



Bargoed Police Station
Hanbury Road
BARGOED
CF818XF

Website: www.bargoedtc.org.uk

Draft Unapproved Minutes of the Community Activities & Environment Committee meeting 21st September 2026.

Present in person: Councillors: Y Price; P Collins; D Ingram-Jones.

Present remotely: Councillor: J McCarthy

Chairperson: Councillor: D Ingram-Jones

Also present: Mr G Wadley (Deputy Clerk/Deputy RFO); Ms L Green (Community Activities and Engagement Officer)

Apologies for absence.

Councillors: R Price (Work); S Hamer Thomas

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

No declarations received

Press and Public Participation Session.

No enquiries

1. To receive, review and approve the draft minutes of the Community Activities and Environment Committee meeting on 20th July 2026

Councillor Y Price moved; Councillor P Collins seconded

Resolved to approve and sign minutes

2. To receive information from the chair on:

2.1 Summer Engagement activities

Higher attendance figures during the Summer Forces Fitness sessions compared to the session in May. The Community Activities and Engagement Officer informed that all feedback from the sessions was extremely positive, with an average rating of 4.7* out of 5. Members were pleased with the success of the project. The Deputy Clerk explained that the council had received a suggestion based on feedback to run an addition session for young people age 11+ in order to reach and engage more participants. Members discussed this at length and instructed the Deputy Clerk to arrange an additional Forces Fitness session for ages 11+ in February 2027 half-term. The Community Activities and Engagement Officer noted that participation levels at Skateboard Academy sessions over the summer were mixed. No formal feedback from participants was recorded.

Resolved - £600 expenditure authorised to book February Half Term event for young people age 11+ (Local Government (Miscellaneous Provisions) Act 1976, s.19)

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Date:

2.2 The Remembrance Poppy (Resolution required)

Members reviewed and discussed at length two competing quotations. The Deputy Clerk informed that contact had been made with several suppliers, but had only received responses from two. The chair emphasised the importance of the refurbishment work, and encouraged urgency. Members instructed the Deputy Clerk to notify Blitz Media that their proposal had been successful, and to start work on the refurbishment.

Resolved - £385+VAT expenditure authorized to Blitz Media for refurbishment work on Bargoed's Poppy Memorial (Local Government Act 1972, s. 144)

2.3 Two benches currently in storage (Resolution required)

The Deputy Clerk opened the discussion by updating the committee that Caerphilly Borough County Council's (CCBC) expectation is full handover of the benches to Bargoed Town Council (BTC) – including future maintenance and repair. The members briefly reviewed the two quotations received covering transport and installation costs, but in light of the new information from CCBC, instructed that this item be moved to the next Full Council meeting on 21st October 2026.

2.4 Remaining events for 2026-27

Members started by discussing some of the learning the council can take from recently held events, to take into the remaining scheduled events. One councillor shared the importance of being explicit on event times and scheduling to prevent the public arriving early. Another councillor raised the amount of food available in proportion to the overall attendance at the event. The Community Activities and Engagement Officer gave a brief update on the progress made to date, and the remaining work that needed to be completed.

2.5 Community projects in support of students at Heolddu Comprehensive School

The chair updated the committee that the response and donations from local pharmacies towards the self-hamper initiative with Heolddu Comprehensive School has been poor. The Deputy Clerk highlighted that the deadline for donations was 30th November. The Chair instructed the Deputy Clerk to create a follow-up letter to be delivered to the local pharmacies as a reminder of the appeal. Members also discussed the option of a donation from BTC if donations don't increase. It was agreed that the option of a donation will be revisited at the next Community Activities and Environment Committee meeting on Monday 19th October.

3. To receive information from the Deputy Clerk on:

3.1 Correspondence from Cartref Knit and Natter Club proposal

The club has requested permission to utilise surplus wool donated by BTC to make flowers for displays throughout the area, for other charitable purposes.

Resolved – To instruct the Deputy Clerk to notify the Knit and Natter Club that they are authorised to use the surplus wool.

3.2 Entry into Wales in Bloom annual awards competition

The Deputy Clerk gave a brief overview of the Wales in Bloom awards and passed the item over for councillors to discuss entry. All councillors showed their enthusiasm for the competition. One town councillor questioned whether entry into the competition would cover all four ward areas of BTC, and

Sign:

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what category would BTC's entry fall into based on population size. The chair instructed the Deputy Clerk to investigate this, and feedback at the next committee meeting.

3.3 Correspondence from Heolddu Comprehensive School

Members discussed a request from Heolddu Comprehensive School for BTC to donate a Christmas Tree to them for the festive period. Members reviewed two quotations received from competing suppliers. The chair instructed the Deputy Clerk to ask if the school has a Parent Teacher Association, where an application for a community grant can be made.

3.4 Youth Rep engagement

The Deputy Clerk update members that one councillor had met with the School Senedd Lead and arrangements are being made for councillors to attend a school 6th form assembly to talk about the role of a youth representative.

3.5 Creative Communities Town Booster programme

Members discussed the positive impact this could have on the local community, as well as some of the barriers that might prevent the programme being successful. The chair instructed to move the item to the next Full Council meeting to discuss it in more detail.

4. To review Community Grant Application

Members reviewed a Community Grant Application from Cylch Meithrin Aberbargoed.

Resolved – Award £500 (Local Government Act 2000, s.2)

5. To discuss ideas for the Cleaner and Greener Enhancement Programme

No new suggestions were put forward during the meeting. Members were reminded that the deadline for this is 26th October 2026.

6. To consider quotations for contract of floral displays (Resolution required).

Members reviewed quotes provided by two competing suppliers. The Deputy Clerk was instructed to notify JS Lee Services Limited that their quote had been accepted.

Resolved – £13,957.80 +VAT (£16,749.36) expenditure authorised to award floral display contract to JS Lee Services Limited (Local Government Act 1972, s.144)

7. To authorise expenditure on octagonal planters in town center.

Resolved - £300 expenditure authorised for shrub to go to octagonal planters in town center (Local Government Act 1973, s.144)

8. To discuss Community Arts Workshop Proposal

The chair updated members on a proposal received from a local Artist and Creative Practitioner who delivers creative art workshops in South Wales. Members discussed whether the workshops are more suited to adults or children, and what venue would be most appropriate to hold the workshops. The Deputy Clerk was instructed to investigate suitable venues and times to arrange a pilot workshop initially. The Deputy Clerk was also instructed to identify if there are any other locally based providers within the Arts Council for Wales or Caerphilly County Borough Council.

Sign:

Date:

This concludes the business of the meeting.

The chair thanked everyone for their attendance and closed the meeting at 3.04pm.

Sign:

Date: