



BARGOED TOWN COUNCIL

Bargoed Police Station
Hanbury Road
BARGOED
CF818XF

Website: www.bargoedtc.org.uk

Dear Councillor,

18th September 2025

The next meeting of the Policy and Resources Committee will be held at **11am Thursday 25th September 2025**. The meeting will be held at the Town Hall, on a hybrid basis using MS Teams in accordance with the provisions of The Local Government and Elections (Wales) Act 2021.

The business to be transacted is as set out on the agenda below:

AGENDA

To receive Apologies for Absence.

[Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk.]

To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate. [Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, and the Code of Conduct for both Councillors and Clerk.]

Press and Public Participation Session. (Members of the public who wish to speak on any item on the agenda should contact the Clerk prior to the meeting).

1. To receive, approve and sign Minutes of the last Meeting 31st July 2025.
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.
3. Members are requested to delegate a small working party to:
 - a) Conduct a review of Internal Financial Controls
 - b) Review a draft procedure for transfer of documents on change of RFO
 - c) Consider Bank Accounts, costs and interest rates
 - d) Review and update the Reserves policy statement
 - e) Draft a proposal for IT Resources for Town Council to be considered by Full Council in their budget discussions.
4. To hear from the Clerk, note the content and provide instruction on the following:
 - i) Gwent Employer News July 2025
 - ii) Members published allowances 2024-25
 - iii) Canva Pro license costs
 - iv) Feedback from community wellbeing activities throughout the Summer (Gilfach Bargoed Community Centre/Parent Network/CCBC Sport/Forces Fitness/Skateboard Academy)
 - v) Festive Lighting Damage

5. To consider quotations for electrical work needed for the use of the Artificial Cone Tree in Aberbargoed and provide instruction to the Clerk.
6. To consider grant applications from:
 - i) Bargoed Gardening Club
 - ii) Aberbargoed Ladies Choir
 - iii) Margaret Street Allotment
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. [Members are reminded that the town council has a duty to publish their report and action plan by the year end 2025]
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.
9. To review, edit and adopt the following New policy and procedure documents:
 - i) Stress Management Policy
 - ii) IT Information Security Policy
10. To discuss town council engagement with the local school uniform bank delivered by the 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.
11. To consider the reserves set aside to support the Bargoed Rugby Club CCTV and provide instruction to the Clerk.
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
 - PreApplication Consultation 40 dwellings on Land South of Bedwellty Road Aberbargoed

Yours faithfully,

H S Williams

Mrs Helen Williams (Clerk / RFO)