



Bargoed Town Council

Minutes of the Events and Environment Committee Meeting 21st September 2023

Present: Councillors R Carroll; T Williams; P Collins; S Hamer-Thomas; D Ingram-Jones

Also in Attendance: Mrs H Williams, Town Clerk; Mr T Oliver (Deputy Clerk, Observing)

Meeting Chair: Councillor P Collins

1. To receive Apologies for Absence: Councillor R Price (work); Councillor D Price (Health); Councillor J Bissex (Health).
2. To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate. None.
3. To receive, approve and sign Minutes of the Events & Environment Committee 20th July 2023 and the Special Meeting of 26th July 2023.
RESOLVED to approve both sets of minutes, Councillor D Ingram-Jones moving and Councillor R Carroll seconding. Both sets of minutes were signed by the chair in the presence of the meeting.
4. Press and Public Participation Session – No enquiries received by the clerk.
5. To receive verbal feedback from the Chair on the joint CCBC Bargoed Town Council Winter Fair Event 2023 and confirm members requirements.
The chair advised of a briefing session with officers from CCBC the day before. So far the plans include 80 stalls, 6 free stalls allocated to town council for local voluntary organisation use; this event will see the introduction of a new element – a lantern parade to finish the event, therefore it has been extended to 6pm. Members asked to consider additional funding for the lantern parade. Special meeting to discuss and make a decision next week.
Clerk instructed to write to town centre businesses draw attention to the lantern parade, attempt to encourage participation in the winter fair with tables/food provision outside their shops.
Members RESOLVED not to support the inclusion of external food stalls at the event other than the potato twists and mini donuts as per May Fair. Mascots, Santa, Winter wonderland, marquee, stage programme, picnic benches, attractions, funfair (subsidised cost of rides as per May fair), street theatre, all supported by members.
6. To receive feedback and recommendations from the biodiversity working group following a meeting with the 2023 floral displays contractor and provide instruction to the clerk. Councillor Carroll to report.
Councillor Carroll fed back after an evaluation meeting with this years' service provider. Members felt the summer display was disappointing as a result of the peat free compost, and the provider replaced over 50% of the baskets at no cost to town council. The displays are good now, and will last until after the first frost. Working group recommendations:
 - Move towards all-year displays, with two sets of liners on the barrier baskets, interchangeable.
 - Whisky barrels to be left in situ and tidied up by volunteers with bulbs & coloured shrubs depending on the time of year.
 - Next year mixed decorative planting rather than only bee friendly.
 - Working group members to do a survey of lamp posts to establish the feasibility of introducing large hanging baskets in key areas of the town centre.
 - Beehive and tiered planters, hanging baskets to be Summer only activity.
 - Continue the development work with the existing service provider for 2024 to keep costs down.

Members RESOLVED to approve the recommendations of the working group, instructing the clerk to obtain costs for liners and large hanging baskets.

