



MINUTES OF BRIDGEND TOWN COUNCIL MEETING

Meeting Details:

Date: Monday 13th December 2021

Time: 6.30 pm

Location: Meeting held remotely via video conference under Local Government and Elections Act (Wales) 2021

Chairperson: The Mayor, Cllr Steven Bletsoe

Staff: Mrs L Edwards (Town Clerk), Mrs D Jones (Deputy Town Clerk & RFO), Miss J Brown (Democratic Services Officer) and Mrs Sharlene Lewis (Community Engagement and Events Manager)

In Attendance:

Cllr Alan Wathan – PRESENT

Cllr Ian Williams –PRESENT

Cllr Steven Bletsoe (Mayor) – PRESENT

Cllr Steven Easterbrook – PRESENT

Cllr Martin Smidman – PRESENT

Cllr Chris Woodman – PRESENT

Cllr David Unwin – PRESENT

Cllr Freya Bletsoe - PRESENT

Cllr Tim Wood – PRESENT

Cllr Robbie Thomas - PRESENT

Cllr Carolyn Webster - PRESENT

Cllr Michelle Blundell – Humphreys - PRESENT

Youth Representatives:

Dafydd Rees – PRESENT

- The Mayor welcomed Councillors to the meeting and explained that under the Public Bodies (Admission to Meetings) Act 1960, the public, Youth Representatives, and representatives of the press would be excluded from the meeting during the consideration of agenda item 17 as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

1. To Receive Apologies for Absence

- Cllr N Burnett, Cllr A Morelli, Cllr L Walters, Cllr S Baldwin, Cllr M Voisey, Cllr C Evans
- Youth Representative – Megan Howley

Absent: Cllr S Charles

2. To Receive Declarations of Interests (if any) of Members in respect of the business to be transacted

- There were no declarations of interest.
- The Mayor advised that a declaration of interest could be made at any time during the meeting.

3. To receive questions or comments from Members of the Public (Standing Order 3(e) refers)

- There were no questions from Members of the Public.

4. To receive questions or comments from the BTC Youth Representatives

- Youth member Dafydd Rees apologised that he was unable to attend the Brass Band Bus event and advised Members that the event and social media coverage had been well received by the community.

5. To Confirm and Sign Minutes of the Town Council Meeting held on 15th November 2021

RESOLVED: That the minutes of the Town Council Meeting held on 15th November 2021 be confirmed as a true record and duly signed.

6. To consider matters arising from the minutes of the Town Council Meeting held on 15th November 2021

- The Mayor reminded Councillors that any matters arising on confidential pink papers would need to be discussed in confidence under agenda item 17.

7. To note for information Mayoral Announcements and Engagements

- Wednesday 17th November – Unveiling of Defibrillator at Pen y Bont School
- Friday 26th November – Filming Christmas Lights Switch On in Bridgend Town Centre
- Sunday 5th December – Attending Y Bont Christmas Event at Tondu Farm
- Saturday 11th December – Côr Bro Ogwr Christmas Concert, Porthcawl
- Sunday 12 December – Brass Band Christmas Bus event
- The Mayor announced that the Brass Band Bus event had taken place on the 12th December due to inclement weather on Saturday 11th December. He added that the event had been an enormous success, a joy to be part of and moving forward should be a regular and important Christmas Event for the community. The Mayor thanked all staff for their assistance, but in particular the Community Engagement and Events Officer for her exemplary planning.

8. To receive Town Clerk's Report since last meeting (for information)

The Town Clerk referred to her detailed report which had been circulated to Members, and drew attention to priority and ongoing tasks as follows:

Outdoor Maintenance Work

Winter plants have been ordered and the planters on the 'Welcome to Bridgend' signs will be taken to The Town Hall to be cleared of weeds and re-planted this week.

In addition to the Dog Waste collection service, the Outdoor Maintenance Team have been working on the clearance of leaves and moss on the Graig Steps, clearance of overgrowth around the base of BTC picnic benches and seating at Newbridge Fields, Ruhamah burial ground litter pick, path clearance within the wards, removal of litter and waste from grit bins, cutting back overgrowth at the Randall Memorial, cleansing BTC street furniture, graffiti cleaning and clearing debris from the guttering around the Town Hall.

Staff Resource

The Town Clerk advised Members that unfortunately, due to illness and bereavement there have been office staff shortages across the team throughout the month. The Town Clerk extended thanks to all staff that have helped cover other roles and who continue to provide cover and support during these difficult times.

