



Bargoed Police Station  
Hanbury Road  
BARGOED  
CF818XF

Website: [www.bargoedtc.org.uk](http://www.bargoedtc.org.uk)

## **Minutes of the Policy and Resources Committee Meeting Monday 28<sup>th</sup> April 2025**

Present in person: Councillors R Carroll; C Andrews; P Collins; H Llewellyn.

Present remotely: Councillor J Bissex; C Bissex-Foster;

Also in Attendance: Mr. T Oliver (Deputy Clerk), the clerk was present in the room but not at the meeting.

Meeting Chair: Councillor R Carroll (Deputy Mayor)

Officers advised that the hybrid meeting system was experiencing technical difficulties, and the team will attempt to rectify the situation as quickly as possible. Members joining remotely were contacted and advised on the situation.

1. To receive Apologies for Absence – Councillor Davies (work)
2. To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate – the chair declared an interest in item 5(iii);
3. Press and Public Participation Session – no enquiries received.
4. To receive, approve and sign Minutes of the last Meeting 24<sup>th</sup> March 2025 – RESOLVED to approve the minutes as a true record.
5. To review and approve bank reconciliations of 31<sup>st</sup> March 2025, discuss and approve the following expenditure:  
The Deputy Clerk drew attention to the slightly increased cost of perennials and the need for officers to go back to the insurers to increase the fidelity guarantee to £300,000 because of an increased end of year bank balance than that which was forecasted. Members RESOLVED the following:
  - (i) £95.71 (net) for Easter trail prizes
  - (ii) £74.85 for flowering perennials
  - (iii) £22.20 for renewals at town hall
  - (iv) To approve the payment list to date.
6. To receive confirmation of responses to the local planning authority in respect of planning applications:
  - 25/0126/HH 9 Heol Y Bedw NP12 0RU – no comments or objections submitted
  - 25/0169/HH 15 Hillside Park CF818NJ - no comments or objections submitted
  - 25/0192/FULL 1 Woodland Place CF818LD – clerk submitted a town council response to the local planning authority encouraging neighbours views being taken into consideration.
  - 25/0204/HH 149 Bedwellty Road CF819DN - no comments or objections submitted
  - 25/0219/COU 17 Cross Street CF818RX – deputy clerk advised that the clerk has declared an interest in this application and he will be submitting a town council response urging neighbours views to be taken into consideration.Councillors Bissex and Bissex-Foster joined the meeting at this point. The deputy clerk provided members with a recap of discussion on planning applications.

7. To note items of correspondence from the following organisations:
- Kids Cancer Charity – thank you letter noted
  - SSAFA – the Armed Forces Charity – thank you letter noted
  - Lloyds Bank Ltd - noted
8. To conduct a review of expenditure against the budget for the 2024-25 financial year and discuss Earmarked Reserves.
- Members reviewed the expenditure, noting several items not able to be finished by the end of financial year and have been allocated in earmarked reserves. Deputy clerk spoke about the management of reserves and the way the Scribe system works, explaining that the Earmarked Reserves figures don't generally figure within the budget, but are included as incoming resources for that specific year if or when they are used to complete a project.
9. To consider the repairs required to the brick seating area at Aberbargoed bus stop on Commercial Street and discuss a request from Caerphilly County Borough Council regarding a financial contribution from Town Council.
- RESOLVED to advise that on this occasion Members are not able to make a contribution.
10. To receive items from the clerk as follows:
- (i) Confirmation of redeclaration compliance with the Pensions Regulator 16<sup>th</sup> April 2025 and Information Commissioners Office Re-Registration – deputy clerk provided sight of the re-declaration registration.
  - (ii) Arrangements for PAT testing at town hall – confirmation of arrangements 8am 29<sup>th</sup> April 2025.
  - (iii) Removal of disused/obsolete furniture from storage area – members thanked the chair and Councillor Collins for removing the broken furniture from the storage area.
  - (iv) Volunteers for the decorating of the hall Sunday 4<sup>th</sup> May 2025 – members and officers will be at the church hall 6.30pm Sunday evening to prepare the room.
  - (v) Audit notice publication – deputy clerk explained the legal requirements of the notice which will now be displayed.
  - (vi) Confirmation of VAT refund request – deputy clerk advised of the first quarter claim having been submitted totaling £992
  - (vii) The situation with the lease renewal at the courthouse and provide instruction to the clerk – members instruction was to communicate with the police and crime commissioner's office with a gentle request regarding payment and lease renewal.
11. To consider and approve the updated contractor quotations on the addendum to the floral displays contract in respect of placing, removal, cleaning and storage of the remembrance poppies, silent soldiers and craftwork displays.
- Members RESOLVED to authorise slightly increased costs for the addendum to the contract. JS Lee will be managing installations, take down, cleaning and storage of all craftwork displays, and remembrance displays. £1800 expenditure authorised.
12. To receive information from the clerk regarding the recent road traffic accident in Bargoed Town Centre and the implications for the Town Council.
- Members were briefed on the loss suffered by Town Council in respect of the festive lighting in the tree that was hit by the vehicle involved, and that there will be a call out fee from the contractor who dealt with the lighting cables. Officers will liaise with CCBC regarding recovering the loss from the relevant people.

This concluded business of the agenda and the Chair closed the meeting at 11.40 AM.