



Bargoed Town Council

DRAFT Unapproved Minutes of the Events and Environment Committee Meeting 9th February 2023

Present: Councillors R Carroll; J Davies; R Price; T Williams; J Bissex; P Collins; D Price; D Ingram-Jones; M Ingram-Jones.

Also in Attendance: Mr V Yadh (Caerphilly CTG); Mrs H Williams, Town Clerk
Meeting Chair: Councillor D Price

1. To receive a visitor from the CTG, receive feedback from the first event at Bargoed library and discuss plans for moving forward with activities.

The chair welcomed Mr Yadh and introduced all members of the committee before inviting feedback from the visitor. Feedback was very positive with the group being 'over the moon' with the number of people attending the first session. They have lots of ideas and new opportunities to explore eg engaging Welsh bac students in volunteering at the events. At the end of quarter one if numbers continue to be very high they may need to consider additional sessions. The group would like to link with the Morrison's community champion. A registration desk will be at the front door and library staff will be covering registration at the rear entrance also. Promotional materials have reinforced library policy about under eight-year-olds not allowed to be unaccompanied. Maths professor from Cardiff university fed back that the session was excellent and take up was way over expectation. The group is looking at the bigger picture as their constitution is education focused and they want the sessions to provide support for families. The next session is Saturday 11th February 2023. The longer term plan is to apply for a 5 year funding package from the national lottery. Members asked if they could volunteer their time. Members also extended their thanks to the library staff.

The committee thanked Mr Yadh for attending the meeting and he left at this point.

2. To receive Apologies for Absence

Cllr Williams (not at home)

3. To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate. No declarations received.

4. To receive, approve and sign Minutes of the Events & Environment Committee meeting 12th January 2023.

Councillor Davies moved, Councillor R Price seconded. The committee RESOLVED to accept the minutes as a true record and the chair signed them in the presence of the meeting.

5. Press and Public Participation Session.

No enquiries received by the clerk.

6. To receive feedback from the deputy chair about revision support and other provision at Bargoed library.

Councillor Davies reminded members of the request received from the town council youth representatives about the lack of study skills/revision clubs at schools since the pandemic. She spoke about having visited Bargoed library to find out about provision and the possibility of space being made available. Councillor Davies advised there is currently a homework club running at the library, and staff were very keen on helping in several other ways ranging from coding clubs and videography to simply providing study space on a regular basis. Library staff invited the youth representatives to visit and have a tour of the facilities and discover what was available.

Members spoke about this enthusiasm and also the request made by youth representatives. The committee were concerned that this is outside the remit of town council, but they would write to the head of education at CCBC to bring the youth representatives' concern to her attention. RESOLVED to instruct the clerk to write to the head of education copying in Cllr Andrews as a courtesy.

7. To receive feedback from the May Fair Event working party meeting 8th February 2023 and confirm arrangements for town council engagement with local businesses and voluntary organisations.

Councillor D IngramJones fed back to the committee advising as follows:

- CCBC will deliver a May Fair Event on behalf of Bargoed Town Council Saturday 13th May 2023.
- The whole of town will be closed from the junction at the bottom of Wood Street, behind the Miners heads, inclusive of the emporium car park.
- A small stage area to be set up on Royale Square, to be managed by Bargoed Town Council
- Crafty legs will be delivering the craft stalls element of the event. Any local business (outside of Bargoed town) wishing to have a stall are to contact crafty legs.
- Lots of free activities – things for families/adults to do, giant outdoor games eg. skittles/bowls/chess
- Face painting; free pot a plant; children's funfair rides £1 a ride to keep costs down.
- Petting farm with hay bales; a land train is being explored as are May dancers.
- The CTG is also on this date.

