



MINUTES OF BRIDGEND TOWN COUNCIL MEETING
Monday 18th March 2019 at 6.30pm at Carnegie House Council Chamber

Present:	Cllr. Paul Warren (Mayor) Cllr. Stuart Baldwin Cllr. Steven Bletsoe Cllr. Kate Boucher Cllr. Nicole Burnett Cllr. Stuart Charles Cllr. Ceri Evans	Cllr. Angela Morelli Cllr. Gary Sassoon-Hales Cllr. Robbie Thomas Cllr. David Unwin Cllr. Alan Wathan Cllr. Carolyn Webster Cllr. Tim Wood
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In Attendance: Mrs L Edwards (Town Clerk) & Mrs D Jones (Deputy Town Clerk & RFO)

Pre Meeting Business:

- 6:30pm - Presentation from BCBC Interim Group Manager Strategic Regeneration regarding the progress and future plans on the de-pedestrianisation of Bridgend Town centre.

1. To receive apologies for absence:

Apologies were received from: Cllr Freya Bletsoe, Cllr Rebecca Porter, Cllr Matthew Voisey and Cllr Lyn Walters.

2. To receive Members' Declarations of Interest in respect of the business to be transacted:

Declarations of Interest were declared by the following Members and recorded in the register:

- Cllr N Burnett – Prejudicial interest in Item 8, BCBC Planning Matters.
- Cllr C Webster - Prejudicial interest in Item 8, BCBC Planning Matters.
- Cllr S Bletsoe – Personal interest in matters relating to town centre de-pedestrianisation.
- Cllr D Unwin - Personal interest as Member of Merthyr Mawr Community Council.
- Cllr D Unwin - Personal interest as Member of British Weights and Measures Association.

3. To Confirm and Sign Minutes of the Town Council Meeting held on 18th February 2019.

RESOLVED: The Minutes of the Town Council Meeting of 18th February 2019 were confirmed as a true record and were signed accordingly.

4. To Consider Matters Arising from the Town Council Meeting held on 18th February 2019.

- Page 164 - Cllr S Bletsoe enquired if a response had been received to the Mayor's letter to BCBC to express the Council's views regarding the Bridgend Town Members meeting. Town Clerk confirmed that a response had been received to confirm that Cllr Charles Smith will discuss the letter at BCBC and will respond in due course. The Clerk was asked to circulate this email to Members.

5. To note for information Mayoral Announcements and Engagements:

Mayor's Engagements:

- None

Deputy Mayor's Engagements:

- None

6. Town Clerk's Report

Town Clerk provided a verbal report of the projects and services delivered by Bridgend Town Council from 18th February – 18th March 2019 (for information only).

Personnel

Town Clerk advised that two new Maintenance Workers started during the month. They have been given inductions to the roles and are currently receiving training. She also advised that the Democratic Services Admin Officer had started today and that she would be providing training for this member of staff over the coming month.

Carnegie House Arts Centre

Members were advised that the new Carnegie House Arts Centre Spring brochure was now in circulation and a poster for Wartime Bridgend had been produced. She explained that events are being promoted in printed literature, local publications, online and via the Council's social media channels. Members were each provided with a hard copy of the brochure and asked to promote the new season of events within their networks.

Carnegie House Building Works

Clerk advised that changes to the door entry system in Carnegie House had been completed during the month. She added that the cabling for the CCTV monitoring system had also been moved from the old office to the new office.

Cllr C Webster enquired about the progress of the work to improve the security at the rear of Carnegie House. Town Clerk explained that this work is the next priority and that the Facilities Manager is currently seeking quotes for motion sensor lighting, security improvements and push bar for the gate in the side alley.

Town Clerk explained that she had also been working through the resolutions of Council meetings and that progress had been made on Council projects such as the Heritage Walkway, Blue Plaque Scheme, Bridgend Town Business Awards and lease for 37 Wyndham Street.

7. To consider draft minutes of the Regeneration Advisory Committee Meeting of 11th March 2019

- Chair of Regeneration Advisory Committee thanked staff for their work on Regeneration projects and presented the minutes and recommendations of the committee meeting to Council for approval.
- Chair referred to discussions about the Blue Plaque Scheme at the committee meeting and asked Council to ratify the wording that had been proposed for each of the plaques.
- Town Clerk explained that she had written to the relevant families/organisation for the recipients of the plaques to inform them about the scheme.

