



Bargoed Town Council

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Minutes of the Policy and Resources Committee Meeting 26th July 2023

Present: Councillors R Carroll; J Bissex; J Davies; C Andrews.

Also in Attendance: Mrs H Williams, Town Clerk.

Meeting Chairman: Councillor Reg Carroll (Deputy Mayor)

1. Apologies for Absence

Councillor Collins (family commitments); Councillor Llewellyn (health).

The clerk was instructed to speak to Councillor Harry about committee membership.

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

Councillor Andrews declared an interest in agenda item 8 (ii), (iii) and (iv).

Councillor Carroll declared an interest in agenda item 8 (vi) and (vii).

3. Press and Public Participation Session.

No enquiries.

4. To receive, approve and sign Minutes of the Policy & Resources Committee meeting 28th June 2023.

Councillor Bissex moved, Councillor Carroll seconded, the committee RESOLVED to approve the minutes as a true record of the meeting.

5. To receive a verbal report from the Clerk regarding:

i) Quarterly inspection of the accounts;

The chair reported in the absence of Councillor Collins who provided a signed copy of the cashbook following his inspection of the quarter one accounting records. Cllr Collins advised of a 3p error on an invoice payment, otherwise all other records were accurate. The clerk advised she will attempt to recover the 3p overpayment as soon as possible.

ii) Error on last month's payment list of £144;

The clerk explained to members that when double checking invoices listed on the payment schedule prior to online BACS payment, the SLCC invoice of £144 had been processed in the 2022-23 financial year, and it was relisted in error. There was no duplication of payment.

iii) Sourcing of geocache supplies;

The clerk provided members with an account of the work conducted by Cllr Williams and herself in attempting to source the most cost effective supplies for geocaching equipment. Unfortunately, due to the specialist nature of some of the items, local suppliers were unable to be used, and in order to make best use of public money several different orders were placed. A large cost saving was made with £103.48 spent.

iv) Resources for the community engagement committee;

Members spoke about the need to continue the craftwork engagement activity encouraging more local residents to get involved in the knitting and crochet activities for community displays. Supplies of wool and netting materials have been largely donated by community groups, however stocks are dwindling and an opportunity has arisen to secure supplies in the town centre as a business is unfortunately selling off all stock at half price due to closing down. Members also spoke about planned engagement activities and the lack of budget assigned for the committee.

RESOLVED the virement of £2,000 from the underspend on insurance for community engagement activities, with the clerk instructed to work with the chair in sourcing craftwork wool and netting up to a total of £400 authorised expenditure from this budget. Debit card use approved for such purchases if necessary.

v) Updates to the asset register;

The clerk reported on updating the asset register with removal of broken furniture and addition of new festive lighting and office equipment. Total £90,651

vi) Query with SSE on the unmetered supply of energy for festive lighting 2022.

The clerk spoke about a lack of invoice received for festive energy supplies but an arrears statement which she is querying. Members approved the payment of the invoice during recess once the query has been rectified.

6. To review and approve bank reconciliation and payment lists.

RESOLVED to approve the bank reconciliation, balances Lloyds current account £57,344.91; Unity Trust current account £2,114.05; Unity Trust instant access £70,733.67.

Members reviewed the payments list and discussed the additional invoices and payments for payment during recess, before 31st August 2023:

Rent, rates and utilities costs at town hall (Gwent police and crime commissioner's office) - not yet received despite several requests; Floral display services £10,086.90; Bargoed in Bloom prize monies (3 x £75); Teddy bear picnic grant of £1,775; and the unmetered supply of electricity of £431.99. Members noted Gwent Police and Crime Commissioners office have been made aware of town council recess and these invoices will be paid at the end of September 2023.

RESOLVED to approve the payments list and to instruct the clerk to make payment of the expected invoices without delay. Members spoke about the interest being generated on the instant access account and instructed the clerk to review current account requirements for the next few months in order to capitalise on interest rates. The clerk advised of attending the finance summit in September and investment opportunities is one of the agenda items.

7. To conduct a quarter one review of expenditure against the 2023-24 budget and a consider donations budget.

The committee carried out a full review of expenditure against the budget at the end of quarter one; reviewed outstanding creditors and looked at remaining balances on designated funds. Budget virements as follows:

£2,000 from underspent Coronation funds to Donations budget.

£1,650 remaining Coronation funds to Cost of Living projects (designated budget).

£1,034.54 remaining Translation costs (designated funds) to Cost of Living projects (designated budget).

