



MINUTES OF BRIDGEND TOWN COUNCIL MEETING
Monday 15th April 2019 at 7.00pm at Carnegie House Council Chamber

Present:	Cllr. Paul Warren (Mayor) Cllr. Stuart Baldwin Cllr Freya Bletsoe Cllr. Steven Bletsoe Cllr. Nicole Burnett Cllr. Ceri Evans Cllr. Angela Morelli Cllr Rebecca Porter	Cllr. Roger Marsh 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) & Miss J Brown (Democratic Services Officer).

Pre Meeting Business:

- 6:00pm - Presentation of Bridgend Town Council Business Awards 2018-19.

1. To receive apologies for absence:

Apologies were received from: Cllr. Kate Boucher and Cllr Lyn Walters.
 Absent: Cllr. Stuart Charles and Cllr Matthew Voisey

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 9, BCBC Planning Matters.
- Cllr C Webster - Prejudicial interest in Item 9, BCBC Planning Matters.
- Cllr S Bletsoe – Personal interest in correspondence item 14 re BID ballot.
- Cllr F Bletsoe – Personal interest in correspondence item 14 re BID ballot.
- Cllr F Bletsoe – Personal interest in correspondence item 14 re BID ballot.
- Cllr D Unwin - Personal interest as Member of Merthyr Mawr Community Council.

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

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

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

- There were no matters arising from the minutes.

5. To note for information Mayoral Announcements and Engagements:

Mayor's Engagements:

- 1st April 2019, 7:00pm Rotary Club President's Dinner, Heronston Hotel
- 15th April 2019, 5:30pm - Official 20th anniversary event at Wyndham Arms, Dunraven Place

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 19th March – 15th April 2019 (for information only).

Heritage Walkway Project

Town Clerk reported that the design of the information panels is currently taking place and that the fabrication of the metal structures is also underway. It was noted that the installation will take place at the end of the month and that an official launch event has now been scheduled for Saturday 18th May.

Carnegie House Arts Centre

Members were advised of upcoming events taking place in the Arts Centre and it was noted that they have been promoted via the brochure, posters, website and social media channels:

- 15th – 25th April - Various Easter workshops taking place during the School Easter holidays including Arts, Circus and Samba
- 29th April – New French and Spanish 10 week language classes will start on a Monday & Tuesday evening
- 30th April – A Willow workshop is taking place but has already sold out
- First Week of May – The ground floor hall is booked out for a Children's Urdd exhibition

Lease for 37 Wyndham Street

Town Clerk reported that she and the Facilities Manger had met with a surveyor to undertake a site visit at the property to discuss concerns regarding the draft lease agreement. She also advised that the landlord has now carried out additional refurbishment works to the building to repair the roof and renew the floors on the first and second floors of the property. Members were advised that the solicitor has been instructed to amend the draft lease agreement and that the surveyor will be revisiting the property in two weeks. It is anticipated that BTC will be in a position to proceed with the lease agreement in early May.

One Voice Wales

Town Clerk advised that the One Voice Wales - Bridgend/Vale/Cardiff Area Committee meeting is taking place on 15th April, the same night as the full Council meeting, therefore the BTC representatives were unable to attend.

Good Friday Service at War Memorial

It was noted that the Town Council Office and Arts Centre will be closed on Good Friday and Easter Monday.

Members were advised that Rev Rachel Wheeler had invited all Councillors to a short informal service at the War Memorial on Good Friday. The service will begin at 11.45am.

Carnegie House Security

It was noted that the power supply to the new CCTV Camera in Wyndham Street was not working but has now been repaired and the camera is fully functional.

Members were advised that the contract for new external lighting to the rear of Carnegie House has been awarded and that the work will be completed by the end of the month.

It was also noted that the Facilities Manager is arranging a security grille for the rear fire exit door and an additional intruder alarm sensor in the main office and these will be implemented as soon as possible.

Alterations are also being made to the side alleyway gate to install a 'push bar' device. This device will alleviate the need for the gate to be manually locked by a member of staff late at night.