- She also advised that she had liaised with the Bridgend Local & Family History Centre and contacted the Bridgend History Society and Bridgend Civic Trust to verify the accuracy of the wording for the plaques. The Town Clerk explained that there are some questions regarding the wording and further research is currently being undertaken.
- Cllr C Webster enquired whether planning permission would be required for the plaques.
- Town Clerk explained that she had contacted the BCBC Conservation Department to discuss potential locations for the plaques and she may need to apply for Listed Building consent for some of the locations.
- It was agreed that the Town Clerk should continue to liaise with BCBC Conservation Department to arrange locations for each plaque and to obtain quotes for the blue plaques, confirm plaque specifications and apply for Listed Building Consent if necessary. The exact locations of the plaques will be presented to Council for approval in due course.

RESOLVED: To agree the proposed wording for the three Blue Plaques for 2018-19 subject to verification of historical accuracy from relevant bodies.

- Chair of Regeneration Advisory Committee provided an update on the Bridgend Business Awards Scheme for 2018-19. He acknowledged that a response had not been received from The Zone to nominate a person under the age of 25 to sit on the judging panel and it had therefore been proposed to approach the Youth Mayor to sit on the judging panel.

RESOLVED: To invite the BCBC Youth Mayor to join the judging panel for the BTC Business Awards Scheme.

RESOLVED: Town Clerk to write to all members of the judging panel to advise them that the panel will meet at 6pm on Tuesday 2nd April 2019.

- Chair of Regeneration Advisory Committee explained that a discussion had taken place about de-pedestrianisation at the committee meeting and that it was recommended that the Town Council consider the update from BCBC Officer D Webb and then make a statement to strongly support de-pedestrianisation and continue to work with BCBC and town traders to make it happen.
- He added that Members also felt that BTC should write to all five Assembly Members to seek their support and action to drive the issue of de-pedestrianisation forward and reach a satisfactory conclusion for the people of Bridgend.
- Cllr D Unwin supported this course of action and highlighted that funding for the de-pedestrianisation project would need to be obtained from Welsh Government so the more support that can be sought the better.

RESOLVED: Town Clerk to write to all five Assembly Members on behalf of Bridgend Town Council to seek their support and action to drive the issue of de-pedestrianisation forward and reach a satisfactory conclusion for the people of Bridgend.

Mayor explained that a young member of the public had written to the Council and drew attention to correspondence item 1. He advised that Miss Hallet would be attending the meeting and asked Members if they would be prepared to bring this item forward on the agenda when she arrived. Members agreed to this request.

8. To consider draft minutes of the Planning Committee Meeting of 13th March 2019

Cllr C Webster & Cllr N Burnett declared a prejudicial interest in Item 8, BCBC Planning Matters and left the Chamber for this item.

- Chair presented the minutes of the Planning Committee meeting to Council. He explained that Members had reviewed the 'Candidate Sites for Bridgend Local Development Plan 2018-2033' however they have no further comment at this stage.
- Chair explained that the Planning Committee had also discussed the BCBC Empty Residential Properties Initiative and highlighted two properties for consideration. He urged fellow Members to contact the Clerk if they are aware of any empty properties in their area that could be considered under this initiative.
- Cllr S Baldwin advised that BCBC are in the process of implementing an online reporting tool for empty properties and noted that BCBC Councillors will be provided with an empty properties list to monitor. He also clarified that five properties in the centre of Wildmill will not be classed as empty properties under this initiative.
- Cllr S Bletsoe referred to a situation he had encountered in the town centre regarding the distribution of flyers. It was noted that the Town Clerk had contacted the BCBC Head of Legal Services to enquire about any bye-laws that prevent the distribution of flyers on the street, however there is no bye-law of this nature on the BCBC database.
- It was noted that signs did exist in the town centre warning that the distribution of leaflets was not permitted, but it appears that these have since been removed.

RESOLVED: To confirm and sign the minutes of the Planning Committee meeting held on 13th March 2019 as a true and accurate record.

Cllr C Webster & Cllr N Burnett returned to the Council Chamber and re-joined the meeting.

9. Finance:

1. To receive a balance of accounts as at 18th March 2019 and payments since last meeting

- Members reviewed the balance of accounts and payments since last meeting.

RESOLVED: Accounts paid, read and approved by Members.