BTC Newsletter - 3rd Edition

The Town Clerk reported that the third edition of the Town Council newsletter has been distributed and the feedback from the public was very positive.

Christmas activities

The Town Clerk provided an update on Christmas activities and extended her thanks to the Community Engagement and Events Team. It was noted that unfortunately, due to storm Arwen, the Town Centre Christmas event planned for Saturday 27th November was cancelled. The budget allocated by BTC for this event will therefore not be spent.

Website Project

The Town Clerk advised that work is on-going to prepare content for the development of the new Town Council website which will be launched next Spring.

Town Hall Project

The Town Clerk reported that work is ongoing on revised priorities for the refurbishment works to the new Town Hall and drew attention to a recommendation included for consideration under agenda item 11, along with revised estimated timescales for this project.

Draft Budget for 2022/23

It was noted that a significant amount of work has been carried out this month to prepare the forecast spend to 31st March 2022, calculating forecast general reserves for the end of the financial year and preparing a draft budget for 2022-23 for Council consideration. The Town Clerk extended her thanks to the Deputy Town Clerk/RFO and the Finance Officer for their careful and persistent work to ensure that these documents are provided to Council on time given the difficult staffing situation.

HMS Urge

The Town Clerk advised that she had received advance notice that the HMS Urge Memorial event originally planned for April 2020 in Malta has been officially rescheduled for 27th April 2022 to mark the 80th anniversary of the loss of the HMS Urge submarine. A formal invitation from Heritage Malta and Mr Francis Dickinson will be extended to Bridgend Town Council in the new year to request attendance at this event to represent the town of Bridgend.

Christmas break

The Town Clerk reported that as agreed previously by Council, staff have been permitted to take an extended Christmas break to use up annual leave balances. For this reason, the staff office will be closed at the end of day on Tuesday 21st December and will re-open on Tuesday 4th January 2022. Provision has been made for the dog waste collection service to continue during the Christmas period.

Upcoming Town Council meetings

Members were advised that a calendar of meetings for 2022 will be produced and circulated in the New Year.

Cllr C Webster declared an interest in agenda item 9 and left the meeting for the duration of this agenda item.

The Mayor wished to clarify that after the planning meeting of the 6th December he was approached by the owner a neighbouring property for advice. He explained that at the time of the planning meeting he didn't know they owned the property, and it did not influence his input into the debate.

The Mayor welcomed Cllr R Thomas and Cllr M Blundell-Humphreys to the meeting.

9. Planning

To consider draft minutes of the Planning Committee meeting held on 6th December 2021

- The Chair presented the minutes to Council and asked Members if they had any questions.
- Cllr T Wood advised Members that he had received a reply concerning a complaint regarding the former Ysgol Bryn Castell development, Llangewydd Road, Bridgend. He explained that the Local Planning Authority issued a Breach of Condition Notice to the developer, Persimmon Homes, on 9 December 2021. The Notice requires the following steps to be undertaken: -
 - I. Ensure that there is no construction traffic accessing or egressing the Llangewydd Road access at the time of school pick up and drop off (currently 8:50am – 9am and 3.05pm – 3.15pm respectively).
 - II. Ensure that there is no construction traffic accessing or egressing the site outside of the following times: - 8am to 6pm Weekdays; and 8am to 1pm Saturdays.
 - III. Provide a compact and portable drive on wheel wash which is to be on site and in use for duration of the construction period.
 - IV. Ensure Jet wash and road sweeps are used in addition to the drive on wheel wash where and when necessary in order to keep all public roads free from mud and silt.

It was noted that the notice took effect on 9 December 2021 and allows a period of 28 days, up to 6 January 2022 for the above requirements to be complied with.

RESOLVED: To receive and note the minutes of the Planning Committee Meeting held on 6th December 2021.

Cllr C Webster returned to the meeting.

10. To consider Regeneration Projects and agree budget required for 2022/23

- The Mayor invited The Chair of Regeneration Committee to provide an update to Council.
- The Chair of Regeneration Committee reported the following:
 1. That a decision had been taken to postpone the last Regeneration committee meeting.
 2. That seven blue plaques had been budgeted for in 2021-22 and a further three plaques had been commissioned for 2022.
 3. That a budget for the Blue Plaque trail would not be required and the project should be handed over to the newly elected Council to take forward.
 4. That a budget of £1,000 be recommended to continue the Blue Plaque project.
 5. That the Reverse Vending machine project should be carried over to the next financial year but with a view to sponsorship.
 6. That it had been agreed not to go ahead with the water fountain project.
- Members agreed with these proposals.

