

Minutes of the Full Council Meeting 15th October 2025

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

Present remotely: Councillors S Hamer-Thomas; R Price; J Bissex; M IngramJones

Chairperson: Councillor H Llewellyn

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

To welcome officers from Aberbargoed Fire Station and receive a verbal report from them on recent community activities.

No officer in attendance. Email apologies received by the clerk following the meeting – an incident detained the team. Arrangements made for report to be given to the next available committee meeting 30th October 2025.

To receive Apologies for Absence: Councillor Collins will be arriving late.

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.

No officer in attendance. Email apologies received by the clerk following the meeting – an incident detained the team. Members commented that perhaps the increase in stats for Gilfach ward related in some way to the vehicle initiative run by the police that month.

2. To review and approve DRAFT Unapproved Minutes of the Full Council Meeting 17th September 2025 – RESOLVED to approve the minutes with Cllr Davies moving and Cllr Y Price seconding. Councillors Andrews and D IngramJones abstained as they were not present.

3. To receive a verbal update from the Clerk and authorise expenditure for the Over 60s Festive Event being delivered by the Arthur Balfour Conservative and Workingmen's Club in Aberbargoed. The clerk provided Members with detail of older people's budget expenditure to date and balance remaining, and they moved on to speak about the 60+ event being delivered by the Balfour Club Friday 19th December 2025 – from 12.30pm-5pm; confirming a comedian and a singer to provide the entertainment, the buffet will be provided by the local bakery catering for 120 people; a slight increase in the funding for the raffle prizes with the draw being split into two sessions, and the club to run cash bingo if participants would like it. The quotation of £2130 was approved by Members. Doors open 12.30 for tea & coffee; Comedian 1-2pm; Buffet and first raffle session 2-3pm; Bingo and second raffle session 3-4pm; Singer & dancing 4-5pm.

4. To consider an information item from Caerphilly County Borough Council in respect of proposed changes to car park tariffs and tariff structures.
Noted.

5. To receive the Draft Annual Remuneration Report 2026-2027 from the Democracy and Boundary Commission Cymru, consider its implications for next year's budget planning and provide feedback to the clerk for dissemination to the commission.

Meeting Minutes

Signed: _____ Date: _____

Members noted the consultation runs until 18th November 2025 and that the only change for town and community councils in the draft report was the figures for financial loss compensation (£67.45 for up to 4 hours and £134.90 for up to 24hours). The clerk advised Members that as their income is over £200,000 the town council now rises to group 2. The clerk was instructed to ensure the draft budget included Member Allowances at the same rates as 2025-26.

6. To note the content of draft unapproved minutes of the Policy & Resources Committee 25th September 2025 and consider festive activities moving forward.
Noted.

Members discussed the potential for weather to impact on the Winter joint Event with CCBC and that they should start considering an earlier date and/or alternative festive activities for the town.

7. To hear from Members about their suggestions for themes and creative names for the spring town centre event as requested by CCBC Events officers.

Members are not keen on promoting the event as a vehicle themed event as they felt this would not be inclusive or broad enough. It was discussed at length, with some requirements such as the location of the fun house on Hanbury Square; keeping the event fresh; considering the addition of a May Pole and dancing; and perhaps a superhero theme with the inclusion of some vehicles, but not wholly dependent on these. Potential name ideas: Bargoed's Big Bash; Big Day Out in Bargoed; Spring into Bargoed; Bargoed Spring Fling.

8. To receive items from the Clerk in respect of:

a) Reminder of items to be fed in by Members – the clerk reminded Members of their required input for the work of the Engagement & Wellbeing Committee. Specifically information for the youth packs; teenagers wellbeing activities and community wellbeing activities.

b) Communication from the Events officers at CCBC about funfair rides at the Festive Event. Members are requested to authorise additional expenditure if appropriate – Members authorised an additional £1,500 event budget from Event programme reserves to support subsidized funfair rides as at the May Fair.

c) Correspondence from BoxFresh – clerk instructed to respond and to share concerns with CCBC requesting parking enforcement monitoring.

d) Correspondence from a local resident about the skatepark in Bargoed – clerk instructed to share the Parks consultation with the resident and advise Parks department of the communication.

e) To provide the clerk with an indication of IT equipment preferences – Members discussed the need for the 2026-27 budget to be prepared taking account of the needs of new councillors elected in May 2027 as equipment will need to be secured beforehand. The meeting table is slightly too small, but some Members are able to deal with this in house with the purchase of a few additional table legs. Members spoke about requirements noting the tablets not to be suitable for the majority of members. The clerk was instructed to seek information on both the provision of quotations for purchasing basic laptops and also lease agreements. Also to source 5 or 6 additional meeting chairs for additional Members.

The Mayor proposed a motion to amend the running order of agenda items 10 and 11.
Members RESOLVED to approve the motion.

11. To note the conclusion of Audit for the financial year 2024-25 and discuss the item marked for consideration by Members of Town Council.

Members noted the content of the 2024-25 audit completion notice from Audit Wales and instructed the clerk to make arrangement for immediate publication. Inspection period 16th -30th October 2025.

Items of note from Audit Wales commented on assertion one – the setting of priorities in consultation with the community.

The meeting discussed the community consultation on town council priorities, noting the clerk had arranged for these to be on the website. Members instructed the clerk to prepare a short priorities document for use during engagement activities through the remainder of the year to consult the

community.

The 2023-24 updated Annual Return to go out on the website. Two additional Members for the Finance and Governance Toolkit – Councillor D IngramJones and J McCarthy (confirmed after the meeting).

10. To update and confirm the Bargoed Town Council Training Plan, giving consideration to the Finance & Governance Toolkit working group and the Environmental Duty.

Members worked through the training plan, indicated additional modules they are interested in attending, and including a budget for conference and workshop attendance. Due regard was given to ensuring sufficient budget availability for the next financial year to support any change of Members prior to the end of the term of office.

The clerk was instructed to update the plan and publish it on the website taking account of the budget requirement moving forward.

12. To consider the festive family performances available under the Arts Council for Wales Night Out Scheme and provide instruction to the clerk.

The clerk verbally reported the availability of the Arts Council for Wales Night Out Performances. Members were keen to deliver a festive event for families at the Gilfach Bargoed Community Centre in the Park ward. The clerk was instructed to book a Flossy and Boo performance of Sleigh Spotters Sunday 14th December. Budget availability was considered, and ticket prices confirmed at the advised rates from the Night Out team – of £3 adult, £2 concession or £8 family of four. P&R Committee advised to review financial regulations with the clerk to ensure cash handling regulations in place for event tickets.

Prior to closing the meeting the Mayor made Members aware of an invitation from the Bargoed branch of the Royal British Legion to attend a festival of remembrance concert at Heolddu Comprehensive School Friday 7th November 2025 – 5.30pm

The meeting was closed at 19.35pm