10. Co-option of Councillor for the BTC Morfa ward

- To review four applications for the position of Councillor for the BTC Morfa ward.
 - Members reviewed the four applications for this position.
- To hold a vote for co-option to fill the casual vacancy in the BTC Morfa Ward.
 - Mayor proposed that the vote is conducted as a secret ballot. This was seconded and agreed by Members.
 - Town Clerk provided legal advice regarding the voting procedure and the majority required for the successful candidate.
 - Each member was provided with a ballot paper pre-filled with the name of each applicant. Members cast their vote. The Town Clerk and Deputy Town Clerk/RFO left the chamber to count the votes.

The result of the vote was announced:

○ Roger Furze Marsh	6 Votes
○ Matthew Churchill	6 votes
○ Steven Marc Cornish	1 vote
○ Lucinda Butt	1 vote

- There were no abstentions and no spoiled ballot papers.

- Mayor explained that the candidates with the lowest number of votes would drop out of the process and a re-ballot will take place with the names of the two candidates with the highest number of votes.
- Each member was provided with a blank ballot paper and asked to write in the names 'Roger Furze Marsh' and 'Matthew Churchill'. Members cast their vote. The Town Clerk and Deputy Town Clerk/RFO left the chamber to count the votes.

The result of the vote was announced:

- Roger Furze Marsh 8 Votes
- Matthew Churchill 6 votes

RESOLVED: Mr Roger Furze Marsh was duly co-opted to Bridgend Town Council. Town Clerk was asked to write to all applicants advising them of the outcome of the co-option process.

- Mayor requested that agenda item 16.1 to consider a Letter from Miss J Hallett re: Dog waste in Wyndham Crescent is brought forward for discussion. This was agreed by Members.
- Mayor welcomed Miss Hallett and her father to the meeting and explained that he had responded to the letter as Mayor and had also spoken to her and her father.
- Cllr D Unwin explained that Bridgend Town Council have been operating a dog waste bin system in the area for 30 years. He thanked Miss Hallett for her letter on this matter and explained that he had visited Wyndham Crescent and had seen the posters that she had put up.
- Cllr D Unwin referred to Miss Hallett's concerns regarding dog waste in Newbridge Fields and explained that he is aware that in other parts of the UK areas of recreational facilities can be set aside specifically for use for dogs. He suggested that BCBC could be approached to set aside an area in Newbridge Fields for this purpose.
- Cllr C Webster congratulated Miss Hallett on her efforts highlighting this issue and asked if her school had been involved. Miss Hallett explained that she had chosen this topic as part of a citizen's award. Cllr C Webster referred to a BCBC online consultation on this matter and suggested that she could ask her school if her class could complete the survey.
- Cllr S Bletsoe asked Miss Hallett to keep highlighting issues she is concerned about and emphasised the importance of young people like her working for their community. He asked Miss Hallett to stay in contact with Bridgend Town Council and suggested that one day she could be a Youth Councillor and could be a Councillor of the future.
- Mayor explained that there is only one bin in Wyndham Crescent and that this bin is full every day due to the footfall in the street to and from Brynteg School. He explained that he had spoken to the Town Clerk and is aware that the Council had recently purchased new dog waste bins and suggested that one bin could be located in this area. Cllr D Unwin supported this suggestion.

RESOLVED: To research the possibility of installing a new dog waste bin in Wyndham Crescent.

- Cllr C Webster suggested that Miss Hallett could also consider writing to the rugby club that trains in Newbridge Fields and erecting posters in Newbridge Fields to highlight awareness of this issue.

11. To receive an update from the meeting with BCBC on Friday 22nd February Re: Bus Station and Public Toilet Provision and consider any further action required by Bridgend Town Council (Cllrs D Unwin, S Bletsoe & M Voisey)

- Cllr D Unwin explained that the meeting had been positive and he was reassured that the bus station would be safe for at least the next 12 months however the future of the bus station will depend on whether funds can be found to keep it open in the longer term.
- He highlighted that the public reaction to a new charging system would need to be monitored but he hoped that both Councils could work together to retain this important facility.

- Cllr S Bletsoe felt that he did not get full clarification from the meeting that the bus station would be safe for the next 12 months and explained that BCBC would be approaching bus companies to fill the funding gap.
- Cllr S Bletsoe restated the Town Councils position that it would not be providing all of the funds required to keep the bus station open, however the Town Council could work with other community councils to contribute funds towards the bus station.
- Cllr S Bletsoe explained that £10,000 had been offered to the Market Traders for the provision of new toilet facilities within the Indoor Market and that if this money is given to BCBC to manage, then this money should be ring-fenced specifically for the toilet project.
- Cllr S Bletsoe asked that Members keep a close eye on the situation with Bridgend Bus Station in the months ahead.