RESOLVED: That a budget of £1000 be added to the draft budget for Regeneration Committee for Blue Plaques in 2022/23.

11. Town Hall

To receive an update from the Town Clerk and Town Hall Working Group regarding the status of the Town Hall refurbishment project, the revised cost plan for phase 1 works and issuing of a tender document to seek quotes from contractors

- The Town Clerk reminded Members that the revised cost plan for phase 1 works provided by the Architect and Quantity Surveyor was for the estimated cost of £500,000 and this exceeded the Council's budget.
- The Town Clerk explained that the Town Hall Working Group and the Finance Committee had considered the cost plan in further detail and propose that only essential work to repurpose the building for Town Council use should be included in phase 1. This includes creating a new entrance and reception area, re-configuring the staff offices, new external access to the maintenance depot with van parking, replacement of fire doors, removal of trip hazards and essential electrical and mechanical work.
- Due to budget constraints, it was noted that the phase 1 work would exclude work to the community rooms and that the archways, gates, railings, traffic barrier and changes to the car park would be included in phase 2. This was accepted by Council.
 - The Mayor drew attention to the fact that the Town Hall Working Group have no decision-making powers, but along with the Finance Committee had looked at the cost plan in extreme detail with a view to saving costs wherever possible.
 - The Town Clerk advised Members that the Architect could put together the tender documents for the phase 1 work in January 2022 so that the contract can be advertised. It is hoped that work can commence in Spring 2022 and allow for opening in the autumn of 2022.
- The Town Clerk clarified that the budget would not feature as part of the tender process and that she was seeking approval for the tender to be advertised so that quotes may be reviewed by Council in the new year.
- The Mayor proposed that the revised phase 1 works be agreed by Council and that a tender document be prepared and issued by The Town Clerk to seek quotes from contractors. There were no objections.

RESOLVED: To accept the recommendation of the Town Hall Working Group and Finance Committee regarding the recommended work to be included in Phase 1 of the Town Hall refurbishment project and to progress the tender package to seek quotes from contractors.

12. To receive an update from the Town Clerk regarding Flood insurance and Cyber Insurance for the Town Council

- The Town Clerk explained that the cost of the flood insurance would depend on the level of risk the Council was willing to accept. She reported that she had met with a representative from the insurance company and was awaiting a matrix for the flood insurance costs which will detail accepted water levels and insurance cover available. The Town Clerk advised Council that they would need to decide on what level of water they would be prepared to accept.

RESOLVED: That this item be deferred to the next meeting so that Council can review the matrix.

- The Town Clerk advised Members that Cyber Insurance covered under the previous insurance company and had expired.
- Cllr D Unwin proposed that the current insurer is asked to provide costs for Cyber Insurance.

RESOLVED: That The Town Clerk requests a quote for Cyber Insurance from the current insurance provider.

13. Finance

1. To receive a balance of accounts and payments since last meeting

- The Chair of Finance Committee presented the balance of accounts and asked Members if they had any questions. There were no questions.

RESOLVED: Accounts paid, read, and approved by Members.

2. To consider draft minutes of the Finance Committee meeting held on 7th December 2021

- The Chair of Finance Committee presented the draft minutes of the Finance Committee meeting held on 7th December 2021 which had been previously circulated and invited questions. There were no questions.

RESOLVED: To receive and note the minutes of the Finance Committee meeting held on the 7th December 2021.

3. To consider the general reserves forecast for 2021/22

- The Chair of Finance Committee presented the general reserves forecast for the year ending 31 March 2022 which had been previously circulated to Members. He explained that the account balance had accrued because of the pandemic and the impact on Council projects. He reminded Members that the Town Council will need to fund a major project in 2022 and highlighted that given the cost of the phase 1 refurbishment works for the Town Hall that this figure was not unreasonable.
- The Chair of Finance Committee highlighted that due to the balance in the account, funds should be split over other accounts.
- The Deputy Clerk/RFO clarified that she had investigated the opening of a business account previously however due to the pandemic it was not possible to open a new account with a different bank. She explained that she could investigate this again in the new year.
- The Mayor highlighted that the Council is exempt from financial protection, so the risk does need to be spread.
- It was noted that when the precept is received in the new financial year, the account balance will increase significantly.
- The Chair proposed that the matter be brought to the attention of the finance committee with a view to funds being distributed before the new Council starts in May 2022.

