



MINUTES OF BRIDGEND TOWN COUNCIL MEETING

Meeting Details:

Date: Monday 20th February 2023

Time: 6.45 pm

The meeting was held as a hybrid meeting both at Carnegie House and remotely via Microsoft Teams for Business under the Local Government and Elections Act (Wales) 2021.

Pre-Meeting business: 6pm- 6.30pm

The Mayor welcomed The Principle and Vice Principle of Bridgend College to the meeting and thanked them for attending.

Cllr Unwin declared that as Chair of the BTC Planning Committee he felt that whilst a current planning application for this development is live, he could not remain for this presentation and left the Council Chamber.

Cllr Easterbrook declared a Prejudicial Interest in this presentation as a member of BCBC Development Control Committee – Did he leave the room?

Presentation from Bridgend College regarding the new college development at Cheapside

Town Council Meeting:

Chairperson: The Mayor (Cllr Tim Wood)

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

In Attendance:

Cllr Ann Lloyd – In Person

Cllr Nathan Deere – Remote, then In Person

Cllr D Evans – In Person

Cllr David Unwin – In Person

Cllr I Williams – In Person

Cllr Tim Wood (Mayor) – In Person

Cllr M Blundell-Humphreys – In Person

Cllr A Wathan – In Person

Cllr A Felton – In person

Cllr D Brown – In Person

Cllr C Webster – In Person

Cllr F Bletsoe – In Person

Cllr S Easterbrook - In Person

Cllr B Johnston - Remote

Members of the public

1. To Receive Apologies for Absence

- Cllr I Spiller and Cllr F Sullivan

- Noted – That Cllr S Bletsoe was delayed

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

- Cllr D Unwin made a declaration of personal interest in any discussions relating to Merthyr Mawr Community Council and Brynteg School
- Cllr A Wathan made a declaration of personal interest in any discussions relating to BCBC as a BCBC Councillor
- Cllr S Easterbrook made a declaration of personal interest as a Bridgend Town Trader in matters pertaining to Town Centre business and in any discussions relating to BCBC as a BCBC Councillor
- Cllr T Wood made a declaration of personal interest as a Bridgend Town Trader in matters pertaining to Town Centre business and in any discussions relating to BCBC as a BCBC Councillor
- Cllr I Williams made a declaration of personal interest in any discussions relating to BCBC as a BCBC Councillor and in matters relating to Oldcastle School and Brynteg School
- Cllr F Bletsoe made a declaration of personal interest in any discussions relating to BCBC as a BCBC Councillor

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

- There were no questions or comments from Members of the Public.

4. To confirm and sign minutes of the Town Council Meeting held on 23rd January 2023

RESOLVED: That the minutes of the Town Council held on the 23rd of January 2023 be confirmed and signed as a true and correct record.

5. To consider matters arising from the minutes of the Town Council Meeting held on 23rd January 2023

- Page 373 – Planning Committee: Cllr F Bletsoe queried the Town Council’s application to be considered as a location for the National Contemporary Art Gallery. The Deputy Town Clerk explained that an expression of interest had been made through the Planning Committee in 2022.

6. To note for information Mayoral Announcements and Engagements:

- There were no Mayoral Engagements since the last meeting to report.
- The Mayor announced that The Welsh Guards had extended an invitation to all Councillors to be present at the Blessing of their New Standard at Nolton Church on Sunday 12th March at 12.15pm.

7. Planning

1. To receive minutes of Planning Committee meeting held on 16th January 2023

- The Chair presented the previously circulated minutes to the meeting and asked if there were any questions.
- Cllr M Blundell-Humphreys confirmed that she was present at the meeting. The Democratic Officer apologised and that she would correct all records.

RESOLVED: That the minutes of the Planning Committee meeting held on 16th January 2023 be confirmed and signed as a true and correct record.