12. To review the Allotment Awards Scheme

- Town Clerk presented a report on the Allotment Awards Scheme for consideration by Council.
- Cllr S Baldwin explained that a review of the Allotment Awards Scheme had taken place in 2018 and the number of categories had been reduced from 22 to 13 and the cost of trophies presented had reduced from £463.63 in 2017 to £111.37 in 2018.
- Cllr D Unwin enquired who would take the lead role in overseeing the Allotment Awards Scheme now that the Allotment Committee had been disbanded and noted the importance of ensuring the scheme is properly controlled.
- It was agreed that the BTC Facilities Manager should take responsibility for managing the Allotment Award Scheme.

13. To Consider recommendations from the 'Review of electoral arrangements draft proposals' Working Group meeting and agree a collaborative response from Bridgend Town Council

- Cllr D Unwin noted that five Members had attended the meeting. He explained that he had prepared a report for consideration at the meeting and Members had also viewed and discussed the sections of the '*Review of electoral arrangements draft proposals*' relevant to Bridgend Town Council.
- Cllr D Unwin presented the report to Council for consideration and approval.
- Cllr S Baldwin highlighted that he had not attended the meeting due to potential conflict of interest however he supported the comments made in the report from the Working group meeting.
- It was suggested that the '*Review of electoral arrangements draft proposals*' failed to recognise the complexities within the Bridgend Town Council wards such as the issues associated with the town centre and the social deprivation in the Morfa ward.
- Cllr C Webster acknowledged that she had also not attended the meeting due to potential conflict of interest but highlighted that a three member ward is wholly unmanageable and she would not support reducing the number of Councillors. She supported the comments made in the report from the Working Group.
- Cllr S Baldwin highlighted that the Morfa ward has one of the lowest percentages of people registered to vote in comparison to somewhere like Porthcawl, however Morfa Councillors still need to provide support for non-registered electors who are experiencing issues.
- During the discussions, Cllr S Baldwin made a remark about the neighbouring town of Porthcawl not having the same issues as the Morfa ward. Cllr C Webster challenged his comment and Cllr Baldwin apologised for his remark.
- Cllr S Baldwin suggested adding a further point to the report to highlight the number of registered electors for the Bridgend wards in comparison to surrounding areas with the same number of Councillors. He also suggested highlighting that the new proposed Bridgend Central ward will

create the largest ward in Bridgend County Borough Council and will immediately be under represented. These additions to the report were accepted by Council.

- Cllr S Bletsoe referred to the Oldcastle ward and enquired whether representation could be made regarding Island Farm.
- Cllr D Unwin agreed that it is the correct time to raise the issue and highlighted that suggestions in relation to Island Farm are included in the report.

RESOLVED: To respond to the consultation on the *'Review of electoral arrangements draft proposals'* with the report from the Working Group meeting plus the two additional comments from Cllr S Baldwin.

8.20pm Cllr K Boucher left the meeting

14. To Consider a response from BCBC to a BTC enquiry in 2017 regarding Capital Asset Transfers of Play areas in Bridgend

- Town Clerk explained that she had received a letter from BCBC in response to a letter sent by Bridgend Town Council in 2017 regarding the possibility of exploring the transfer of play areas. The letter advised that at that time, BCBC had no specific policy relating to play areas, however, the Councils CAT Task & Finish Group has recently resolved that this category of asset should be made available for community asset transfer to town and community councils.
- Cllr D Unwin suggested that a breakdown of costs and maintenance reports should be requested from BCBC.
- Town Clerk advised that she had requested the latest maintenance inspection reports for the play areas for consideration by Council.
- Cllr D Unwin proposed that BTC should consider the request but would not be able to take on all eight playgrounds at the same time. He also suggested that BTC could explore the option for a Service Level Agreement with BCBC for the maintenance of the playgrounds in the short term.

RESOLVED: Town Clerk to continue dialogue with BCBC to obtain costings and maintenance inspection reports for each playground and explore the option to arrange a Service Level Agreement for regular maintenance inspections.

15. Consultations:

Provision for pupils with additional learning needs (ALN) – Changes to Betws Primary School. Closing date for objections to the proposal 1/04/2019. Further information can be viewed at:

<https://www.bridgend.gov.uk/my-council/equalities-and-engagement/consultations/current-consultations/>

Consultation proposal to establish provision for pupils with additional learning needs (ALN) at Ysgol Gynradd Gymraeg Calon y Cymoedd

Closing date for objections to the proposal 27/03/2019. Further information can be viewed at:

<https://www.bridgend.gov.uk/media/5467/consultation-report-outcome-ysgol-gynradd-gymraeg-calon-y-cymoedd-4.pdf>

- It was noted that although the proposals are outside the BTC wards they could have an impact on people living within the BTC wards.
- Cllr C Webster urged fellow Members to respond to these consultations.