4. To consider a draft budget, general reserves allocation and precept recommendation for 2022/23

- The Mayor referred to the two stages of this agenda item and congratulated all the committees and the Deputy Clerk/RFO for their diligence and hard work in presenting a thorough document.
- The RFO presented the draft budget on screen and explained that she had updated the Regeneration Committee agreed under agenda item 10. Members were invited to ask questions.
- Cllr T Wood proposed that the precept be reduced, and that Council hold less in reserves.
- The Town Clerk suggested that the Council consider the budget in detail and amend or agree the budget before discussing the precept amount. She suggested that Cllr T Wood withdraw his proposal temporarily for this reason. Cllr T Wood agreed and withdrew his proposal.
- Cllr C Webster raised a concern that the amount allocated for utilities was too low. The Deputy Clerk/RFO explained that she had increased the amount by 20% from last year.

- After a short discussion Cllr A Wathan explained that the Finance Committee had looked at the matter in depth and were satisfied with the amount included in the budget. The budget for utilities was not amended.
- Cllr M Smidman queried the rise in the cost of insurance. The Town Clerk clarified that there had been a major issue with the provision of insurance for Town and Community Councils last year and the company previously used by Bridgend Town Council had withdrawn from providing insurance to the sector.
- It was noted that the matter of increased costs for insurance was fully discussed at a previous Council meeting and the new figure reflected the market for insurance cover for the Town and Community Council sector.
- The Mayor questioned if Members would like to increase the Contingency Fund. The Chair of Finance had no objection.
- The Town Clerk and Deputy Town Clerk/RFO highlighted possible unknown costs in the next financial year which may require funding from the contingency budget. These include:
 - Resolving the damp issue at Carnegie House and possible related work on the roof of the building
 - The cost of possible bi-elections during 2022-23 which can cost more than £7000 per seat
 - The cost of additional or temporary staff if required
 - The HMS Urge Anniversary event which may go ahead in 2022
 - Legal fees for HR matters
 - Unforeseen costs in relation to the two public buildings owned by the Council
- Cllr I Williams proposed that the Contingency budget be increased to £50,000.
- Cllr A Wathan asked if the RFO had any comment. The RFO stated that she could not advise a figure as it is a Council decision however in comparison to the overall budget and the unknown items previously highlighted, she believes it is a fair budget.
- After a thorough discussion Councillors had no objection and agreed to this proposal.

RESOLVED: That the Contingency Budget is set at £50,000 for 2022/23.

- The Mayor asked if there were any more questions regarding any budget line. There were no questions.
- The Mayor proposed a recess so that the Deputy Town Clerk/RFO could update the spreadsheet.

Cllr C Webster gave apologies and advised The Mayor she would need to leave the meeting at 8pm.

The Mayor suggested a short recess to allow the Deputy Town Clerk/RFO time to update the spreadsheet. The meeting reconvened at 7. 53 pm.

- The Mayor referred Members to the updated budget presented on their screens; The Mayor asked for any objections. There were no objections.

RESOLVED: That the Bridgend Town Council total budget for 2022/23 is £850,382.80.

- The Mayor thanked Members and advised that Council now had to agree the precept and the amount of general reserves to hold; he referred Members to the calculations at the bottom of the spreadsheet.
- The Deputy Clerk/RFO clarified that there are no specific regulations from the audit office in relation to the value of reserves that a Council should hold; she added that guidance suggests

that the value of general reserves should be between 3- and 6-months expenditure however the size of the council and its assets should also be taken into account.

- The Chair of Finance Committee proposed a motion that Council use general reserves to reduce the budget in order that there is a zero percent increase in precept and did not support reducing the precept any further.
- The Mayor queried how many months of reserves the Chair of Finance Committee recommended. The Chair of Finance Committee proposed retaining 5 to 6 months of expenditure in general reserves.
- Cllr F Bletsoe objected to this proposal and proposed that only 4 months of expenditure should be kept in reserves which would allow money to be given back to residents.
- Cllr T Wood queried if any general reserves were used last year. The Chair of Finance clarified that general reserves were used last year.
- The Town Clerk reminded Members that a motion had been proposed by Cllr D Unwin, Chair of Finance Committee, and this would need to be considered or withdrawn before moving on.