2. To receive minutes of Planning Committee meeting held on 13th February 2023

- The Chair presented the previously circulated minutes to the meeting and highlighted the following matters:
- Queen Street Storm Damage - The Chair advised that there are two missing doorways that present a safety issue as they are open to a sharp drop to the Angel Walkway. The Chair confirmed that BCBC are now looking into this matter.
- Town Clock on Zia Nina Restaurant - The Chair advised that a reply had been received from BCBC acknowledging that cleaning and painting are still outstanding and that monies had been held back from the initial grant for this purpose.
- Old Stone Bridge Progress - The Chair advised the minor works could now be carried out by BCBC which will not need CADW agreement.
- Planning Appeal (land at Wickes car park) - The Chair confirmed that there had been a correction to the date and that he would be attending a hearing on 7th March 2023. Cllr F Bletsoe advised that she would also be speaking at the appeal.
- Town Centre Travel Survey – The Chair noted that The Town Clerk had contacted BCBC about the lack of consultation with the Town Council on this matter.

8. Finance

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

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

9. Community Engagement & Well-being

1. The Coronation of His Majesty The King

a) To consider notes from a meeting with CADW regarding the use of Newcastle Castle for a beacon lighting event

The BTC Community Engagement and Events Manager referred to her report and explained that she had met with Dr Ffion Reynolds, Community Events Manager at CADW, to discuss possibilities for using Newcastle Castle to celebrate The King's Coronation.

Members were advised that Dr Reynolds had provided an overview of the type of events that could be held at CADW monuments, and the following possibilities were discussed for the King's Coronation:

Lighting up the Castle: It is possible that electric can be obtained from a residential streetlight that is approximately 4m outside the boundary of the castle. Relevant Health and Safety and Risk Assessments would need to be carried out and ample coverings for cables will need to be used. Dr Reynolds suggested that the Council may need to hire security to watch the equipment overnight if there is a possibility of people getting access to the castle after closing time which is 4pm. A portable generator would also be an option to power the floodlights.

Lighting a Beacon: This is possible if a mobile beacon can be hired. An suitable area was identified inside the castle which may visible from surrounding areas however more investigation would be required to check visibility. An event could be held inside the castle for up to 300 people.

Members were advised that the predicted sunset time for Coronation weekend is 8.50pm and that there is no official guidance from the Palace about lighting beacons as yet. A mobile

beacon had been provisionally booked but this would require propane gas and consideration is needed as to where to store the propane gas until needed.

Community Picnic: The inside of the castle could hold approximately 200 – 300 people for a public picnic.

Events inside the castle will need to be ticketed events as numbers would have to be monitored and there would need to be a steward at the gate. Parking would also need to be considered for those attending and travelling by car.

CADW would very much like to work with Bridgend Town Council in the future and are happy to let BTC use the property for events which fall within their guidelines.

b) To consider a report and the results of a public consultation regarding events/activities to mark The King's Coronation

- The Community Engagement and Events Manager thanked the Members who had helped to facilitate the public consultation held on Friday 17th February 2023. She confirmed that no members of the public attended the public consultation in person and that two responses were received online. One response had been in support of arranging an event and one had been against. The consultation had now closed.
- Members were asked to consider if there was a public demand for an event.
- The Town Clerk referred Members to her report which had been previously circulated. Members were advised of the official arrangements for the Coronation weekend as follows:
 - Saturday 6th May 2023 - The Coronation of His Majesty The King will take place at Westminster Abbey
 - Sunday 7th May 2023 – A Coronation Concert will be staged and broadcast live at Windsor Castle and The Coronation Big Lunch will take place across the country
 - Monday 8th May 2023 - A public bank holiday and The Big Help Out which will encourage people to try volunteering to support their local areas
- The Town Clerk explained that she had carried out research and provided a list of examples of activities being arranged by other Town and Community Councils across the UK. These included live screenings of the Coronation, family-focused activities such as royal themed fayres, picnics & coffee mornings, free craft activities for children, providing free seeds for young people to plant and arranging suitable decorations and bunting in the local area.
- The Town Clerk explained that if Council wish to proceed with activities to mark The King's Coronation, it will need to consider the following:
 - Which day to organise celebrations
 - What sorts of activities to organise
 - What budget is allocated to the activities
 - Roles and responsibilities: Who will be responsible for planning and executing the activities and which committee (or full council) will oversee the activities
- Members were advised that if Council wish to proceed with a public event, resource will be required to prepare; an event/project plan, H&S risk assessments and ESAG documentation as soon as possible.

