



## **Bargoed Town Council**

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## **DRAFT Unapproved Minutes of the Policy and Resources Committee Meeting 30<sup>th</sup> November 2022**

Present: Councillors R Carroll; P Collins; T Williams; J Davies; C Andrews.

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

Meeting Chairman: Councillor Reg Carroll

1. Apologies for Absence  
Councillor D Ingram-Jones.
2. To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate.  
Councillor C Andrews declared an interest in item 7 (CCBC portfolio)
3. Press and Public Participation Session.  
No enquiries received by the clerk.
4. To review and approve the draft unapproved minutes of the Policy & Resources committee meeting 26<sup>th</sup> October 2022.  
Councillor Collins moved, Councillor Andrews seconded. Minutes were approved as a true record of the business of the meeting and signed by the chairman in the presence of the meeting.
5. To review and approve the Bank Reconciliation and approve the Payments List.  
Committee reviewed the bank reconciliation and payments list RESOLVING to approve both documents. The chairman was instructed to sign both documents.
6. To delegate a representative to attend a workshop on the Caerphilly County Borough Council's Active Travel Map (ATNM) on MS Teams Tuesday 6<sup>th</sup> December 2022 (3.30pm start).  
Councillor Llewellyn to attend. County ward members will also be in attendance.
7. To consider a financial contribution to the 2022 Operation Santa programme.  
RESOLVED to approve a grant of £600.
8. To receive notification of the Appropriate Sum under Section 137(4)(a) of the Local Government Act 1972 – Section 137 Expenditure Limit for 2023-24.  
The chairman made members aware that the appropriate sum has increased for the financial year 2023-24 to £9.93 per elector.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_ P&R committee minutes

9. To receive dates of the One Voice Wales local area committee and larger councils committee meetings 2023.  
Caerphilly Local Area Committee dates 11<sup>th</sup> January 2023 and 26<sup>th</sup> April 2023, commencing 7pm.  
Larger Councils Committee dates 15<sup>th</sup> February 2023; 19<sup>th</sup> April 2023; 11<sup>th</sup> October 2023 commencing 10am.
10. To review the following:
  - 10.1 Health and Safety Policy RESOLVED to re-adopt with effect from 1<sup>st</sup> December 2022.
  - 10.2 Draft Expenses Policy & Procedure RESOLVED to circulate to members for review with a view to adopting the policy at the next meeting.
11. To consider a motion to increase the limit on the Bargoed Town Council Small Grants Scheme and the corresponding general grants budget for 2023-24.  
Councillor Collins spoke about this item noting his feelings that the £250 limit is too low and that local organisations are restricted in their ability to deliver community activities with such limited funds. Costs are continually changing, and he would encourage members to consider increasing the upper limit for grant applications.  
Members spoke at some length about costs, the implications of raising the limit on the small grants programme. Members agreed they will revisit the item when they have a special meeting to look at the draft budget for 2023-24 in January 2023.
12. To receive an update from the clerk on premises and discuss draft budget requirements for Premises and Office services costs for 2023-24.  
The clerk advised she is to meet with the landlord's team the following day for information on costs. The committee reviewed the draft costs for premises and office services costs, working through each budget line with the clerk. Uncertainty in the economy was noted and the increasing costs which places a heavier burden on members in determining the correct level of funds required for town council programme of activities moving forward.  
A special meeting is scheduled for 12 noon Thursday 5<sup>th</sup> January 2023.

The chairman advised this concluded the business of the agenda. The meeting closed at 16.45pm