Cllr C Webster left the meeting at 8.05pm

- The Deputy Clerk/RFO highlighted that previous year's total budget/running costs have remained at a similar amount and advised Members to consider if the precept was reduced in the 2022/23 financial year with the use of a significant general reserves amount, how would Council manage the total budget required in 2023/24. She added that to return to a similar budget to 2021/22 would require a tax increase and if further increases in relation to increased running costs and any newly proposed Council projects were required the precept may have to be put back up at possibly an even higher rate.
- The Chair of Finance Committee agreed with the RFO and explained that it is easy to reduce the precept but it is difficult to put back up in subsequent years.
- The Chair of Finance Committee suggested that the motions be withdrawn to allow further discussion. Cllr F Bletsoe agreed. Both motions regarding the reserves were withdrawn.
- Cllr S Easterbrook stated that he agreed with the Deputy Clerk/RFO.
- Cllr A Wathan supported the Chair of Finance regarding a 0% increase.
- Cllr C Woodman noted that the benefit for residents of lowering the precept as proposed by Cllr F Bletsoe would be approximately £1 a month and questioned if it would be worth reducing now with a possible higher increase in future years.
- Cllr F Bletsoe stated that it had been an exceedingly difficult year for residents and that Council should give something back, however small.
- The Deputy Clerk/RFO highlighted that Council now have two properties, one of which was recently purchased and due to commence redevelopment works and recommended that Council consider this when reviewing the balance of general reserves.
- After further discussion The Mayor asked for guidance from The Town Clerk on how to proceed.
- The Town Clerk advised that one motion should be proposed at a time and if there is an objection, Council can take a vote.
- The Chair of Finance Committee proposed that Council agree to keep approximately 5 months expenditure in reserves and to use the balance to offset the budget so that there is a 0% increase in precept for 2022-23.
- Cllr F Bletsoe objected to the motion.
- The Mayor asked Members to undertake a vote to consider the motion proposed by Cllr D Unwin: *'To keep approximately 5 months expenditure in reserves and to use the balance to offset the budget so that there is a 0% increase in precept for 2022-23'*.

- The Mayor asked the Town Clerk to facilitate the vote. The Town Clerk clarified the names of Councillors present by roll call and asked Members to answer 'IN FAVOUR' or NOT IN FAVOUR to the proposal.
- The Vote was recorded as follows:

| NAME OF COUNCILLOR | In Favour | Not In Favour |
|---------------------------|-----------|---------------|
| Cllr S Bletsoe (Mayor) | | Not in Favour |
| Cllr S Easterbrook | In Favour | |
| Cllr F Bletsoe | | Not in Favour |
| Cllr A Wathan | In Favour | |
| Cllr C Woodman | In Favour | |
| Cllr D Unwin | In Favour | |
| Cllr I Williams | | Not in Favour |
| Cllr M Smidman | In Favour | |
| Cllr M Blundell-Humphreys | In Favour | |
| Cllr R Thomas | In Favour | |
| Cllr T Wood | | Not in Favour |

- The Town Clerk recorded the result as:
 - 7 Members In Favour of the motion
 - 4 Members Not In Favour of the motion.
- It was noted that Council had voted in favour of keeping approximately 5 months expenditure in general reserves and use the balance of general reserves to offset the budget resulting in a 0% increase in precept for 2022-23.
- The Deputy Clerk/RFO calculated the figures for this decision.

RESOLVED: That Council keep approximately 5 months expenditure in general reserves and use £161,908.24 general reserves to offset the budget, resulting in a precept of £637,979.63 and a 0% increase in precept for 2022-23.

14. Consultations:

- Draft Corporate Joint Committee (General) (Wales) Regulations 2022.** The draft regulations and consultation can be accessed via the Welsh Government website at <https://gov.wales/corporate-joint-committee-general-wales-regulations-2022> The closing date for response is Wednesday 22 December - NOTED
- BCBC Proposed Residents Parking Scheme Zone 8.** Consultation closes 31/12/2021 - NOTED
- South Wales Police & Crime Commissioner annual community survey.** The survey can be accessed at <https://www.smartsurvey.co.uk/s/OPOC22/> The survey closes on Wednesday 15th December - NOTED
- Consultation on planning legislation and policy for second homes and short-term holiday lets.** The consultation can be viewed at <https://gov.wales/planning-legislation-and-policy-second-homes-and-short-term-holiday-lets> The closing date for response is 23 February 2022
 - The Town Clerk explained that an email had been received from a resident on this matter which had been circulated to Council. The Chair of Planning Committee suggested that the correspondence is deferred to the next Planning Committee meeting for discussion. This was agreed.

RESOLVED: To defer an item of correspondence from a member of the public about the Consultation on planning legislation and policy for second homes and short-term holiday lets, to the next Planning Committee for discussion.

