



## 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)

### **Draft Unapproved Minutes of the Special Events and Environment Committee Meeting 7<sup>th</sup> March 2024**

Present: Councillors R Carroll; S Hamer-Thomas; P Collins; DT Williams; J Bissex; D IngramJones; C Andrews; Y Price.

Also in Attendance: Mrs H Williams, Clerk; Mr T Oliver, Deputy Clerk; Councillor J Davies (observing)

Meeting Chair: Councillor P Collins

The Chair welcomed everyone to the Special Events and Environment Committee Meeting advising his invitation to the chair and vice chair of the Community Engagement Committee to join the meeting to contribute to agenda items six and ten.

1. To receive Apologies for Absence : Councillor R Price (family commitment); Councillor M IngramJones (health); Councillor H Llewellyn (family commitment).
2. To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate. No declarations received.
3. To receive, approve and sign Minutes of the Events & Environment Committee 1<sup>st</sup> February 2024. RESOLVED to approve and sign the minutes with Cllr Carroll moving and Cllr Williams seconded.
4. Press and Public Participation Session – no enquiries received by the clerk.
5. To receive feedback from the St David's Day Afternoon Tea event for over 60s at Gilfach Bargoed Community centre and note any learning.  
Members spoke about the need for more tables and chairs if the venue is to be used again, of having received mixed feedback about refreshments, and difficulties with sound quality at times. Participants feedback included thanks, being 'over the moon', enjoyment of the children's performances, appreciation of the volunteers from Heolddu school. School staff fed back that the time of day was perfect to fit with the school day, the children enjoyed themselves and they would like to be kept informed of future opportunities to perform. Members instructed the clerk to extend their thanks to the volunteers from Taraggan, the community centre, Platform and Heolddu school, and to write a letter to each of the three primary schools thanking the children for their performances.

The chair proposed a motion to move on to agenda item 7 having been informed that the Community Engagement Chair was running slightly late. RESOLVED to move on.

7. To receive verbal feedback from the clerk following meeting with the CCBC Parks department, consider proposals for Aberbargoed and Bargoed wards and authorise expenditure as necessary.
- The clerk gave a verbal account of information obtained confirming members thoughts that any development of the listed toilet block building in Bargoed park would require a full proposal submission to Caerphilly County Borough Council prior to any background research being commenced by officers. Members spoke about the viability of such a project and RESOLVED to dismiss the project idea for forthcoming few years. Should a community interest company express an interest in taking this project forward members will be happy to work with them to see it come to fruition.
- Councillor Andrews joined the meeting at this point.
- The clerk moved on to provide information about the bottom end of Yew Street park in Aberbargoed and the ground to the rear of the bus stop area advising this is CCBC Highways land and any planting would need the permission of Highways. Members instructed the clerk to liaise with Highways for a site meeting and permission to proceed. Members spoke about costs for planting of shrubs and development of a sensory area in Bargoed park and planting of well established fruit trees in the Autumn months.
- RESOLVED to authorise expenditure of £1,600 instructing the clerk to engage the services of the parks team to plant flowering shrubs and implement the start of a sensory area under the nature isn't neat programme, with a Bargoed Town Council plaque installed.
- Earmarked funds to be put in place for fruit trees to be planted in the autumn at a cost of approximately £80 per tree.
- The chair thanked the clerk for the information and proposed members revert to agenda item 6. RESOLVED unanimously to support the motion to revert to the business of agenda item 6.
6. To receive Members suggestions for use of the remaining £514 charitable donations budget for 2023-2024 and authorise expenditure as appropriate.
- The chair invited the Community Engagement chair, Cllr Andrews to speak on this item. Cllr Andrews proposed the remaining budget be used to support delivery of a Dementia Friendly Bargoed initiative with Bargoed Town Council delivering a small music event during Dementia Action Week working in collaboration with St Gwladys Church Hall Croeso Café. A Dementia Friendly Music Tea & Coffee morning with participants performing, local choirs invited to sing and encouraging participants to join in, other local artists to be invited to join the event if they have connections to dementia friendly initiatives with light refreshments provided during the coffee morning.
- The chair thanked Cllr Andrews for the suggestion and asked if there were any other proposals.
- Members spoke about feedback from the Bargoed branch of the Royal British Legion with a suggested commemorative service in St Gwladys Church to mark the 80<sup>th</sup> anniversary of DDay with a veterans coffee morning afterwards. The clerk provided information from St Gwladys church that there are clergy available on Thursday 6<sup>th</sup> June as this is traditionally the day of the week that they deliver a midweek service, and that should members wish to deliver a commemorative service this would be possible. The church hall would be happy to provide light refreshments at a cost of £200. The clerk also provided information about commemorative flags for the 80<sup>th</sup> DDay anniversary, advising the cost of £28.80 for a large 5' x 3' flag and £22.40 for a small 3'x2' flag. Members spoke about the flag pole in Aberbargoed ward and the memorial garden in Gilfach.