c) To make a decision regarding BTC events/activities for The King's Coronation and to allocate an associated budget

- Members discussed arranging a public event on Sunday 7th May 2023
- Members discussed hiring a large screen to show the Coronation concert.

- After a lengthy discussion Members proposed that the Council should arrange a family picnic at either Bridgend Brewery Field or the Cricket Pavilion in Newbridge Fields on Sunday 7th May.
- The Town Clerk asked Members to confirm the timing of the event. The time of 3pm – 11pm was proposed.
- Councillors discussed the activities that could be included and suggested that subject to the agreement of the venue, the following be arranged; Bridge FM, fairground rides, face painting, circus entertainers, take away food vans and a big screen.
- Cllr Unwin proposed that if the castle is lit up, it should be in red, white and blue.
- Members discussed laser lights and a previous concern raised about the area being on a flight path.
- Cllr Wathan suggested Council could consider providing mementos for children in the area.
- Members discussed Coronation mugs and Cllr Blundell-Humphreys suggested that contact should be made with schools first to enquire if they are already doing this.
- Cllr Webster suggested that the Council could give out packets of seeds to children.
- Cllr Unwin suggested that staff investigate if these could be purchased from the Duchy of Cornwall Estate.
- The Mayor, Cllr Wood proposed the Council arrange the following activities:
 1. To light up Newcastle castle
 2. To arrange a family picnic and large screen to show the concert in either the Brewery Field or Bridgend Cricket Pavilion on Sunday 7th May 2023
 3. To purchase 1,000 packets of seeds to give out to local children
- This was seconded by a number of Councillors.
- The Town Clerk asked Council to confirm the budget allocated for these activities.
- Cllr Unwin, Chair of Finance Committee proposed a budget of £5,000. This was seconded by Cllr Wathan.
- It was noted that staff should make enquiries regarding the availability and costs of the activities and report back to Council.

RESOLVED: That Bridgend Town Council allocate a budget of £5,000 to arrange the following activities to mark The King's Coronation:

- To light up Newcastle castle on Sunday 7th May 2023
- To purchase 1000 packets of seeds to be distributed to local children to mark The King's Coronation
- To arrange a family picnic and large screen at either Bridgend Brewery Field or Bridgend Cricket Pavilion, Newbridge Fields from 3pm – 11pm on Sunday 7th May 2023

2. Armed Forces Day 2023

a) To consider a report on the possibility of arranging an event to mark Armed Forces Day 2023

- Members were referred to a report that explained that Armed Forces Day is an opportunity to show support for the men and women who make up the Armed Forces community: from currently serving troops to service families, veterans and cadets. It was confirmed that Armed Forces Day celebrations begin on Monday 19 June 2023 when the Armed Forces Day flag is raised, and that Armed Forces Day takes place on Saturday 24th June 2023.
- The Community Engagement and Events Manager explained that she had spoken to the Regional Armed Forces Covenant Liaison Officer to provide information about the

possibility of Bridgend Town Council arranging an event for Armed Forces Day and to discuss partnership working. She had been advised that the Forum's view was that they didn't think it would be possible to arrange an event on 24th June as it may be difficult to get attendance from the Armed Forces on this date. She also advised that they want to resign the covenant and bring in military vehicles, however although this is likely to be sometime in June it may not be during Armed Forces Week.

