



## **Bargoed Town Council**

Bargoed Town Hall, Bargoed Police Station,  
Hanbury Road, Bargoed. CF818XF

Telephone 01443 830184 / 07789321664

E-mail: [clerk@bargoedtc.org.uk](mailto:clerk@bargoedtc.org.uk)

Website: [www.bargoedtc.org.uk](http://www.bargoedtc.org.uk)

### **Minutes of the Events and Environment Committee 21<sup>st</sup> July 2022.**

Present: Councillors J Bissex; R Price; R Carroll; T Williams; S Hamer-Thomas; D Ingram-Jones; D Price; P Collins, J Davies.

Also in Attendance: Councillor H Llewellyn; Mrs H Williams, Town Clerk; Mr G Davies, Assistant Town Clerk.

Meeting Chair: Councillor D Price

#### **1. Apologies for Absence**

No apologies received.

#### **2. To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate.**

No declarations made.

#### **3. Press and Public Participation Session.**

The Clerk received no enquiries.

#### **4. To approve and sign Minutes of the Events and Environment Committee meeting held on 15<sup>th</sup> June 2022.**

RESOLVED to approve and sign the minutes as a true record of the meeting. Councillor Davies moved; Councillor Ingram Jones seconded.

#### **5. To receive feedback from the Assistant Clerk on setting up two initial geocache locations and decide on the themes/content of the caches.**

The Assistant Clerk provided Members with a synopsis of progress made to date with approval secured from CCBC for the two initial locations of the Country Park (Gilfach area) and Bargoed Urban Park. The meeting discussed how to move quickly to get the projects up and running. Resources will be secured by end July, the committee RESOLVED to delegate Councillors Carroll and Llewellyn to work with park rangers on locations for the Country Park, and Councillors Williams, Davies, and Carroll on the Urban Park. The meeting instructed the Assistant Clerk to secure stickers and other swag items along with fascinating facts for the history and nature themes chosen by the committee.

#### **6. To receive a verbal briefing from the Clerk on Christmas Activity, decide on options and provide instruction on moving forward.**

The Clerk provided Members with information regarding costs of various community activities for the festive period, the CCBC requirements and procedures for road closures, landlords permission, Event Safety Advisory Group (ESAG) and other Health & Safety requirements for community activities. The clerk reminded the committee of the need to

ensure that when planning activities Members should be mindful to ensure they consider the best use of public money, and the human resources available for activity delivery. The Clerk also explained to Members that opportunities existed for council to work in partnership with CCBC on the Winter event planned for 10<sup>th</sup> December 2022 and provided examples of options that may be considered to add value to the event, increasing footfall for the benefit of the town centre. [Cllr Hamer-Thomas departed for 15 mins 12p.m, Cllr Llewellyn departed 1215p.m.]

**Decisions required on:**

**a. Confirm dates for Festive Lights switch on and off**

RESOLVED to switch the lights on Friday 25<sup>th</sup> November 2022 and switch off Friday 6<sup>th</sup> January 2023 (a period of 6 weeks). The Assistant Clerk was instructed to liaise with St Peters Church Aberbargoed for the switch on event to take place at Aberbargoed.

**b. CCBC Winter Food and Craft Fair 10<sup>th</sup> December 2022, expenditure, and activities to be authorised.**

The committee RESOLVED as follows:

To instruct the Assistant Clerk to liaise with CCBC officers for Santa's magical sleigh to be considered for the last 90 minutes of the event, Clerk to liaise with supplier upon confirmation from CCBC. Up to £1,000 expenditure authorised.

A grant of £1,200 to be made towards the costs of the Winter fair with a request for a giant snow globe and a life-sized nativity scene to be added in the vicinity of the Square Royale.

To instruct the Assistant Clerk to liaise with the Salvation Army for their band to be present on the Square Royale, a donation will be made by town council after the event.

Expenditure for selection boxes at Winter Fair authorised up to £1,000.

**c. School selection boxes.**

RESOLVED each primary school child to receive a selection box, £1400 expenditure authorised.

**d. Additional pre-Christmas activities to be delivered.**

The clerk was instructed to request quotations for a cut Christmas tree for the Miners square in Bargoed as soon as possible and report back to the next meeting.

Members considered working with Heolddu School and the youth representatives to visit the care homes with leftover selection boxes after the Winter Fair in December. This activity will be discussed further at a future committee meeting.