Members spoke at length about this event, their involvement and how to engage with the community. The committee resolved as follows:

- To approve the content of letters to go out to town centre businesses, four members Councillors D IngramJones, P Collins, R Price, and J Bissex to engage with businesses and collect contact information for a mailing list to be drawn up asap.
- Bargoed Gardening Club to be encouraged to participate in the pot a plant activity.
- Clerk to contact the following organisations re stalls – Gwent Wildlife Trust, Scout Association in Gilfach, Aberbargoed Community Action Group, Aberbargoed Residents Association, Taraggan and Gilfach Bargoed Community Centre.
- Dr Llewellyn to be contacted regarding wellbeing activities at the event including GAVO promoting volunteering opportunities.
- Clerk to engage with schools and local groups including choirs, ukulele band, salvation army to invite expressions of interest for the performances to take place on the stage area. Councillor HamerThomas to be approached to support this part of the programme for the event.
- Clerk to source costs of bunting for the town.
- Members encouraged to be in fancy dress.

The committee asked about promotional notices for the event. The clerk advised this is in hand, but translation has not yet finished. Town Council will get something out on social media as soon as possible.

8. To consider the quotation for floral display services, instruct the clerk of town council requirements and discuss Wales in Bloom preparations.

Members RESOLVED to approve the summer floral display quotation and award the service contract to JS Lee as per their specification determined in the Autumn 2022. The meeting moved on to talk about the need for a statement display piece for Royale Square in preparation for the Wales in Bloom competition, and also how to manage the Winter barrels. The clerk presented costs and images for additional displays and the committee reviewed the remaining 2022-23 budget availability. The meeting RESOLVED to authorise expenditure as follows:

- Summer Floral Display service provision £9700 (net)
- Purchase of 1 x 5 tier beehive planter in black £697.20 (net)
- Planting, watering, maintenance, and storage of beehive planter £387 (net)
- Purchase of shrubs, bulbs, plants as required within the remaining budget available of £1,000.

Members also RESOLVED to leave the Winter barrels in situ in the community and to engage with the community to ask for support in planting and maintaining these all year round. The clerk was instructed to work with the biodiversity working group to source plants, seeking support from the allotment associations for volunteers and plants, and reaching out to the community champion at Morrison's for support.

The chair sought the committee support in seeking volunteers to assist her with the Cancer Garden at the Miners heads. She spoke about personally providing the plants but needing to secure additional volunteers to maintain the garden over the longer term. The committee instructed the clerk to promote the opportunity via social media as soon as possible.

9. Items from the Clerk:

i) Authorise debit card use for approved project purchases – flowers; over 60s afternoon tea event; community gardening project; Christmas labels.

RESOLVED to approve the clerk request for debit card use working in collaboration with signatories and working group members.

ii) Confirm the number of prizes required, receive the entertainment quotation and feedback from the venue for the afternoon tea event, authorise expenditure and confirm volunteers.

RESOLVED to approve £100 quotation from M Edmunds for entertainment at the afternoon tea event 3rd March 2023; to confirm the £1,000 quotation from Clive's bakery for the buffet; to confirm the £60 expenditure for staff costs at the Arthur Balfour Conservative and Workingmen's Club Aberbargoed for Tea and coffee servers during the event; to instruct the clerk to purchase daffodils at a cost of no more than £40 for table decorations.

Members to deliver the table coverings, the tea and coffee provisions and the daffodils to the venue the day before the event.

One member advised the minutes of the previous meeting detailing a different time for the event than that which was advertised. The clerk advised this was beyond the council control and needed to fit with the venue. The clerk apologised to members for failing to advise of this change prior to publishing the notice. Most members of the committee will be present at the event. The chair and husband are attending as participants. Councillor IngramJones has work commitments. Councillor Davies to oversee the entrance register. Councillors Collins and Carroll to call bingo with Councillors R Price, J Bissex, S HamerThomas supporting.

RESOLVED 9 x £10 value line prizes and 9 x £25 value full house prizes to be purchased for the bingo; 5 x £25 value prizes and 9 x £15 value prizes to be purchased for the prize draw. Any unused bingo prizes will be added to the prize draw. A total of £575 expenditure authorised. Vouchers to be purchased from town centre businesses.

iii) Receive confirmation of Christmas working group date and draw up a list of work areas for the group.

The clerk reminded members of the arranged working group session of 1pm on 15th February 2023. The first work area is festive lighting with Winter Fair and Santa being the second work area.

The chair thanked all members for their input in the meeting and it was closed at 1.10pm