members agreed this to be an effective way forward. The clerk will keep members updated regularly of the lieu time being accrued.

The clerk circulated a brief report as a result of an expired BT contract which has occurred due to the technological issues that were experienced by the town council. Two packages were explained. Members discussed available options RESOLVED to take option 2. Clerk instructed to liaise with BT and accept the 2 year agreement.

The clerk advised of email correspondence from the liaison officer of CCBC advising of the boundary commission consultation deadline of 29th May 2019; and also of a request by Blackwood Town Council Clerk in respect of views regarding the closure of the public toilets. Members instructed the clerk to respond to Blackwood Town Council expressing their disappointment in the decision to close the public toilets.

11. **12.1 To approve the updated asset list**

The asset list was approved.

12. **Date of next ordinary meeting 1st May 2019**

Signed Mayor