**7. To receive a verbal update from the Biodiversity Working Group.**

Councillors Carroll and Collins advised the meeting of the urgent need to purchase a cubic metre of topsoil and additional post crete for the growing garden location in Aberbargoed. An issue has arisen where the original raised beds have been planted up by residents while council were awaiting delivery of the plants & shrubs, therefore an additional raised bed was necessary. Members RESOLVED to authorise £100 expenditure commenting that it is encouraging to see residents getting involved in this project. The group also advised of a successful engagement session in Bargoed where pollinator information and biodiversity booklets were distributed.

**8. Consider Summer activities for Children including request from Bargoed Ward member.**

The Assistant Clerk confirmed to the meeting that Welsh Government is funding the summer sports scheme and despite all efforts, due to a lack of capacity there is no availability for additional summer activities to be put in place for children. The chair invited a Bargoed ward member to speak about her idea for alternative activities, however the member advised it would involve liaison with the schools and they have broken up for the summer, therefore can be discussed at a future meeting for inclusion in the forward work plan.

Members talked about the available budget and instructed the Clerk to seek information from CCBC Youth Service to report back to the next meeting of committee. The chair advised members to "put their thinking caps on".

**9. To receive feedback from Park ward members on summer floral baskets; discuss Winter floral requirements and the Wales in Bloom entry; receive information from contractors and review prices of planters and baskets.**

Park ward members advised the committee that the trial of hanging baskets have proved ineffective due to their height, size, and location. Members advised they are of the opinion that an expansion to the community orchard through additional raised beds for herbs and fruit bushes will be more effective in this ward. Members RESOLVED to include an additional bed in the community gardening initiative currently being developed by town council.

Members RESOLVED the requirement of 10 half barrels planted for the Winter – 4 on Royale Square, 4 on Lowri Plaza, 2 Opposite the Cosy Fish Bar in front of the car park; the clerk was instructed to request costs from the supplier and for the planting to include a small tree in the middle; Members also RESOLVED to instruct the biodiversity working group to work with the clerk in submission of an application to Wales in Bloom for the town centre in 2023. Expenditure of up to £500 entry fee authorised.

The assistant clerk provided the meeting with information from the contractor about the size of the hanging baskets on the Miners square area along with costs and options for replacements. Members RESOLVED to order 12 x 800mm half baskets, liners, brackets from Amberol, at a cost of £1,310.57 including delivery.

**10. To confirm town council plans for older person budget.**

Members RESOLVED to deliver an afternoon tea event on Silver Sunday October 2<sup>nd</sup> 2022. The Clerk was instructed to secure a venue (Gilfach Workingmen's club is the preferred venue, with Bargoed Labour Club as the back up venue). The Arthur Balfour club was discussed however a Sunday is the club's busiest evening so Members decided to use this venue for their next activity for older people. RESOLVED up to £2,000 expenditure authorised for the Silver Sunday event and the clerk was instructed to liaise with Big Lottery Community fund to request reallocation of the Platinum Jubilee underspend. Members moved on to consider other activities for older people RESOLVING to deliver another afternoon tea event in March 2023 and potentially a movie evening. The clerk was instructed to seek quotations for the provision of screen and equipment necessary for both indoor and outdoor movie activities and report back to the next meeting.

**11. To consider plans for 2022 Remembrance Activities.**

Members received confirmation from the Assistant Clerk of the town council logo being provided to the Royal British Legion for the three wreaths to be produced. Members RESOLVED to authorise £100 expenditure. Members considered the flags at the Aberbargoed memorial gardens. The clerk to liaise with ward members in the first instance. The clerk will advise members of arrangements for remembrance services from both Aberbargoed and Bargoed churches as soon as they notify her of the details.

**12. To receive information from Festive Lighting contractor and consider figurines for Gilfach ward.**

RESOLVED to install icicles on the existing catenary wire at St Peters church, using icicle stocks already held by town council. RESOLVED to purchase 3 x ex-rental figurines and 2 x new figurines from LITE for use in Gilfach ward, £1350 for figurines, £150 for brackets & £120 delivery (VAT not included) £1944 full expenditure authorised.

**13. To review the Projects budget at the end of quarter one and revisit re-allocation of Fireworks budget and inform the RFO accordingly.**

Members reviewed the end of quarter budget spend, discussed possible changes in activities and requested the RFO make the following virements:

New project development activity – budget split £3,000 community gardening initiative & Wales in Bloom, £2,000 geocaching. Virement of £1944 fireworks budget to festive lighting; £1,310.57 fireworks budget to floral displays. Consideration of youth activities will be prioritised at the next meeting of the committee.

The chair thanked all present for their contribution to the meeting. This concluded business and the meeting was closed at 13.16pm.