16. Correspondence:

1. Letter from Miss J Hallett re: Dog waste in Wyndham Crescent.
- This item was discussed earlier in the meeting.

2. BCBC Prohibition and Restriction of Waiting and Loading and Parking Places (Civil Enforcement) Order 2013 (Revocation) (Variation) Amendment No. 9 Order 2019. **NOTED**
3. Email from One Voice Wales re: Innovative Practice Annual Awards Ceremony 28th March 2019. **NOTED**
4. Email from One Voice Wales re: Training Dates April – July 2019. **NOTED**
5. Email from BCBC re: Temporary Road Closure (Footways from Tremains Road, Waunscil Avenue, Princess Way and Brackla Way) Order 2019. **NOTED**
6. Letter from BCBC re: BCBC A4061 (Rotary International Way), Bridgend (Prohibition of Pedestrians) (Variation)(Revocation) Order 2019
 - Cllr S Bletsoe enquired whether there are any plans to extend the cycle route up to Litchard.
 - Cllr C Webster noted that there is a bigger plan to extend the route to Coity. She also highlighted issues with disability access and drop curbs in the Newcastle ward and suggested BTC could write to BCBC regarding this issue. Cllr N Burnett advised that this is also a problem in the Morfa ward and she has written many BCBC referrals on this matter. It was noted that there is a huge waiting list for priority areas.
7. Letter from BCBC re: Summer Active 4 Life Schemes
 - Cllr D Unwin noted that attendance remains consistent and suggested that support should be continued for 2019. Members agreed to this.
 - Cllr C Webster enquired what activities are offered for children with disabilities.

RESOLVED: Town Clerk to write to BCBC to ask what provision is put in place for children with special needs as part of the Summer Active 4 Life Schemes.

8. Letter from British Weights and Measures Association re: Pedestrian distance signs – units of measure.
 - This letter was supported by Cllr D Unwin.

17. Town and Community Forum.

- a) **To consider items for inclusion on the Town and Community Council Forum agenda.**
 - Mayor commented that it is difficult to get items on the agenda in a timely manner and explained that he had contacted BCBC to request an agenda item to discuss the suggestion from Cllr M Voisey for BCBC to formally commence a review of town and community councils; however he had been told that it could not be included on the agenda due to timescales. Mayor added that it was the second or third time that he had requested an agenda item and been told it could not be included for the next meeting.
- b) **To consider feedback from meetings of the Town and Community Council Forum.**
 - Cllr D Unwin highlighted that there was no further feedback to report.
- c) **To identify proposals for inclusion on the TCC Charter Action Plan which would aid the development of the Charter.**
 - Members discussed the possibility of greater co-operation between town and community councils.
 - Cllr S Baldwin explained that he had raised the matter of federalisation at a number of meetings and spoke of peripheral Councils working together to share services and costs where possible.
 - Members discussed the possibility of Merthyr Mawr Community Council merging with a larger Council.
 - It was suggested that this is something that should be explored over the next 12 months.
 - It was noted that residents within the BTC wards are paying towards a higher precept for services in the town centre that benefit those living in surrounding community council areas and that this situation is not sustainable in the long term.

- Cllr S Baldwin explained that there is a fund available for town and community councils to apply for to explore collaborative working.
- It was suggested that BCBC should take an active lead to assist town and community councils with federalisation.
- Town Clerk noted that she had received an email from a BCBC Officer to arrange a meeting to discuss federalisation and would report back to Council in due course.

18. Reports

6 Monthly Survey of empty premises and associated Bridgend Town Centre issues (Cllr D Unwin)

- Cllr D Unwin presented a 6 Monthly Survey of empty premises in Bridgend Town Centre. He explained that it was the most positive report he had presented in the past four years, however noted that the empty units are now some of the largest units in the town centre.
- Members expressed concern regarding the empty units in the Rhiw Shopping Centre and Brackla Street Shopping Centre however it was noted that the situation in the Indoor Market appears to be improving.
- Cllr D Unwin praised the efforts of the independent traders in the town.

Meeting closed 8:40pm.

Signed
Mayor

Date