

## **Draft Unapproved Minutes of the Full Council Meeting 17<sup>th</sup> September 2025**

Present in person: Councillors H Llewellyn; R Carrol; P Collins; Y Price; J McCarthy; C Bissex-Foster; J Bissex.

Present remotely: Councillors S Hamer-Thomas; R Price.

Chairperson: Councillor H Llewellyn

Also Present: Mrs. H Williams (Town Clerk / RFO)

**To receive Apologies for Absence:** Councillors D Ingram-Jones; C Andrews; M Ingram-Jones (all away)

**To receive Declaration of Interests or dispensations on any item(s) on this Agenda**

No declarations made

**Press and Public Participation Session:** No enquiries received by the clerk.

### **1. To note the content of the Gwent Police Monthly Report.**

Members extended their thanks to the inspector for the quality of the monthly reports. The clerk reminded the meeting of the opportunity to consult the inspector on issues, should they wish, through the online arrangements.

### **2. To review and approve DRAFT Unapproved Minutes of the Full Council Meeting 16<sup>th</sup> July 2025**

RESOLVED to approve the minutes as a true record of business.

### **3. To note the Update on Bargoed Town Centre Audit July 2025 from the CCBC Town Centre Management Team and provide feedback to the Clerk as necessary.**

Members instructed the clerk to feed back that aco channels remain loose on Hanbury Road; and a trip hazard still remains on the paved area below the steps opposite Hanbury Arms on Lowri Plaza from sunken/lifted paving slabs.

Councillor R Price joined the meeting

### **4. To receive the minutes of the One Voice Wales Area Committee meeting 30<sup>th</sup> July 2025 and hear from the clerk.**

The clerk provided a brief review of the minutes advising she has fed back that two of the 2026 meeting dates clash with full council meetings, as does the October 2025 meeting date; also that a 7pm start time is rather late for a regular meeting. Members attention was drawn to the file availability of practice development notes from One Voice Wales, and that the events detailed at minute reference 70 of 1<sup>st</sup> October and 12<sup>th</sup> November, Councillors Y Price and J McCarthy are attending with the Clerk and the Clerk will be attending respectively. Minute reference 72 provides Members with useful, thought provoking information from colleagues.

**5. To receive a verbal report from the biodiversity working group and consider recommendations in respect of:**

Councillor Collins reported on behalf of the working group.

Contractor advised of car park railings not being viable for displays moving forward on H&S grounds.

Members requirements for something freestanding and/or alternatives will be needed.

The clerk received advice that CCBC Highways instructed the removal of several of the rail planters in Caerphilly town this year citing hazard to motorists. The clerk has sought feedback from Highways as this would have implications for both floral displays and the craftwork.

Members agree the floral display programme has been fabulous from the Winter planting and Spring bulbs through the whole of the Summer. The recommendation of the working group is to seek quotations on the exact same basis as last year, including watering of the 3 octagonal planters on Hanbury square, with the exception that a freestanding display will be required for the open area opposite Murrays on Upper High Street in Bargoed.

It is recommended that Community displays of Craftwork and Remembrance items be included in the contract for floral displays.

i) alternative floral display provision at Upper High Street in Bargoed

Members instructed the clerk to include a freestanding pyramid using rail planters in the specification for the floral displays.

ii) quotations to be sought on the same basis as this financial year with the exception of Upper High Street

RESOLVED to seek quotations using a slightly amended specification for Winter planting, Spring planting and Full Summer display provision including watering, storage and management; the management of community displays for remembrance and craftwork; watering of three octagonal planters on Hanbury Square and provision of a freestanding pyramid for Upper High street in Bargoed. The clerk was instructed to seek information on the pricing of additional recycled half barrels for use in the community.

iii) daffodil bulbs purchased in the same quantity as last year and offered to the community for planting.

The working group recommendation is for the same amount to be ordered and distributed to community groups such as Aberbargoed Orchard and Hangar.

Members RESOLVED to support the recommendation authorising 4 x 25g bags (each with 250-400 bulbs) for distribution to the wider community by Members. Up to £250 expenditure authorised

iv) 8 Apple Trees purchased for each of Aberbargoed Orchard and Bargoed Urban Parks with expenditure of £160 per tree to be authorised.