7. To receive a Teddy Bear Picnic feedback report from the Parent network.
Feedback from the public is that this was an “excellent event”. Social media coverage was very positive and members congratulated the parent network. Members are keen to fund delivery of this family event again in the future. Clerk instructed to obtain financial report in November.
8. To receive Bargoed library feedback on the two events funded by town council during the summer school holidays.
Well received activities, good environmental learning opportunity. Well attended and feedback very positive.
9. To consider correspondence regarding the festive lighting switch on date, and provide instruction to the clerk.
Crafty Legs request involvement by bringing stalls, festive chestnuts roasting etc. Members instructed clerk to enquire if there will be a cost to town council, how many stalls they envisage bringing. Clerk instructed to communicate with salvation army and produce carol sheets. Letters to go to town centre businesses advising of the switch on and the craft stalls to afford them the opportunity to keep their shops open slightly longer etc.
10. To receive a verbal update from the clerk regarding the two living Christmas trees on the Park estate.
Both tree projects on hold at the moment due to annual leave. Clerk instructed to obtain quotations for tree lights.
Councillor HamerThomas left the meeting at this point.
11. To consider correspondence about a ‘Trunk or Treat’ event 30th October 2023.
RESOLVED Town Council will assist in promoting the event, members will go along if they are available. Mayor to attend.
12. To receive verbal feedback from the Chair on members requirements for a family fun day at Gilfach Bargoed Community Centre, and the Cinema Afternoon Tea event for older people and provide instruction to the clerk.
The clerk advised of no expressions of interest being received for a family fun day at the community centre, and one organisation having responded regarding an event for older people. Members talked about these activities, resolving to revisit a family fun day event in 2024. Options for an event for older people were discussed with the organisation who responded having proposed two options of either an afternoon tea with two artists performing, or maybe a pantomime with light refreshments. Members were very keen on delivering something new and instructed the clerk to liaise with the organisation to request a new quotation for a pantomime in December. Members to make a decision on the event to be funded at a special meeting next week.
13. To discuss planning for commencing community litter picking activities.
RESOLVED Clerk to contact keep Wales tidy to make arrangements.
14. To receive recommendations from the biodiversity working group on the following environmental activities in the community:
 - (i) Park estate community orchard – Replace 2 dead trees; RESOLVED £40 expenditure, Purchase daffodil & tulip bulbs RESOLVED £30 expenditure. Purchase 6 fruit bushes for the two new raised beds, RESOLVED £60 expenditure (Cwtsh project).
 - (ii) Food growing garden area at Yew Street Park – Purchase 8 fruit bushes RESOLVED £80 expenditure, and daffodils & tulip bulbs RESOLVED £30 expenditure.
 - (iii) Crochet/Knitted displays – to come in and returned to clerk to arrange for washing asap. Clerk advised having spent £100 on wool so far leaving £300 original allocation of expenditure. Members instructed the purchase of netting. Deputy Mayor to provide support with supplier details.
 - (iv) Wales in Bloom & Bargoed in Bloom – improver level 2 result for Wales in Bloom, not enter next year, keep developing, Bargoed in Bloom huge success with high engagement from town centre businesses – RESOLVED to encourage an annual event with £250 sponsorship from town council to be given to the event organiser for the prize monies. Make certificate presentation at the forthcoming stakeholder event in October. Clerk to advise winning businesses and event organisers.

The meeting was temporarily suspended for the clerk to leave the room.
Councillor D Ingram Jones left the meeting at this point.

The meeting resumed the business of the agenda 5 minutes later when the clerk returned to the room.

(v) Remaining activities to be delivered under the Cwtsh Community Gardening Project.
Two sets of raised beds still to go out into the community – Park Estate Orchard, Heolddu Big Box Bite. Clerk to make contact with Heolddu as soon as possible. Tools also to go to Heolddu and topsoil to be purchased for both locations.

RESOLVED to purchase 6 perennials, tulip & daffodil bulbs for Awaken House of Prayer beds £90 expenditure (Cwtsh); 10 fruit bushes, vegetable seeds for St Gwladys Church yard beds £110 expenditure (Cwtsh); 6 fruit bushes, vegetable seeds for Heolddu Big Box Bite beds £70 expenditure (Cwtsh). £100 expenditure authorised for additional gloves to be purchased (Cwtsh)
Clerk instructed to request the reallocation of underspend grant funds to be redesignated for replacement of planters on Hanbury square along with bulbs and shrubs.

15. Items from the clerk:

- (i) Reminders of the forward work plan workshop sessions – two dates reminded to members.
- (ii) Update on the 2023 Bargoed in Bloom prize winners – all three prizes paid now, certificates still to be completed.
- (iii) Confirmation regarding wreaths and lamp post poppies – members requested to confirm the dates the lamp post poppies will be displayed – clerk advised having requested updated information – members to commence putting out poppies 1st November.
- (iv) Floral displays outside police station – feedback provided to members – no further action
RESOLVED.

The committee agreed to extend the meeting time to complete the business of the agenda.

The press and public were excluded from the remaining two items on the agenda for this meeting.

16. To consider quotations for the provision and installation of the cut Christmas tree for Hanbury Square in Bargoed, approve the 2023 contractor and authorise the expenditure as appropriate.
RESOLVED JS Lee to be engaged to provide the cut Christmas tree. £1,000 authorised expenditure.

17. To consider quotations for the provision of 2023 festive lighting services, approve the contractor and authorise expenditure as appropriate.
RESOLVED Elsbury Access Platforms Ltd to be engaged to provide 2023 festive lighting services. £7,500 maximum expenditure authorised.

This completed the business of the agenda.
The meeting was closed at 12.50pm