Dog Waste Bins

Members were advised that 6 replacement dog bins have now been installed and an additional dog waste bin has been erected outside Penybont Primary School. Town Clerk explained that the BTC Maintenance Team had attempted to install the additional dog waste bin in Wyndham Crescent but had to suspend the works as underground high voltage cables were identified in the area. The original installation location has now been deemed unsuitable and a new location for the bin has been identified. BTC are currently contacting relevant utility suppliers to obtain plans of electrical cable and gas pipe runs in the area and it is anticipated that the bin will be installed by the end of the month.

Staff Training

It was noted that the office will be closed for a mandatory staff health and safety training session in Manual Handling on 7th June 2019.

Allotments

The contract for the creation of a new car park at Great Western Allotment Site has been awarded and work will be starting onsite at the end of the month.

7. To consider draft minutes of the Community Engagement & Well-being Committee Meeting of 3rd April 2019.

- Chair explained that committee members had discussed the new Spring programme with the staff and were pleased with the events planned.
- Cllr C Webster referred to arrangements for raising the flags for Merchant Navy Day and enquired why the BCBC Armed Forces Champion, Cllr Richard Young, is being invited. She suggested that this is inconsistent with previous arrangements. Chair explained that as Armed Forces Champion for the borough he was being informed about the event in good faith.
- Cllr S Bletsoe proposed that as a former member of the Armed Forces, Cllr A Wathan should represent Bridgend Town Council.
- It was noted that all BTC Councillors are invited to attend the flag raising ceremony.
- Chair reported that Carnegie House events are becoming very popular and highlighted the need for additional front of house staff to cover busy events such as the jazz evenings and poetry nights. It was agreed that a report should be submitted to the Finance Committee for consideration.
- Chair noted that members of staff are currently liaising with South Wales Police to ensure that there is adequate safety and security measures in place for the Wartime Bridgend event on Saturday 15th June.

- Chair advised that the Committee have agreed a new application procedure for grant aid requests for defibrillators and explained that requests will no longer be based on awarding a monetary amount but will instead be to provide a defibrillator unit in a specific location.
- Cllr C Webster congratulated the committee on the delegation of work to members of staff.

RESOLVED: To receive and note the minutes of the Community Engagement & Well-being Committee Meeting of 3rd April 2019.

8. To consider draft minutes of the Personnel Committee Meeting of 5th April 2019.

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 8 as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

CONFIDENTIAL MINUTES

RESOLVED: The public and representatives of the press were permitted to re-join the meeting.

9. To consider draft minutes of the Planning Committee Meeting of 10th April 2019.

Cllr C Webster & Cllr N Burnett declared a prejudicial interest in Item 9, BCBC Planning Matters and left the Chamber for this item.

- Chair provided an update on the progress of the Heritage Walkway Project and explained that it will be installed prior to the Wartime Bridgend event in June 2019.
- Chair spoke about the outcome of the planning application for the Sunnyside 'Wellness Village'. He explained that despite 105 individual written objections, a petition with 475 names and objections raised at the BCBC Development Control meeting, the application was approved by BCBC in a vote of 8 in favour to 2 not in favour.
- Chair spoke of the concern about the development within the local community. He highlighted that there are still many questions about the application that need clarification and suggested that it is one of the most significant developments to have come before the Council in the past ten years.
- Chair explained that there are questions about whether the application was dealt with correctly and explained that there may be a possibility that the local community will request a judicial review.
- It was noted that there is a public meeting on 16th April and residents will discuss the matter further and decide their next steps.
- Mayor referred to application P/19/101/FUL for the installation of an air quality automated monitoring unit on the front of the Quakers Meeting House, 87 Park Street. He highlighted the timing of the application for BCBC to carry out air testing and suggested that BCBC should have done this sooner.
- Members discussed air quality testing and was noted that BCBC had previously carried out testing at the bottom of Park Street.

RESOLVED: To receive and note the minutes of the Planning Committee meeting held on 10th April 2019.