- Cllr Wathan advised that he had liaised with BCBC Armed Forces Champion and Mayor, Cllr Jones and he is interested in working together for this event.
- The Community Engagement & Events Manager provided an overview of possible participants for an Armed Forces Day Parade, information about potential stalls that could be arranged around the Town Centre and options for entertainment.
- Members were advised that The Ministry of Defence offers a grant for Armed Forces Day events up to the value of £10,000, depending on the size and format of the event. This grant is match-funded and can cover up to half the total cost of the event. For example, if the total cost of the event is £10,000 the Town Council would need to cover £5,000 and a grant could cover up to £5,000.
- After discussion Members proposed that the Town Council should proceed with arranging an event on Saturday 24th June 2023 to celebrate Armed Forces Day which would include a parade, charity stands to support the Armed Forces community, music and family entertainment.
- Cllr I Williams confirmed that the Community Engagement and Well-Being Committee would oversee the event and thanked The Community Engagement and Events Manager for her report.
- The Town Clerk asked Council to consider a budget for this event.
- Members proposed that the budget for this event would be £5,000 and that the Council should seek additional grant funding of £5,000.

RESOLVED: To arrange an Armed Forces Day event on Saturday 24th June 2023 and to allocate a BTC budget of £5,000 and seek additional grant funding of £5,000.

Cllr B Johnston gave apologies and left the meeting at 7.39pm

The Mayor called for a short recess at 7.40 pm. The Meeting recommenced at 7.50 pm.

10. Regeneration

a. To receive a report on the unveiling of a blue plaque for John Thomas and discuss the date for the installation and unveiling event

- The Town Clerk referred to her report which had been previously circulated.
- The Town Clerk advised Councillors that following a meeting with the Lieutenancy the invitation to a High-profile Guest to unveil the blue plaque for John Thomas was politely declined. The Palace representative explained that following the death of Her Majesty The Queen, priorities had changed, however at the Council's request, His Majesty's Lord Lieutenant could represent The King with all due protocol.
- Members agreed that enquiries should be made regarding the availability of the Lord Lieutenant to unveil the plaque.
- Cllr Unwin suggested that the installation of the plaque should not be too high as it needs to be seen clearly from ground level.
- Members discussed a previous proposal to invite an eminent harpist to perform at the event. It was noted that suitable cover would need to be provided for the performance to protect the harp. After a discussion regarding costs it was agreed that there is no

budget to pay for a harpist or gazebo, however if a harpist would like to volunteer to play for this event, this could be accommodated at Carnegie House along with refreshments for guests.

b. To receive an update on a blue plaque for Caroline Williams and discuss the date for the installation and unveiling event

- The Democratic Services Officer confirmed that the owner of 12 Newcastle Hill had been identified and that a letter would be sent to the owner for permission to erect the plaque on this property.
- Members discussed the possibility of unveiling the blue plaque for John Thomas and Caroline Williams on the same day.
- The Town Clerk explained that she had looked at the dates of meetings and deadlines for other work and the most suitable dates for installing the plaques would be between the 17th and 21st April 2023.
- After a short discussion Council proposed to hold the unveiling of the John Thomas plaque and the Caroline Williams plaque on Tuesday 18th April 2023 with the time to be confirmed.

RESOLVED: To arrange an event to unveil both the Blue Plaque for John Thomas and Caroline Williams on Tuesday 18th April, subject to relevant permissions and availability of the Lord Lieutenant

c. To receive an update on noticeboards (Cllr Wood)

