



Bargoed Police Station
Hanbury Road
BARGOED
CF818XF

Website: www.bargoedtc.org.uk

DRAFT Unapproved Minutes of the Policy and Resources Committee Meeting Thursday 20th February 2025

Present: Councillors R Carroll; C Andrews; J Bissex (online); P Collins; C Bissex-Foster (online); H Llewellyn.

Also in Attendance: Mr T Oliver, Deputy Clerk; Mrs H Williams, Clerk.

Meeting Chair: R Carroll (Deputy Mayor)

1. To receive Apologies for Absence.
Councillor J Davies (Senedd business).
2. To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate.
No declarations made.
3. Press and Public Participation Session.
No enquiries received by the clerk.
4. To receive, approve and sign Minutes of the last Meeting 23rd January 2025.
RESOLVED, to approve the minutes as a true record of business.
5. To review and approve bank reconciliations of 31st January 2025 and payment list to date.
The committee reviewed bank reconciliations and payments list on screen noting a healthy bank balance moving towards the year end. RESOLVED to approve and sign both reconciliation and payments list.
6. To receive a verbal report from the Clerk regarding:
 - i. Confirmation of precept demand being made to CCBC – the Deputy Clerk provided members with details of email confirmation being received from CCBC of the precept demand for 2025-26 totaling £224,240 equating to a band D precept of £59.41.
 - ii. Information on the Central Digital Platform for contracting authorities and the Procurement Act 2023 which goes live 24th February 2025 – the Deputy Clerk spoke about the new act going live on 24th February and a new UK wide central digital platform for contracts being established. He explained that Sell2Wales will integrate with this platform to make contracting more straightforward. Bargoed Town Council is registered with Sell2Wales, but at the moment contract levels do not necessitate tendering. We will continue to monitor developments. A member requested detail of the link to be able to find out more about the central digital platform. The Deputy Clerk was instructed to forward the link to the member.
 - iii. Reserve Member appointment to scrutinise quarterly accounting records – with the committee's permission officers would like to confirm Cllr Bissex Foster as the reserve member for undertaking quarterly scrutiny of the accounting records in the absence of Cllr Collins with view only access of the electronic records. Members RESOLVED to approve Cllr Bissex-Foster to this reserve role.
 - iv. Banking updates – the Deputy Clerk confirmed Cllr Davies now has access to current accounts for emergency purposes and other administrative arrangements are underway.

Meeting Minutes

Signed: _____ Date: _____

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- v. Internal Audit arrangements – Members were advised of Mr Fisher having received view only access of the electronic records, and files will be with him week commencing 14th April 2025 for internal audit to be undertaken.
Councillor Bissex left the meeting at this point.
- vi. Price increase notification from British Telecom – the Deputy Clerk spoke about having received notification of a 5% increase from BT and officers are currently researching alternative opportunities.
- vii. Future committee meeting dates & times – the clerk confirmed March and April meeting dates, and members spoke about availability for May 2025. A revised date of 11am on Thursday 22nd May was agreed. All meetings from June onwards will be discussed with the new committee members at annual meeting.

7. To consider an invitation for the s151 officer at CCBC to attend committee and discuss an investment strategy for town council.

Members RESOLVED to instruct the Deputy Clerk to make an invitation as soon as possible.

In accordance with standing orders, the next item on the agenda is confidential, therefore the press and the public are excluded from this item.

8. To receive the confidential draft unapproved minutes of the special meeting of the HR & Staffing Committee 4th January 2025.

Councillor Bissex rejoined the meeting.

Draft unapproved minutes of the HR & Staffing Committee were noted.

This concluded business of the agenda and the chair closed the meeting at 14.38pm