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

10. Finance:

1. To receive a balance of accounts as at 15th April 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.

11. Consultations:

- Consideration of proposals to amend the Public Audit (Wales) Act 2013. Further information can be found at: <http://senedd.assembly.wales/mgIssueHistoryHome.aspx?IId=22432>
The consultation closes on 3 May 2019. **NOTED**

12. Correspondence:

1. Invitation from Samaritans Bridgend to attend Annual General Meeting at 7pm on Thursday 6th June 2019.
- Cllr C Webster proposed that the Mayor should attend.
 - Cllr R Marsh stated that he would like to attend.

RESOLVED: Town Clerk to respond to the invitation.

2. Email from One Voice Wales re: Training Dates April – July 2019. **NOTED**
3. Letter from Understanding Welsh Places re: Your council’s contribution to the Understanding Welsh Places website. **NOTED**
4. Notification re: Organisation Change – Information regarding healthcare services for people in the Bridgend County. **NOTED**
5. Email from Merthyr Mawr Community Council re: Local Democracy and Boundary Commission for Wales Draft Proposals Report 2019.
 - It was noted that Cllr L Walters is no longer a Member of Merthyr Mawr Community Council.
 - Cllr D Unwin highlighted that the email is not an official email from Merthyr Mawr Community Council; it was sent by one individual Member and he and the Chair knew nothing about it.
6. Email from CF31 BID re: Fully Funded Training Opportunities. **NOTED**
7. Email from One Voice Wales re: One Voice Wales/SLCC Joint Event – 15 May 2019. **NOTED**

13. Town and Community Forum.

- a) **To consider items for inclusion on the Town and Community Council Forum agenda.**
 - Mayor noted that two agenda items had been submitted a couple of months ago and will be discussed at the next meeting.
- b) **To consider feedback from meetings of the Town and Community Council Forum.**
 - 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 did not discuss this item.

14. Reports

- a) **Bridgend Town Centre BID Initiative (Cllr D Unwin).**

Cllr S Bletsoe & Cllr F Bletsoe declared a personal interest in this agenda item.

- Cllr D Unwin presented a report about the Bridgend Town Centre BID Initiative. He explained the origins of the BID and the outcome of the original BID ballot.
- Cllr D Unwin highlighted that all businesses within the BID boundary, including those that voted against the BID are still required to pay the BID levy, however it is unclear if all of the businesses have paid.
- It was suggested that the BTC should try to establish if all payments have been received in order to inform its decision regarding the re-ballot in the autumn.
- Cllr D Unwin explained that he had looked at the information available on the BID website and highlighted that the minutes of meeting and accounts do not appear to be available.
- Cllr D Unwin explained that the documentation for the re-ballot will be sent out 28 days before the ballot date.
- It was noted that at the time of the original BID ballot, if a property had a rateable value of less than £6,000 it does not need to pay the BID levy, however rateable values have changed in the past 3 years therefore some businesses that were originally below the threshold and not required to pay, may now be required to pay the BID levy.
- It was suggested that there is not enough information about Bridgend BID in the public domain.

- It was noted that de-pedestrianisation was the main focus of the BID three years ago but it still has not happened.
- Members questioned what will happen to the balance of BID funds if it is not successful in the re-ballot. It was suggested that if the ballot is not successful, the company will be wound up and the balance of funds will be transferred to the local authority.
- Cllr C Webster highlighted that there is a Town Members meeting on 16th May and proposed that BTC make representations about the BID at this meeting. It was noted that the CF31 BID Manger has been asked to attend the meeting.
- Cllr F Bletsoe explained that she is aware of a number of traders that have not paid the BID levy and are refusing to pay however the BID do not have this information from BCBC and the businesses have not been taken to court.
- Cllr F Bletsoe referred to the BID Gift Card Scheme and explained that if the BID company is wound up, the balance on the gift cards will go back to the card company.
- Cllr S Bletsoe noted that unlike BCBC, other local authorities that act as collecting agents for BID's, provide details of businesses that have not paid, to the BID company.
- Mayor suggested that the BID Manager should be invited to the June BTC meeting to address some of the issues raised. He requested that Members provide questions in advance of the meeting to allow the BID Manager time to prepare. This was moved and seconded.

RESOLVED: Town Clerk to invite the CF31 BID Manager to the monthly meeting of Bridgend Town Council in June 2019.

Meeting closed 7:55pm.

Signed
Mayor

Date