



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

Present:	Cllr. A Wathan (Mayor) Cllr. Stuart Baldwin Cllr. Nicole Burnett Cllr. Roger Marsh	Cllr. Angela Morelli Cllr. David Unwin Cllr. Lyn Walters Cllr. Tim Wood
-----------------	---	--

In Attendance: Mrs L Edwards (Town Clerk), Mrs D Jones (Deputy Town Clerk & RFO) & Miss J Brown (Democratic Services Officer).

1. To receive apologies for absence:

Apologies were received from: Cllr. Freya Bletsoe, Cllr. Steven Bletsoe, Cllr. Carolyn Webster, Cllr. Rebecca Porter, Cllr. Matthew Voisey, Cllr. Kate Boucher, Cllr. Robbie Thomas, Cllr. Gary Sassoon-Hales & Cllr. Ceri Evans

Absent: Cllr. Stuart Charles

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 10, BCBC Planning Matters

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

- Member of the public referred to the government decision to move the bank holiday from Monday 4th May to Friday 8th May in 2020 to mark the 75th anniversary of VE Day and enquired if the Town Council have considered arranging next year's Wartime Bridgend event to coincide with this date.
- Mayor asked the Town Clerk to respond. Town Clerk explained that this had been discussed at last month's meeting and because it is a bank holiday, staff would not be in work on that day.

4. To Confirm and Sign Minutes of the Town Council Meeting held on 17th June 2019.

RESOLVED: The Minutes of the Town Council Meeting held on 17th June 2019 were confirmed as a true record and were signed accordingly.

5. To Consider Matters Arising from the Town Council Meeting held on 17th June 2019.

- There were no matters arising from the minutes.

6. To note for information Mayoral Announcements and Engagements:

Mayors Announcements:

It was noted that the Mayor's Civic Service will take place on Sunday 29th September at Hope Baptist Church, Bridgend at 3pm. The Mayor's Charity for the year is The Friends of Heronsbridge School.

Mayor's Engagements:

- 23rd June 2019 – Summer Concert, the Tabernacle Choir Bridgend
- 24th June 2019 – AGM of Bridgend and District Scout Association
- 28th June 2019 – Received visitors from Hechtel-Eksel, Belgium
- 1st July 2019 – Opening of Carnegie House Community Art Exhibition
- 6th July – Opening of Heronsbridge School Fete
- 10th July – Heronsbridge School Progress File Ceremony
- 10th July – Bryntirion School musical production of School of Rock

Deputy Mayor's Engagements:

- 23rd June 2019 – Charity Engagement. Sophie Evans in Concert, Maesteg Town Hall.
- 29th June 2019 - AGM of the Central Glamorgan Trefoil Guild
- The Deputy Mayor also supported the Mayor when welcoming visitors from Hechtel-Eksel, Belgium and at the opening of the Carnegie House Community art Exhibition and the opening of Heronsbridge School fete.

7. Town Clerk's Report

Town Clerk provided a verbal update on work and matters for Bridgend Town Council between June – July (for information only).

- It was noted that the date for the election for a Councillor vacancy in the Newcastle ward is set for Thursday 25th July 2019 and there are two candidates standing.
- Town Clerk explained that there had been staff shortages during the period due to staff sickness and annual leave. She explained that two staff vacancies will be advertised within the next two weeks:
 - A six month temporary contract for cover to support the running and promotion of the Arts Centre and events.
 - A part-time position for the role of Facilities Officer.
- It was noted that due to resource issues, committee meetings originally scheduled in early July had to be postponed or cancelled. Members were advised that the Finance Committee meeting had been rescheduled for Tuesday 30th July and the Community Engagement & Well-being Committee meeting had been rescheduled for Wednesday 31st July.
- Town Clerk explained that the YMCA had confirmed that they no longer require two official representatives from Bridgend Town Council on their Management Board, however they would welcome anyone who would like to volunteer on a personal basis.
- Town Clerk advised Members that she had received a Freedom of Information request and is currently collating information in order to provide a response within the 20 day time frame. Members were informed that the information requested is in relation to internal running costs of Bridgend Town Council, decisions of the Council and the Wartime Bridgend event.
- Town Clerk advised that during the month she had continued to work with the Facilities Manager, landlord and solicitors regarding the lease of a property in Wyndham Street.
- Members were advised that a special Town & Community Council Forum meeting has been called on Monday 29th July to discuss BCBC's medium term financial strategy. It was noted that Cllr. D Unwin is the appointed representative for this forum. Town Clerk suggested that the RFO could also

be asked to attend to consider any financial implications on the Town Council. This was agreed by Members.

