



MINUTES OF COMMUNITY ENGAGEMENT AND WELLBEING COMMITTEE
Wednesday July 7th 2021 at 6.30pm via Microsoft Teams

This is a continuation of the Community Engagement and Wellbeing Committee held on
Wednesday 9th June

Present:

Cllr. I. Williams (Chair)	D. Jones – Deputy Town Clerk / Responsible Finance Officer
Cllr. S. Easterbrook (Vice Chair)	S. Lewis - Community Engagement and Event Manager
Cllr. S. Bletsoe (Mayor Ex Efficio)	D. Elliott – Community Engagement and Events Officer (Minute Taker)
Cllr. A. Wathan	
Cllr. F. Bletsoe	
Cllr. M. Smidman	
A. McFetrich (Co-optee)	

Absent:

Cllr. R. Thomas
Cllr. C. Woodman
Cllr. N. Burnett
J. Harris (Military Advisor)
D. Rees (Youth Representative)

1. To Receive Apologies for Absence.

Cllr. T Wood (Deputy Mayor)
M. Howley (Youth Representative)

Chair welcomed Cllr. M. Smidman to the committee and welcomed members to the continuation of the Community Engagement and Wellbeing Committee held on Wednesday 9th June 2021.

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

No Declarations of Interest were received.

3. To receive an update on the Millennium Stadium Trust Charity Grant and Printing Project.

Chair asked Community Engagement and Events Manager to give the background to the project. Community Engagement and Events Manager referred members to her report:

- A grant of £5,000 was awarded to BTC from the Millennium Stadium Trust Charity to facilitate a Printing Project.

- The Print Project was due to complete in June 2020, however due to Covid-19 we were unable to complete the project within this time frame. MSTC issued a flexible extension to the project and completion and remaining funds from 2020 have been carried over for the remaining element of the print project with lead artist Claire Hiatt. It was hoped that the project would be completed within the last financial year, however with the ongoing pandemic it has carried over into 2021/22 financial year. This has been noted with the Responsible Finance Officer.
- The remaining section of the print project ideally would be carried out inhouse with the large printing press purchased as part of this grant. However, it may be necessary to take the remaining part of the project online to complete the grant and the completion report ideally before the end of summer 2021. Claire Hiatt has proposed a 4-week online Lino Print course which would fulfil the grant and be achievable at home. Any remaining budget could then be utilised to stock the large print press in preparation for future courses which was the long-term aim of the project.

Cllr. F. Bletsoe enquired as to the type of press that was purchased and Community Engagement and Events Manager stated that it was a professional Dry Point Mechanical Press capable of many printing methods with the capability of being used to generate income from printing classes in the future.

Mayor proposed that that a four week online Lino Print Course was developed and delivered to bring a close to the grant funded project. This was seconded by Cllr. Easterbrook.

RESOLVED: Community Engagement and Events Manager to organise a 4-week lino printing online course to be delivered by Claire Hiatt.

4. To discuss establishing a flexible heritage space at Carnegie House and consider equipment, programming, resource requirements and realistic timescales.

Chair asked Community Engagement and Events Manager to give the background to the project and stated that he understood that due to many reasons this project will be difficult to move forward at this time.

Community Engagement and Events Manager referred members to her report and stated that much research had been carried out into this project however the departmental priorities for the next five months were: the new Bridgend Town Council Website, planning for Remembrance and Christmas and the Community Newsletter.

Chair asked if Community Engagement and Events Manager thought that it would be feasible to open the flexible heritage space before May 2022. Community Engagement and Events Manager informed members that In order for the heritage space to open, all staff will need to have moved out of Carnegie House to the Town hall and all work required to the building will need to have been completed. In addition to this, there will be a lot of work involved in the planning and implementing of exhibitions along with the need to look at a possible Volunteer Scheme as a flexible heritage space would not be able to run with the number of staff we have at present.

Responsible Finance Officer informed members that the damp issue in Carnegie House needed to be resolved before a flexible heritage space could open and this was very unlikely to be before May 2022. She also informed members that it is possible to appoint external resource to manage the project, for which planning could start in January 2022.

Chair concurred that a Project Manager would be a good idea and asked whether that motion would need to go to Full Council for approval. Responsible Finance Office confirmed that the appointment of a Project Manager would need to go to Full Council and that more than one project manager could be sought as the project would involve many elements. Responsible Finance Officer suggested a phased approach.