- The Mayor provided an update from the Town Clerk and confirmed that the locations for the noticeboards have been agreed as:
 - Oldcastle Ward – On Langenau Strasse up against the wall backing on to South Street, level with South Wales Monuments
 - Newcastle Ward – On Park Court Road next to bench approaching junction with Angel Street and Glan-Y-Afon level with outdoor Bowls Hall pavilion
 - Morfa Ward – Outside the entrance to Pen y Bont School, Minerva Street
- The Town Clerk explained that the Facilities Team have liaised with BCBC Highways Department and have been advised of the following considerations:
 - BCBC Planning Department need to be consulted on the locations of the noticeboards. 'Advertising consent' to place posters and notices within these notice boards may be required in addition to planning permission for the boards themselves. There is a fee for this.
 - BCBC Highways Dept need to see details of construction / foundation requirements etc. BCBC require a license to be agreed and signed before works to install items on the public highway – they have provided a template for BTC to complete.
 - The Town Council are responsible for checking the underground apparatus (water/gas pipes etc.) at each location. This needs to be done by an appointed contractor. We need to seek a quote for this.
 - With regard to the installation, BCBC have confirmed that they are not going to be able to facilitate anything until before April 2023 and may still struggle after this. If the Town Council use another contractor, they will need to be registered with Constructionline, and BCBC will require a copy of the Risk Assessments and Method Statements prior to installation.

- Deputy Town Clerk explained that she was due to provide an update at the next Regeneration Committee meeting. She explained that the projects allocated to the Facilities team had been prioritised as follows:
 1. Arrange replacement of Perspex on the Heritage Walkway panels to prevent further damage to the information boards
 2. Arrange the installation of the Jubilee benches
 3. Arrange installation of noticeboards
- The Deputy Town Clerk further clarified that she had advised Personnel Committee and full council that the Facilities & Projects Officer would be unable to progress with project work whilst covering the Facilities Manager role which includes managing the outdoor team, working on the Town Hall urgent issues (leak, grants for boilers etc.) arranging summer floral displays and dealing with allotment issues.
- It was noted that during the month staff had dealt with a range of allotment issues including a formal complaint regarding the allotment waiting list, asbestos at Great Western Allotment site and an allotment tenant that needed additional support. This will be reported at the next Facilities Committee meeting.
- The Town Clerk added that there is currently only one member of staff on the Facilities Team and that work to prepare risk assessments will also be a priority for upcoming BTC events.
- The Mayor thanked the Deputy Clerk and Town Clerk and confirmed that he understood the priorities and that he was happy with the update and that there should be no change to the priority list.
- Cllr S Bletsoe queried if the management of the allotments could be dealt with by an outside agency.
- The Deputy Town Clerk advised that she could make enquiries and added that steps had already been taken to try to reduce the time spent on allotment enquiries.
- Cllr A Wathan thanked the Town Clerk and Deputy Town Clerk and reiterated to Council the impact of current staffing situation.

11. Town Hall

a. To receive an update on the water leak, insurance, damage and next steps for the Town Hall Refurbishment project.

- The Town Clerk referred to her detailed report which had been previously circulated and provided the following information:
Alleged cause of the water leak:
 - Failure of a Pressure Reducing Valve (PRV) in the plant room. This valve controls the pressure of the cold-water feed from its external source to the pipework within the building. Failure of this valve allowed too much water pressure into the pipes. Standard pressure for a PRV is around 1-2 bar, at the time of the leak, the PRV was at 7 bar. This caused the first compression joint in the system to blow on the weekend of 17th/18th December 2022.
 - The cold-water feed is a separate feed for the kitchen & toilet facilities. It was not affected by the works to the heating system carried out by a sub-contractor. The heating system was drained down and isolated. The cold water feed is not part of the contractor's scope of works on this project.
 - It is not believed that this fault was caused by cold weather/frost. It is likely that the spring in the PRV has worn over time. The fact that the building has not been in regular use for a period of two years may also be a contributing factor to the failure of the PRV.

- It is possible that changes to the water pressure to the building could have been affected by external works in the surrounding area.
- It was noted that the entire water supply to the building is currently turned off. The PRV has been adjusted to set the bar to 1-2 however it is strongly recommended that the PRV valve is replaced urgently before the water is switched back on. For the future, the PRV check should be specifically included as part of the annual service for any boiler system.