15. Correspondence:

1. Email from Dr Tracy Evans re: Swansea University Heritage Pilgrimage Project

RESOLVED: That this email be forwarded to the Community Engagement and Events Manager for consideration at the next Community Engagement and Wellbeing Committee meeting.

2. Email re: Wales and the Battle of Bridgend Historical Exhibition (HE) Roadshow

- Cllr A Wathan proposed that Council express a firm interest in this exhibition through the Community Engagement and Events Manager.
- Members agreed that the Community Engagement and Events Manager should be requested to respond to the letter to express an interest in hosting this exhibition.

RESOLVED: That this email be forwarded to the Community Engagement and Events Manager for her action and to include the matter as an agenda item for further consideration at the next Community Engagement and Wellbeing Committee meeting.

3. Letter from BCBC re: Craig Y Parcau Woodland management works requested prior to formal termination of the lease

- The Town Clerk provided a brief summary of the matter and highlighted previous Council discussions regarding the lease. It was noted that the lease had expired in 2016, the Council had not renewed the lease and recently resolved not to renew the lease. As a result, a Section 27 notice was issued to BCBC to bring the Craig-Y-Parcau lease to a formal end.
- The Town Clerk explained that BCBC had responded stating that in their view, the Town Council is a sitting tenant, and the lease cannot be cancelled until the woodland is 'put into good repair', therefore the Town Council is legally obliged to carry out work before the lease can be handed back.
- The Mayor highlighted that Cllr D Unwin is familiar with this matter and asked Cllr D Unwin for his observations.
- Cllr D Unwin informed Members that he had studied the letter and photographs supplied by BCBC. He noted that the damaged handrails referred to, had been commissioned and installed by BCBC in recent years and were not part of the area in the original lease.
- It was noted that the matter had been discussed by the Finance Committee.
- After a short discussion The Mayor reminded Council that a response would need to be given to BCBC and asked Councillors for their views.
- Cllr D Unwin proposed that the letter from BCBC should be challenged and a response should be sent to explain that the Town Council is disappointed by the letter and detail the reasons why it is not acceptable.

Cllr R Thomas gave his apologies and left the meeting at 8.34pm

- Cllr M Smidman disagreed and suggested that Bridgend Town Council should complete the requested maintenance works to Craig Y Parcau Woodland prior to the formal termination of the lease.
- The Mayor asked Council to take a vote on this matter. This was agreed by Members.
- The Town Clerk was instructed to facilitate a vote. Members were asked if they were 'In Favour' or 'Not in Favour' of the motion proposed by Cllr D Unwin to challenge the letter from BCBC.

- The vote was recorded as follows:

| NAME OF COUNCILLOR | In Favour | Not in Favour |
|---|-----------|---------------|
| The Mayor, Cllr S Bletsoe | In Favour | |
| Cllr S Easterbrook | In Favour | |
| Cllr F Bletsoe | | Not in Favour |
| Cllr A Wathan | In Favour | |
| Cllr C Woodman NO VOTE – he had left meeting | | |
| Cllr D Unwin | In Favour | |
| Cllr I Williams | In Favour | |
| Cllr M Smidman | | Not in Favour |
| Cllr M Blundell-Humphreys | In Favour | |
| Cllr T Wood | In Favour | |

The Town Clerk recorded the result as:

- 7 Members In Favour of the motion
- 2 Members Not In Favour of the motion.

RESOLVED: That a letter should be sent to BCBC to explain that Bridgend Town Council is disappointed by the request to undertake maintenance work at the Craig-Y-Parcau Woodland, and to challenge the request and detail the reasons why it is not acceptable.

- It was agreed that the Town Clerk should liaise with Cllr D Unwin to prepare the letter to BCBC.

16. Town and Community Forum

- To consider items for inclusion on the Town and Community Council Forum agenda - NOTED**
- To consider feedback from meetings of the Town and Community Council Forum - NOTED**
- To identify proposals for inclusion on the TCC Charter Action Plan which would aid the development of the Charter - NOTED**

RESOLVED: That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during the consideration of agenda item 17 as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

BTC Youth Representatives and members of staff (except the Town Clerk, RFO and Democratic Services Officer) left the meeting.

Cllr F Bletsoe gave her apologies and left the meeting at 20.47pm.

IN CONFIDENCE

17. Personnel – IN CONFIDENCE

- 1. To consider draft minutes of the Personnel Committee meeting held on 2nd December 2021**

Intentionally left blank

Intentionally left blank

Intentionally left blank

Meeting closed: 9.30pm

Signed

Date

Mayor