Mayor said that consideration must be given to staff workload and at present the Website and its compliance with Local Government legislation must take priority. He stated that Bridgend Town Council is an ambitious council with ambitious plans and could we look at recruiting temporary staff, as we have done previously, someone who could possibly apply for grant funding and therefore be self-funded.

Chair agreed with Mayor that taking on temporary staff could help with staff workload and priorities. Cllr. F. Bletsoe stated that with the need for this to go to Full Council, a Project Manager or temporary member of staff may not start until January 2022.

Responsible Finance Officer stated that starting the project in January 2022 would tie in with timescales and work priorities and noted the current team would need to spend time liaising with a Project Manager which would create additional work.

Cllr. Wathan reminded members that the proposal would need to go to the Personnel Committee first to be considered before it went to Full Council. Responsible Finance Officer confirmed that the proposal could be discussed at the July meeting of the Personnel Committee and then due to the postponement of all committee and council meetings until October, it could go to Full Council in October.

Mayor asked for the opinion on Community Engagement and Events Manager and Community Engagement and Events Officer. Community Engagement and Events Manager informed members that the flexible heritage space project was huge and constituted a full-time job. A project manager would benefit the project but wanted members to note that current staff would be heavily involved in working with the project manager, as has occurred previously where project managers have been appointed. She also made the committee aware that an external project manager may have their own vision for a flexible heritage space but reminded members that the vision must be the council's vision. Community Engagement and Events Officer agreed with the points raised by Community Engagement and Events Manager.

Chair agreed that a remit, agreed by the Town Council, needed to be given to the externally appointed project manager to work towards.

RESOLVED: It was resolved that the appointment of an external Project Manager to work on the Flexible Heritage Space Project would be placed on the agenda for the next Personnel Committee Meeting.

5. To consider an HMS Urge Memorial Project

Chair recognised that this was very important to the town and to Cllr. Unwin who has proposed this project, but given priorities and work commitments of staff, it will not be feasible to proceed with this

immediately. Chair informed members that he had visited the site proposed by Cllr. Unwin and had concerns about potential vandalism of the memorial and whether the Town Council would be able to obtain planning consent from Bridgend County Borough Council and how long this would take. He suggested that an alternative location could be in the garden of the new Town Hall.

Cllr. Wathan stated that he very much wanted this project to go ahead but it would not be possible to proceed now due to work priorities.

Mayor would not support placing the memorial in a town centre location and referred to the time it took for planning to be granted for the Heritage Walkway, which took 3 – 4 years and agreed with Chair that the garden in the Town Hall would be suitable as families of those who were lost could visit and remember them. Cllr. F. Bletsoe supported this proposal.

Responsible Finance Officer informed members that the HMS Urge Memorial is a new project and has not been budgeted for however it could be put forward for the next precept budget. She also reminded members that a project like this involves a lot of work, for example checking the list of names to go on the memorial is a very large task in itself.

Cllr. F. Bletsoe asked if funds could be vired from the Wartime Bridgend budget to fund the HMS Urge Memorial. Responsible Finance Officer confirmed this would be possible, the Community Engagement and Wellbeing Committee would need to put a formal request to the Finance Committee.

Cllr. Wathan stated that although the internal refurbishment of the Town Hall was due to be completed by April 2022, there are currently no plans for the outside space.

Mayor proposed that the proposal for an HMS Urge Memorial should be accepted in principle and it be considered for inclusion in the next precept budget.

Cllr. Wathan asked if a Memorial Gate would be an option that would be able to be completed sooner and this was supported by Cllr. F. Bletsoe who suggested plaques on the gates with names on. Mayor stated his preference for the memorial to be a stone with engraved names. Cllr. Smidman seconded this proposal.

Mayor clarified that the HMS Urge Memorial Project should be placed as an agenda item on the precept meeting in October.

RESOLVED: Community Engagement and Wellbeing Committee to put a formal request to Finance Committee to vire funds from the Wartime Bridgend budget to support the HMS Urge Memorial Project.

RESOLVED: HMS URGE Memorial Project to be placed on the agenda for the Precept Budget Meeting in October.

Meeting Closed 7.30pm

Signed

Chair of Community Engagement & Well-being Committee

Date