



Minutes of the Policy and Resources Committee Meeting Thursday 25th September 2025

Present in person: Councillors P Collins; H Llewellyn; R Carroll; Y Price; J Davies.

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

Meeting Chairperson: Councillor R Carroll

The chair advised the committee that Councillor Y Price has agreed to fill the vacancy on the committee.

To receive Apologies for Absence.

C Bissex-Foster (Away); C Andrews (CCBC)

To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate.
No declarations received.

Press and Public Participation Session. No enquiries received by the Clerk.

1. To receive, approve and sign Minutes of the last Meeting 31st July 2025.

Councillor Collins moved, Councillor Llewellyn seconded. The committee RESOLVED to accept the minutes as a true record of business.

2. To hear from the Clerk, review and approve bank reconciliations of 31st August 2025 and 10th September respectively and review the payment list to date.

The clerk provided a verbal explanation of an administrative discrepancy on the bank reconciliations from June to September 2025 wherein interest had not been factored into the accounting system. This has been rectified as at 10th September 2025, and an additional checking process implemented with effect from September 2025. Members reviewed the payments list and discussed payments currently in the system for floral and community displays and also selection boxes as requested by council earlier in the year. The clerk advised following receipt of quotations, she is working with the store manager at Morrison's to secure stocks. Members revisited expenditure for selection boxes to allow for larger boxes to be provided up to £4,400 expenditure.

3. Members are requested to delegate a small working party to:

Councillors Davies, Y Price and one other. Councillor Collins will join the working party should neither absent Members wish to participate.

4. To hear from the Clerk, note the content and provide instruction on the following:

i) Gwent Employer News July 2025 - content noted and Members instructed the clerk to include the pension training on the training plan.

ii) Members published allowances 2024-25 – the clerk confirmed compliance.

iii) Canva Pro license costs – Members noted an additional £100 commitment to go into the budget planning.

iv) Feedback from community wellbeing activities throughout the Summer (Gilfach Bargoed Community Centre/Parent Network/CCBC Sport/Forces Fitness/Skateboard Academy)
Members noted excellent take up and feedback from providers, advising the clerk to seek quotations for next year's provision, to advise CCBC of town council intention to deliver at Easter in Aberbargoed one week, Heolddu two weeks, and increase the budget accordingly. February & Easter skateboarding provision will be considered after budget review; Forces Fitness sessions to be included in 2026 provision and potentially consider YMCA additional base. Dinosaur Event to be repeated again in 2026 with an increased budget of £500.

v) Festive Lighting Damage

Members RESOLVED to write off the string lights damaged on Royale Square and advise insurers accordingly. The committee also RESOLVED to support Elsbury's instruction to Lloyds Beal Ltd to carry out anchor testing on the cross street festive lighting in response to CCBC new guidelines. £845+vat expenditure authorised with the clerk being given delegated authority to spend up to £1,500 in total should additional repairs be needed.

5. To consider quotations for electrical work needed for the use of the Artificial Cone Tree in Aberbargoed and provide instruction to the Clerk.

Quotations were considered. The committee RESOLVED to appoint GW Electrical to undertake the work to restore the power supply to the garden for the artificial cone tree. £700 + vat expenditure authorised.

Councillor Llewellyn sought the chair's permission to speak at this point, advising he needed to leave early and would like to extend thanks to those who drafted the Environmental report. He left the meeting at this point.

6. To consider grant applications from:

- i) Bargoed Gardening Club – RESOLVED – to award a grant of £250
- j) Aberbargoed Ladies Choir – RESOLVED – to award a grant of £250
- k) Margaret Street Allotment – RESOLVED – to award a grant of £250

7. To review the DRAFT Biodiversity and Resilience of Ecosystems Duty Report and Action Plan 2025 as produced by the town council biodiversity working group and edit as necessary.

RESOLVED to publish the Biodiversity and Resilience of Ecosystems Duty Report & Action Plan 2025 in compliance with the Environment (Wales) Act 2016 Part 1 – Section 6. The clerk was instructed to liaise with the six primary schools to enquire if they would be interested in recycled whiskey barrels for children's planting projects.

8. To hear from the Clerk, consider budgets and town council requirements for the large joint events planned with Caerphilly County Borough Council and provide instruction to the Clerk.

Members instructed the clerk to seek expenditure breakdowns for the large joint events and bring this item to a future meeting of the committee for review. Members were encouraged to give thought to alternative options for festive activities should economics prevent three events from being delivered in the future.

9. To review, edit and adopt the following New policy and procedure documents:

Stress Management Policy

IT Information Security Policy

Both policies were reviewed and adopted by the committee.

10. To discuss town council engagement with the local school uniform bank delivered by the

Meeting Minutes

Signed: _____ Date: _____

Parent network and consider financial support with room hire costs and promotion of volunteering opportunities, as a means of supporting families in response to the cost of living crisis.

Members expressed concern about the level of room rental per week, however generally felt as this is a county borough wide service that all community councils should be supporting it. Members requested the clerk seek additional information on the number of families from the town council area who use the services by the next meeting and they will revisit a financial contribution.

11. To consider the reserves set aside to support the Bargoed Rugby Club CCTV and provide instruction to the Clerk.

The clerk was instructed to continue to press for information and invoicing. The reserves to stay in place for the time being.

12. To receive confirmation of responses to the local planning authority in respect of planning applications:

- 25/0574/FULL 14 Dwellings at Ty Fry Road East UI Aberbargoed
- 25/0551/RET 35 Y Ffordd Wen Aberbargoed CF81 9EE
- 25/0508/COU Arthur Balfour Conservative Club Commercial Street Aberbargoed
- Pre-Application Consultation 40 dwellings on Land South of Bedwellty Road Aberbargoed

The clerk confirmed that no Member comments or objections were submitted to the local planning authority in respect of the four applications.

The Chairperson thanked Members for their attendance and closed the meeting at 12:51 PM.