Insurance:

- Initially the contractors insurance provider denied that responsibility for the water damage lies with the contractor. This was based on the principal that the leak was on pipes outside the scope of works of the project. This has been challenged by BTC staff as well as by the architect and Quantity Surveyor appointed by the Council due to the fact that a request was made to switch off the water supply.
- The contractor has since advised that their insurance company has appointed an adjuster to investigate the claim on their behalf. At this point the insurer highlights that this does not mean that they accept liability, only that a site meeting will be arranged to review the damage on site to inform their decision.

Current boilers/heating system

- Further to a gas leak at the property in December, the heating system was working however it is not safe and therefore has been switched back off.
- As the boiler contains asbestos it is not possible to carry out thorough maintenance and servicing to repair the fault. Due to the age of the boilers, the parts are also now obsolete. It is likely that the service carried out prior to the purchase of the building was a visual check and analysis to check the safe levels rather than a full strip service that would now be required.
- The building is now without a safe boiler system for heating and hot water.
- Enquiries were made with local contractors to get a second opinion regarding the boilers. The Council had received a quote in the region of £1,500 for an engineer to visit the site, carry out necessary inspections and prepare a report.

Options for heating and hot water

- Members considered estimated costs of between £64-£78k for a replacement gas boiler system. These estimates were provided by the current Mechanical & Electrical contractor and the Council's appointed Quantity Surveyor for information only. The Town Clerk noted that these costs excluded the removal of the asbestos boilers and associated plant and controls.
- Under the Town Council's Financial Regulations, the procurement process for replacing the boilers, which will require expenditure over £25,000, will require the Council to go to tender. To do this, a specialist will need to prepare a detailed specification for the new boilers to be included in the tender package to seek like-for-like quotes.
- The Facilities Officer had contacted BCBC to seek further information about the proposed Bridgend Heat Scheme however BCBC advised that a contractor still needs to complete their detailed design for the scheme in the coming months, therefore a detailed specification is not available. She was advised that any new heating system installed at this time is unlikely to be required to need the capability to be modified for the Heat Scheme. It cannot yet be confirmed if it will be possible for the Town Hall to be linked to the scheme.

- In the interim, the contractor had confirmed that they could complete the repairs and contract works without the heating system. This means that the building could be handed back to the Council and opened, subject to arranging an alternative hot water supply and temporary electric heaters.
- A quote for a separate hot water supply was provided to Council which included an immersion heater to be fitted in the plant room to comply with the Health & Safety requirement to provide hand washing facilities in a public building.
- The Town Clerk advised that further to her report which contained a number of options regarding a way forward, Council will need to discuss a budget for the replacement of the boiler system and how the boiler replacement project is managed.
- The Town Clerk reminded Council that general reserves are at their lowest level and therefore budgets would need careful consideration before proceeding.
- Town Clerk asked Council to consider whether or not to extend the appointment of the consultants on this project as the replacement of the heating system is currently outside their scope of works.
- Cllr Unwin felt it was important to retain the professional expertise.
- Members briefly discussed options for the replacement of the heating system, however felt a detailed discussion is required.
- Cllr I Williams referred to the insurance situation and liability. Members discussed seeking legal advice regarding the insurance situation and repairs required due to water damage.
- The Town Clerk noted that there is an option to obtain free legal advice through One Voice Wales.
- It was noted that the longer Council left matters, the worse the problems would get.
- Cllr A Wathan queried if Council took control of getting the building back to an acceptable standard, how much would this cost. The Town Clerk clarified that the contractor had provided an estimate of between £17-£18,000 as a minimum cost for the repairs.
- Members discussed the contractor's liability for switching off the water.
- Cllr D Unwin proposed that the professional staff be retained, and that Council should seek legal advice regarding the insurance situation. This was agreed by Members.
- Cllr D Unwin proposed that a further meeting be called on Monday 27th February 2022 to discuss the Town Hall reports and options in further detail and as Chair of Finance, suggested that he work with the Deputy Clerk/RFO to look at the potential budget available. This was agreed by Members.