RESOLVED to approve the working group recommendations to expand Bargoed Park orchard with a further 8 trees £1280 authorised expenditure; and Members instructed the clerk to facilitate a site meeting with CCBC head ranger and the volunteers for Aberbargoed Community Orchard also placing an order for 0 Apple Trees from CCBC £1600 authorised.

v) approval of a £200 budget for planting of the 3 octagonal planters on Hanbury Square which are managed by members. RESOLVED to approve a £200 budget.

**6. To note the content of draft unapproved minutes of the Policy & Resources Committee 31<sup>st</sup> July 2025 and consider its request in respect of:**

i) Investing in CCLA

Meeting Minutes

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

RESOLVED to instruct the clerk to open a Public Sector Deposit Fund investing £50,000 reserves into the account.

ii) A policy decision regarding annual financial support for the two foodbanks

Members RESOLVED to approve £500 donation to both foodbanks, payable 1<sup>st</sup> November 2025, with terms and conditions specifying the funds to be restricted to purchase food products only and receipts to be provided to the town council. Consideration of any future donations to be conditional upon the production of proof of food purchases.

## **7. To receive a verbal report from the Mayor on civic activities since the last meeting.**

Mayor reported attendance at a 90<sup>th</sup> birthday in August 2025; a 100<sup>th</sup> birthday in September 2025; opening the Bargoed Gardening Club Fair at Gilfach Bargoed Community Centre and made a presentation of small gifts to the two outgoing Youth Representatives.

## **8. To receive a summary of communications from Caerphilly County Borough Council departments and consider options for the May 2026 event.**

The clerk provided detail of correspondence and Members spoke about the popularity of some of the super hero themed vehicles at the May fair events to date. Members were requested to consider themes and creative names for future events and report these back to the next meeting.

## **9. To receive items from the Clerk in respect of:**

- a) Publication of Member Allowances – clerk reported these being uploaded 3<sup>rd</sup> September 2025
- b) Communication from an Aberbargoed resident – Members spoke about being invited guests to community remembrance activities as Bargoed Town Council do not facilitate such events.
- c) Correspondence from the Morrison's store manager – the clerk was instructed to liaise with town centre team and facilitate a meeting to discuss the artwork proposal further.
- d) Updates to the Register of Members Interests – the clerk reported having updated the register for two Members recently and provided all remaining Members with a reminder of their obligations under the code of conduct in respect of the register.
- e) A request for Members to confirm their policy decision of providing financial support to key community venues with the winter fuel bills.  
RESOLVED to provide the four key community venues of St Gwladys Church Hall; Cartref Community Hall; Gilfach YMCA and Gilfach Bargoed Community Centre with a donation of £500 each to support their winter fuel bills 2025-26. Members spoke about the importance of these venues to the community as they provide essential support services.
- f) A request for full council to instruct the P&R Committee to debate community sport sponsorship and financial support for the school uniform banks.  
Members instructed the clerk to ensure these items are included on the next meeting agenda.
- g) Amendment to workshop dates – clerk advised Members of amendment to the calendar in respect of these workshop dates.

## **10. To note the draft Unapproved Minutes of the Engagement and Wellbeing Committee and hear two requests for Members input from Councillor McCarthy.**

Councillor McCarthy reported back in the absence of both chair and deputy chair. Members are encouraged to start sharing Instagram feeds to generate a wider audience as soon as possible.

Item 5b – unfortunately only 2 businesses said they would take part this year. Members think a new strategy is needed to work with traders, either a small grant is offered or town council purchase scarecrows. A pre-Christmas activity could be considered.

5e – school governors please can you seek the go ahead for town council to share 2 or 3 e-bulletins with them for distribution via school channels

7 – Members are requested to make suggestions for community wellbeing activities that town council could consider developing, and also activities specifically for teenagers. Members are also being asked to assist with an information pack for young people to try and encourage them to either take up volunteering activities in the community, or to consider becoming a youth representative at town council. The deadline for suggestions from Members being 1<sup>st</sup> November 2025. The committee plans on engaging with the schools and visiting year 10 students at a PSE lesson in 2026.

**11. To receive a report on the proposed amendments to the One Voice Wales Constitution which is to be presented to the conference 1<sup>st</sup> October 2025.**

RESOLVED to support the amendments as proposed.

*In accordance with Standing Order 11, the minutes of the HR and Staffing Committee are Confidential, therefore the following agenda item is not open to the public.*

**12. To receive confidential, draft unapproved minutes of the special HR and Staffing Committee Meeting 5<sup>th</sup> September 2025 and consider its recommendations.**

Please refer to confidential minutes of item 12.

The meeting was closed at 19.54pm