



DRAFT Unapproved Minutes of the Policy and Resources Committee Meeting Wednesday 25th March 2026

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

Present online: Councillor C Bissex-Foster.

Also in Attendance: Mrs H Williams (Town Clerk); Mr C Gapper (Deputy Clerk).

Meeting Chairperson: Councillor R Carroll

To receive Apologies for Absence.

Councillor C Andrews (family).

To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate.

No declarations made.

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

1. To receive, approve and sign Minutes of the last meeting 14th January 2026.

Resolved to approve the minutes – Councillor Collins moved, Councillor Bissex-Foster seconded.

2. To review and approve bank reconciliations for January and February 2026 along with the payment list to date.

Members reviewed both sets of bank reconciliations and worked through the full payment list receiving a verbal explanation from the Clerk.

The committee considered the Clerk's expenses in respect of parking, civic items and desktop equipment for the Deputy Clerk, and **Resolved** to approve both Bank Reconciliations, the payment list and the Clerk's expenses.

The Deputy Clerk provided Members with card payment services information which Members had previously requested, and instruction was given to keep the Easi-pay service to hand should the Events strategy development work result in fee implementation.

3. To consider the renewal quotation from AJ Gallagher Insurance Brokers. Members are requested to consider the LTA premium.

The Clerk provided Members with detail of the amended fidelity guarantee to £350,000 and changes to the asset register in respect of the removal of failed festive lighting equipment, then the new tree lights, new meeting table and chairs, along with the copier machine lease which was all added to the asset list, which has resulted in slightly increased premium of £110.37 from 2025.

Resolved to continue with the 3-year LTA agreement and authorise the insurance renewal of £2,281.70. The cyber renewal has yet to be received.

4. To hear from the Clerk regarding the additional fruit trees for Bargoed Urban Park and Aberbargoed Graig Environmental project, and provide instruction regarding the re-allocation of £2,880 funds.

Resolved to earmark the funds for Environmental projects in 2026-27.

Meeting Minutes

Signed: _____ Date: _____

5. To review the Membership Renewal letter from One Voice Wales and confirm Members wishes for the 2026-2027 financial year. A resolution is required from Members along with the authorisation of expenditure as necessary.
Resolved – to renew the Membership of One Voice Wales and authorise expenditure of £2,518.
6. To authorise the payment of the invoice for the festive lighting repairs carried out by the contractor during the 2025 festive season.
Resolved - £775.92 expenditure authorised.
7. To provide confirmation of staff salaries effective from April 2026.
Resolved – to implement one spinal point increase on the Deputy Clerk post with effect from April 2026. Members extend their congratulations to successful completion of ILCA. No change on the Clerk's post pending NJC Annual salary uplift.
8. To set up a small working party to review the 2026-2027 budget post year end and consider staff costs.
Councillors Y Price, C Bissex-Foster, P Collins, H Llewellyn to meet with the clerk April 2026.
9. To hear from the Clerk regarding recent IT issues and consider suggestions. Members are required to authorise expenditure as per resolutions.
The clerk fed back to Members in respect of updating the equipment, seeking quotations for suitable tablets post May 2027, changes to the MS Office 365 set up with a move to Sharepoint libraries, potential new microphone and speaker for the meeting table and also renewal of staff laptops. The IT technician spent 2 hours on site reviewing the Yealink issues and discussing options with staff. Members **Resolved** to delegate to the Clerk up to £500 expenditure for IT support costs.
10. To receive confirmation of responses to the local planning authority in respect of planning applications:
 - 26/0093/HH Single storey extension and two storey side extension at 71 Lewis Street Aberbargoed – no comments or objections, neighbours views encouraged.
 - 26/0112/COU Change of use of upper floors and retain ground floor and basement as retail at McDonnell Pub, McDonnell Road Bargoed -no objections, neighbours views encouraged.
 - 26/0083/FULL Erect a two bed dwelling at land within curtilage of 1 Woodland Place Gilfach – Bargoed Town Council commented that several residents have raised objections and the local ward Councillor has made representation on their behalf. This application has been rejected on three occasions to date, and it is felt that the new application does not address the loss of privacy to both Vere Street or Woodland Place residents and the concerns regarding parking proposals still remain. Residents views were strongly encouraged to be taken into consideration.
 - 26/0119/COU Change of use of public house to mixed use to include public bar at ground floor, extension of the first floor to create restaurant and music venue with beer garden. Extension of second floor to provide 12 guest rooms at Hanbury Arms Bargoed – no objections raised – neighbours views encouraged.Members noted the responses provided.

The Chair thanked Members for their attendance and closed the meeting at 16.25 PM.