RESOLVED: That the architect and quantity surveyor be retained, subject to acceptable costs, that legal advice should be sought from One Voice Wales regarding the insurance situation and that the Town Hall reports and options for a replacement heating system deferred to a meeting on Monday 27th February 2022.

b. To consider seeking a plan for the maintenance of the grounds of the Town Hall and quotes for a grass cutting contract at the Town Hall for 2023 (Cllr Unwin)

RESOLVED: That seeking a plan for the maintenance of the grounds of the Town Hall and quotes for a grass cutting contract at the Town Hall for 2023 (Cllr Unwin) be included on the agenda for the Extra Ordinary meeting on Monday 27th February 2022

12. Casual Vacancies

a. To receive an update regarding the Notice of Vacancy for a BTC Councillor in the Morfa ward and consider a co-option process if an election has not been called

- The Town Clerk confirmed that an election had been called and would be advertised as directed by the Electoral Office.

b. To note a casual vacancy for a BTC Councillor in the Oldcastle ward

- The Town Clerk confirmed that Angela Morelli had resigned and that a notice of vacancy would be advertised.
- The Town Clerk advised that if an election is called in the Oldcastle ward, there is a possibility that the elections would be held on the same day. Cllr D Unwin noted that each election cost approximately £5000 and that a small saving could be made by holding them on the same day.

13. To receive and discuss the updated BTC Resolution Register

- Cllr D Unwin noted that it was resolved to look at the document every 6 months but queried the length of the document, which showed 293 resolutions with 70 not actioned. He asked the Deputy Town Clerk/RFO if the document could be reduced to show only the outstanding resolutions. The Deputy Town Clerk/RFO explained that the document provided the details of what staff had completed and are working on to inform resource availability and priorities.
- The Town Clerk explained that the document was sent via email both as an Excel spreadsheet so that the columns can be sorted and prioritised, and in a PDF format.

14. Town Twinning

a. To consider and discuss a letter from Villenave d'Ornon regarding the Youth Exchange and a Civic invitation to the Associations Forum in Villenave d'Ornon on 6th – 10th September 2023

- Cllr S Bletsoe advised Members that he had read both letters and was mindful that 7 years ago decisions were made that had caused upset. Cllr S Bletsoe recognised that this is a delicate situation and advised Members that any debate on this matter should be held with the greatest respect for what the Town Twinning committees have achieved. He noted that Council does have an obligation towards Town Twinning as per the original signed charter.
- The Town Clerk gave an overview of discussions held between the Bridgend Town Twinning Association and representatives from Villenave d'Ornon at a meeting held at Carnegie House in 2022 regarding difficulties in planning the youth exchange.
- Councillors held a lengthy discussion in support of how an exchange could be facilitated given the legacy of the pandemic, school participation, safeguarding, ages ranges and how pupils could be accommodated.
- Cllr D Unwin proposed that he and Cllr Ian Williams approach the Head of Brynteg School for more information.

RESOLVED: That Cllr D Unwin and Cllr Ian Williams approach the Head of Brynteg School for more information and report back at the March Town Council meeting.

Noted – Cllr S Bletsoe and Cllr F Bletsoe left the meeting at 9.05 pm.

- Cllr A Wathan proposed that the Town Clerk send a letter of acknowledgment to explain that Council are seeking more information.

RESOLVED: That the Town Clerk send a letter of acknowledgment to Villenave d'Ornon explaining that Council were seeking more information.

b. To consider a civic invitation to a children's festival in Langenau on 21st July 2023

- The Town Clerk advised Members that the Town Twinning Committee are attending this event, however numbers had not been confirmed.
- Cllr D Unwin proposed that The Mayor and Consort in situ at the time accept the invitation.

RESOLVED: That an invitation to attend a children's festival in Langenau, Germany on 21st July 2023 is accepted on behalf of the Town Council Mayor and Consort in situ at the time.