8. To fill vacancies on the Council Committees listed below:

Planning Committee (2)

- Cllr. S Baldwin was elected to sit on the Planning Committee for 2019/20.
- One vacancy remains on this committee.

Regeneration Committee (2)

- Cllr. D Unwin was elected to sit on the Regeneration Committee for 2019/20.
- One vacancy remains on this committee.

Community Engagement & Well-Being Committee (3)

- Cllrs. S Baldwin and Cllr. A Morelli were elected to sit on the Community Engagement & Well-Being Committee for 2019/20.
- One vacancy remains on this committee.

9. To consider draft minutes of the Personnel Committee Meeting of 26th June 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 9 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.

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

Cllr N Burnett declared a prejudicial interest in Item 10, BCBC Planning Matters and left the Chamber for this item.

- Chair of Planning Committee highlighted two errors in the minutes; Page 3 for the reference to Page 4 9d, the wording 'Freedom of Information questions re: Sunnyside Wellness Village' should be removed as it does not relate to this item and on page 6 the street name 'Heol-Y-Frenhines' had been spelt incorrectly. Town Clerk will amend the minutes accordingly.
- Chair of Planning Committee referred Members to page 2 of the minutes and explained that BCBC had sent a very comprehensive response regarding concerns highlighted by the committee about issues at the periphery of Bridgend Bus Station.
- Chair of Planning highlighted that he had included a report on the agenda to inform the committee about the current staff workload and it had been agreed that the Planning Committee will not raise issues that do not have an immediate need for action until at least November 2019.
- Chair of Planning explained that he had also included an item on the agenda to discuss plans for the expansion of Bridgend Tennis Club and that the Committee had decided to invite the Tennis Club to engage with BTC to discuss their plans in further detail.

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

- Cllr. L Walters questioned whether it was appropriate to invite the Tennis Club in to discuss funding.
- Chair of Planning Committee explained that it would not be to discuss funding, it would be to find out more information about their plans for expansion so that further consideration could be given from a planning perspective.
- Cllr. L Walters explained that a planning application had been submitted to BCBC however it was on hold due to concerns regarding vehicle access to the club.
- Chair of Planning Committee explained that the committee had also discussed a confidential item regarding Evergreen Hall.

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

CONFIDENTIAL MINUTES

CONFIDENTIAL MINUTES

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

- Chair of Planning Committee commended the minutes to Council.

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

11. Finance:

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

12. To consider an email from BCBC Town Centre Manager regarding the delivery of Christmas events 2019

- The email explained that due to budgetary constraints the new BCBC Town Centre Manager was looking for a different approach to deliver the Christmas programme in Bridgend Town Centre in 2019. He proposed that BCBC support Christmas by solely agreeing a financial contribution to the Town Council and for the Town Council to engage an event provider to deliver a Christmas market and lights switch on in the Town Centre. It also clarified that BCBC would book and pay for the reindeer and pay for Bridge FM to attend the event but would not manage the planning or delivery of the event. This would also mean that BCBC would not provide any additional Christmas events or pay for staging or entertainment for the switch-on event.
- Cllr. D Unwin noted that it was agreed that this should be brought up at the Town Members meeting and there should be a discussion with BCBC to agree how to move forward.
- Cllr. L Walters enquired about the implication of the proposed changes.
- Town Clerk explained that in effect, BCBC would provide a donation towards a Christmas event however the responsibility for event planning and management would be transferred to the Town Council. The suggestion made by the Town Centre Manager that BTC engage an event provider would mean that under current Finance Regulations, a tender process would need to take place or the event would need to be managed in-house by BTC staff.
- Members discussed the procedures that need to be followed to run the event. These include the development of an Event Management Plan, Risk Assessment, Evacuation Plan, co-ordinating entertainment, marketing, event security and management and staffing of the event on the day.
- Mayor highlighted that it is short notice to ask the Town Council to take on this for Christmas 2019.
- Town Clerk referred to the letter she had sent to all Councillors and re-iterated the pressures and workload that staff are currently dealing with. She explained that staffing are already over capacity and that there is no resource to manage a tender process or undertake the additional work in-house.
- It was noted that the staff are already working on promoting and delivering a new autumn/winter programme at Carnegie Arts Centre, the Mayors Civic Service, Remembrance Weekend, Christmas events at Carnegie House and planning the Light Festival project for February 2020.
- Members discussed the email in further detail and it was agreed that with the staffing situation and the number of other events planned for the autumn Bridgend Town Council cannot take on this additional work.
- It was suggested that a meeting is arranged to discuss this situation with the Town Centre Manager. The Mayor, Cllr. D Unwin, Cllr. S Baldwin, Cllr. N Burnett and Cllr. L Walters expressed an interest in attending the meeting with the Town Clerk.