£2,000 underspend on insurance costs to set up a Community Engagement budget.

Running costs reserves, Election costs reserves and the earmarked funds for growth project opportunities were all considered but Members felt these needed to be balanced with continued pressures of the cost of living. The committee will discuss these items at the budget review at the end of quarter two in October.

8. To consider applications to the Bargoed Town Council Small Grants Programme as follows:

Members RESOLVED the following:

- i) Thriving Communities CIC - £250

Councillor Andrews withdrew from consideration of the following three applications.

- ii) Valley Daffodils – the clerk was instructed to ask for further information from the organisation.
- iii) Gilfach Netball Club - £250
- iv) Bargoed Community Choir - £250
- v) Bargoed Gardening Club - £250

Councillor Carroll withdrew from consideration of the following two applications.

- vi) Cartref Tuesday Luncheon Club - £250
- vii) East View Allotments - £250

- viii) The Parent Network - £250

9. To consider a request from Bargoed Library to fund a school holidays event on 29th July 2023 delivered by Salvaged Creations at a cost of £225.

RESOLVED to fund the activity and encourage the inclusion of additional family activities at the library.

10. To consider a request for financial support from Eisteddfod Y Cymoedd which will be held on the evening of Friday 20th October 2023 at the Gwyndy Campus of Ysgol Gyfun Cwm Rhymni.

RESOLVED to make a donation of £250 without delay.

11. To receive communications from Clarke telecom regarding proposed upgrade to existing radio base station at Bargoed institute building and instruct the clerk of Members comments.

Members instructed the clerk to send a comment to the developer advising that Bargoed Town Council is supportive of the initiative to improve the infrastructure for better connectivity in the local community particularly as its' location is not obtrusive to local residents view of the valley.

12. To consider correspondence from the Head of Regeneration and Planning at Caerphilly County Borough Council in respect of an application for change the use from A3 (Pub, bar, drinking establishment) to B1 (Business) Lennox House 1-3 West Street Bargoed CF818RZ.

The clerk was instructed to submit a comment to the responsible officer that Bargoed Town Council have no objections to the application for change of use but would request that consideration is given to the neighbours views regarding parking concerns in the area.

13. To review and re-adopt the Welsh Language Policy.

RESOLVED to re-approve the Welsh Language Policy.

14. To consider planning applications as follows:

Case Ref. 23/0392/FULL Site Area: 330m²

Location: 54 - 55 Hanbury Road Bargoed CF81 8QW (UPRN 000043073939)

Proposal: Erect front dormers Case Officer: Joe Simmons ☐ 07874 641751 ☐

simmoj1@caerphilly.gov.uk Ward: Aberbargoed And Bargoed Map Ref:315133 (E) 199715 (N)

Community Council: Bargoed Town Council Expected Decision Level:Delegated

Neighbours views to be considered.

Case Ref. 23/0416/HH Site Area: 1161m² Location: 5 Pen-y-waun Cottages Bedwellty Blackwood

NP12 0BB (UPRN 000043087185) Proposal: Demolish existing single storey integral garage,

develop a side and rear two storey extension Case Officer: Joshua Burrows ☐ 07874 641749 ☐

burroj1@caerphilly.gov.uk Ward: Aberbargoed And Bargoed Map Ref: 316619 (E) 200780 (N)

Community Council: Bargoed Town Council Expected Decision Level: Delegated

Neighbours views to be considered.

Case Ref. 23/0423/HH Site Area: 154m² Location: 6 Yew Street Aberbargoed Bargoed CF81 9BE (UPRN 000043003367) Proposal: Erect first floor extension on existing ground floor extension to the rear Case Officer: Joe Simmons ☐ 07874 641751 ☐ simmoj1@caerphilly.gov.uk Ward:

Aberbargoed And Bargoed Map Ref: 315661 (E) 200155 (N) Community Council: Bargoed Town

Council Expected Decision Level: Delegated

Neighbours views to be considered.

Case Ref. 23/0425/FULL Site Area: 1846m² Location: Land At Grid Ref 314836 198731 Western

Drive Bargoed (UPRN 000043174983) Proposal: Create new access to allow use of vacant site for

parking and storage of horse lorry Case Officer: Joe Simmons ☐ 07874 641751 ☐

simmoj1@caerphilly.gov.uk Ward: Gilfach Map Ref: 314836 (E) 198732 (N) Community Council:

Bargoed Town Council Expected Decision Level: Delegated

Neighbours views to be considered.

This concluded business of the agenda. The meeting closed at 19.15pm