The committee was unanimous in their support of both proposals and RESOLVED to instruct the clerk to top up the charitable donations budget from their underspent training budget to allow for both community activities to be delivered. The clerk was instructed to purchase two large and one small flag, which are to go on display for a period of one week. St Gwladys Church to be approached to deliver a commemorative service on Thursday 6<sup>th</sup> June 2024 with expenditure of £200 authorised for refreshments and up to £90 for flags. The clerk was instructed to liaise with the Bargoed RBL branch and St Gwladys church hall regarding their facilitation of this activity. Members resolved to approve expenditure of £500 to support the Dementia music initiative on Thursday 16<sup>th</sup> May from 10am-11.30am.

8. To consider a request for a meeting from the organisers of the 2023 Bargoed in Bloom initiative and provide instruction to the clerk.  
RESOLVED to instruct the clerk to invite representatives from the business to attend the next meeting of the committee on 25<sup>th</sup> March 2024.
9. To receive updated information from the clerk on Christmas tree lighting options, consider quotations and approve the expenditure.  
The clerk provided details of three quotations obtained for Christmas tree lights following instruction from the previous meeting and advised that feedback from the installation contractor suggested more heavy duty lights would be more suitable for the Aberbargoed living tree next year. Members reviewed their options and RESOLVED to authorise expenditure of up to £1,400 to purchase 24V low energy, colour changing cherry lights from Blachere sufficient to cover the tree for the next few years, allowing for growth.
10. To consider quotations for the purchase of hi-vis vests and coats for Members and approve expenditure.  
The deputy clerk reviewed quotations with members from four different suppliers making a recommendation that a local business is able to provide high quality garments at very competitive prices. A member spoke about the importance of being mindful of health and safety legislation and the industry recognition of colours pertaining to the roles assumed during community events with the distinction of who is a steward and who is a supervisor for event purposes. Members spoke about the need for warm, waterproof jackets during winter months and a simple, hi-vis vest for spring summer activities. Councillor Carroll proposed 15 yellow jackets and vests are ordered with the word Councillor on the front and Bargoed Town Council on the back, Councillor D IngramJones seconded the motion. The chair sought any further proposals. Members unanimously RESOLVED to approve the motion authorising up to £700 net expenditure.

Councillor Bissex left the meeting at this point.

11. To provide instruction to the clerk in respect of the community orchard and food growing area authorising expenditure as appropriate.  
Members RESOLVED to instruct the clerk to seek quotations from suitably experienced, local contractors and secure the strimming of the community orchard on the park estate. Expenditure of up to £300 net was authorised. The clerk was instructed to make enquiries about the cost of annual maintenance for the community orchard moving forward and report back to the committee. Remaining funds to be earmarked to support the purchase of fruit trees for the autumn planting.

The Chair thanked the Committee for all their input and closed the meeting at 12.22pm