RESOLVED: To arrange a meeting between the Town Clerk, nominated BTC Councillors and the BCBC Town Centre Manager to discuss Christmas 2019 when the Town Clerk returns from annual leave.

13. To consider update on terms of lease for property in Wyndham Street (Confidential)

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 9 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.

14. Consultations:

BCBC Consultation on Statement of Licensing Policy. Further details can be viewed at:
<https://www.bridgend.gov.uk/my-council/equalities-and-engagement/consultations/current-consultations/licensing-policy-consultation> Closing date: 8th September 2019. **NOTED**

15. Correspondence:

1. Email from Welsh Government Re: Written Statement: Non-Domestic Rates Relief for Public Lavatories. **NOTED**
2. Coychurch Road, Bridgend - Advance Notification of Temporary Road Closure. **NOTED**
3. (Prohibition and restriction of waiting and loading and parking places)(Civil Enforcement) ORDER 2013. **NOTED**
4. Email from CF31 BID Re: Refill Scheme. **NOTED**
5. Email from BCBC Re: Advance Notification of Temporary Road Closure - Oaklands Drive, Bridgend. **NOTED**
6. Email from CF31 BID Re: Trade Waste and BID Information. **NOTED**
7. Email from BCBC Re: Road Traffic Regulation Act 1984 Section 14 BCBC (Temporary Road Closure Coychurch Road). **NOTED**
8. Email from Mrs E Hughes Re: Skateboard provision in Newbridge fields
 - Cllr. D Unwin explained that this matter was raised and discussed in detail approximately 18-20 years ago. He added that sites for a skateboard park had been identified in Newbridge Fields however due to issues with sewer pipes under the proposed locations, the project could not go ahead.
 - Members discussed alternative locations within the playing fields.
 - It was noted that BCBC currently own the land however there could be plans in the future for BCBC to move responsibility for some of the playing fields to Town and Community Councils.
 - It was highlighted that a facility of this type could cost in the region of £70,000.
 - Members agreed that BTC do not own the land and do not have the capacity or budget to plan and maintain a skateboard park in Newbridge Fields in the foreseeable future.

RESOLVED: Town Clerk to contact Mrs Hughes to advise that the matter was discussed but that no further action can be taken at this time.

9. Email from One Voice Wales Re: Renewing our Democracy – Update. **NOTED**
10. Email from CF31 BID Re: Fake £10 Notes Alert. **NOTED**
11. Email from BCBC Re: Special Town & Community Council Forum meeting - Monday 29 July at 9.30am (Council Chamber, BCBC).
 - It was agreed that Cllr D Unwin and the Deputy Clerk/RFO should attend the meeting.
12. Licensing notice advertisement in local paper
 - Cllr. D Unwin advised Members that he had spotted a notice in the local paper for an application for an alcohol license for premises in Dunraven Place. He expressed concern that BTC had not been notified about this application and questioned the appropriateness of the times set out on the application due to the impact on other businesses operating in the area.
 - Members highlighted that the police would be notified about the application and that it would be scrutinised by BCBC.

RESOLVED: Not to make any comment on this application.

16. Town and Community Forum.

- 1. To consider items for inclusion on the Town and Community Council Forum agenda.**
 - Members did not discuss this item.

- 2. To consider feedback from meetings of the Town and Community Council Forum.**
 - Cllr D Unwin explained that a lengthy presentation was given by the Chief Superintendent regarding the reconfiguration of the Police Headquarters and the increase in car and foot patrols in the area. He noted that there are currently too many demands on the Police and that some matters can be dealt with by other agencies such as social services.
 - It was highlighted that the police telephone number 101 will be free from next year.
 - It was noted that the police have advised that event organisers will need to factor in a cost for policing of large scale events in the future.

- 3. 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.

Meeting closed 8:40pm.

Signed
Mayor

Date