



Bargoed Town Council

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Minutes of the Policy and Resources Committee Meeting 29th June 2022

Present: Councillors R Carroll; P Collins; J Davies; D IngramJones; C Andrews.

Also in Attendance: Mrs H Williams, Town Clerk

Meeting Chairman: Councillor Reg Carroll

1. Apologies for Absence

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk.
Councillor H Llewellyn; Councillor T Williams.

2. Declaration of interests or dispensations on any item(s) on this Agenda, if appropriate.

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, and the Code of Conduct for both Councillors and Clerk.
No declarations made.

3. Press and public participation session.

No enquiries received by the Clerk.

4. To appoint a Deputy Chair to the Policy and Resources Committee.

Members RESOLVED to appoint Councillor P Collins as deputy chair.

5. To review and approve the draft unapproved minutes of the Policy & Resources committee meeting 24th November 2021.

Councillor Collins moved the minutes as a true record and Councillor Davies seconded. The meeting RESOLVED to approve the minutes and instructed the chairman to sign the minutes in the presence of the meeting.

6. To review and approve the Bank Reconciliation and Payments List.

The committee reviewed the bank reconciliation on screen with the clerk providing a verbal explanation for members.
Councillor Andrews joined the meeting at this point and apologised for her late arrival.

Signed: _____ Date: _____ P&R committee minutes

The clerk moved on to review the payments list with the committee advising them of an admin error on a member expenses payment. The committee discussed the error and RESOLVED to retrospectively approve the £44 expenditure from the underspend of designated funds for the purchase of flowers for outside the town council office from 2021. Members instructed the clerk to remind all councillors of the expenses form to be completed prior to receipts being presented to the clerk.

The committee fully reviewed the payments list RESOLVING to approve both the bank reconciliation and payments lists.

7. To review and discuss the town council lease of current office space at Bargoed Court House building.

Members viewed the lease on screen, having received it electronically prior to the meeting. Several members expressed opinions and concerns about the future requirements of town council and the unprecedented rise in costs for energy with its knock-on effect across all town council functions. The committee agreed as the lease is due to come to an end 31st March 2024, it is time for a meeting request to go to the Office of the Police and Crime Commissioner for preliminary discussions to take place. Members instructed the clerk to request an early Autumn meeting if possible.

The committee agreed that Members should start researching alternative options for contingency plans to be drawn up. Councillor IngramJones to seek information from Hefin.

8. To consider the Cwtsh Community Wellbeing Connections Fund 2022-23 with a view to gardening projects and walking projects to enhance wellbeing.

Members discussed this funding opportunity along with responses received from older residents who attended the Jubilee events and instructed the clerk to liaise with CCBC officers regarding a potential project at the garden in the town centre. Members instructed the clerk to make every effort to seek costings and a site meeting so that this application can be submit as soon as possible.

The clerk provided members with information about a local organisation who have been delivering a weekly supported walk from the North end of Bargoed. Members considered this to be a potential opportunity for other locations. The clerk to research and report back to the committee at a future meeting.

9. To receive funding information from a CCBC Bargoed Ward member and discuss potential project opportunities for a community garden in Bargoed.

Councillor IngramJones briefed the committee on a small grant programme for local voluntary organisations and sought support from Members in identifying organisations across their ward areas. The clerk was instructed to liaise with Councillor IngramJones to contact local groups accordingly.

10. To delegate members to work on the draft strategic plan for town council.

Three members volunteered to commence this work with the clerk. Councillor P Collins; J Davies; D IngramJones.

11. To receive information from the clerk following recent GPoC training at one Voice Wales.

The clerk advised the training was delivered by SLCC not OVW, however following the training she has reached out to One voice for further information and guidance on types of companies, legal support with any kind of commercial activity and the possibility of obtaining a list of prohibited activities. The clerk explained the training was very positive with all participants being CILCA qualified therefore able to share experience and the questions to the trainer were all relevant and valuable.

The biggest message to Members is that prior to any commercial trading activity being developed it is recommended that a feasibility study be commissioned. It is also worth noting, if for any reason council becomes ineligible, projects or services already started using the GPoC will be able to be continued. Audit Wales have advised other councils of a pragmatic view being adopted in these situations in the future.

Members were quietly optimistic about the general power advising they felt there was no rush to dive in and 'find something'. They thanked the clerk for attending the training session.

12. To consider recent communications from the facilities management company who manage the floral displays on behalf of town council.

The clerk presented information from the supplier on unprecedented increases in the costs of fuel for the bowser and truck along with plant feed. Their request was a slight increase on the watering and maintenance costs to £93.50 plus vat per visit.

Members sought information on the total number of visits per year, the overall cost increase, and the available budget. The clerk advised 47 total visits which equates to an additional £399, however the visits start at the end of May and end towards the end of September.

Members commented on the difficulties being experienced by local businesses across the board and RESOLVED to offer a goodwill gesture on this occasion approving the cost increase for visits with effect from 1st July 2022.

13. To receive feedback from members who attended the recent CCBC workshop at Llancaiach Fawr.

Councillor Collins reported on the way the workshop was delivered and the aims of the session. He advised the notes and tools used are available for the clerk to circulate to members for them to review at their leisure. The session was interesting, but he doubted there would be significant impact on town council in the short term.

14. To discuss the schedule of future committee meetings.

Members were asked to confirm their availability for the scheduled meetings on a Wednesday afternoon. It was identified that the best time for all committee members present is a 3.30pm start. The clerk was instructed to amend the schedule of meetings to reflect this.

The chairman advised members this concluded the business on the agenda and thanked all present for their time. The meeting closed at 17.00pm