15. Benches

a. To discuss potential locations and installation of three Queen's jubilee benches

- Cllr D Unwin recommended 3 locations in areas that are easy to access, maintain and for the public to use:
 - Outside the Halo Leisure Centre
 - On grass area outside Westward Community Centre
 - To replace an old bench at the junction of Waunscil Avenue and Highview

RESOLVED: To progress with the installation of three Queen's jubilee benches; one outside the Halo Leisure Centre, one outside Westward Community Centre and one in Waunscil Avenue/Highview to replace an old bench already in situ.

b. To discuss two benches for Bridgend Sports RFC (Cllr Wood)

- It was confirmed that the Council already have a bench available in storage and therefore needs to only purchase one more bench.
- Deputy Town Clerk advised that further consideration is required regarding the exact location of installation and who will carry out the work.

RESOLVED: To purchase one bench for Bridgend Sports RFC and to contact BCBC about the location of the benches and the base required for each bench.

c. To consider a motion from Cllr T Wood:

'To propose x2 King's Coronation benches: 1 Oldcastle ward, 1 Town Centre'

- Cllr D Unwin proposed that in view of proposed expenditure this item be discussed at the April meeting of Full Council.

RESOLVED: That The Town Clerk defer this item and include it on the agenda for the April meeting of Full Council.

16. To receive a report from BCBC to the Town & Community Council Forum regarding a Community Governance Review (deferred from meeting in December 2022)

- Cllr D Unwin advised Members that periodically there is a need to review the boundaries of all Town and Community Councils in Wales and that the current boundaries have remained unchanged since 1974. He suggested that as new developments have emerged and populations have changed, some communities will merge.
- Cllr D Unwin proposed that Members note the proposed changes and that this may need a more detailed discussion at a separate meeting in the future.

17. To consider and discuss the January update from the Bridgend Traders Forum (Cllr Unwin)

- Cllr D Unwin noted that he had been a representative on behalf of BTC at this meeting for several years, however to his knowledge, the last meeting was held in May 2022. He noted that he was unaware of the meeting that had taken place in the market square on 7th February 2023.
- Cllr D Unwin referred to the document which had been previously circulated and pointed out that the author of the document appeared to be EPM Marketing. He highlighted that there was no reference of BTC provision in relation to Christmas activities.
- The Town Clerk confirmed that an update had been received regarding the nomination of a New Chair but she had not received prior notification of the meeting.

18. To receive concerns from Cllr Unwin regarding the red telephone kiosks on Court Road

- Cllr Unwin referred Members to a report which showed the poor condition of the red telephone kiosks. He proposed that installations in these kiosks by third parties should be reviewed.
- Cllr Unwin reported that the kiosks are listed structures and he believed their current condition, with panels missing, is not safe.
- Cllr T Wood advised that flowers would be installed in spring by a lady that runs the Brackla Allotment site.
- Cllr D Unwin referred to health and safety requirements and highlighted that the Facilities Team should be notified in writing of any work in these kiosks. He did not think the current arrangement was acceptable and suggested that a better regime is needed for these listed monuments.

19. To consider a motion from Cllr T Wood:

'To hold a classic car show in Bridgend Town Centre on Saturday 15th July 2023 in conjunction with EPM'

- The Community Engagement and Events Manager advised Members that previously BCBC and The Bid had organised and funded this event. She explained that EPM Marketing would organise the event this year with a request for sponsorship from BTC, however the event would not be branded as a BTC Event, but EPM would use the BTC logo on advertising etc.
- Cllr D Unwin proposed that Council sponsor this event and for the sum of £1,945 exactly.

RESOLVED: That The Town Clerk authorise the sum of £1,945 to EPM Marketing for sponsorship of the Classic Car Show in Bridgend Town Centre on Saturday 15th July 2023.

20. Consultations:

a) Public commemoration in Wales: guidance for public bodies (deferred from January meeting)

The guidance will help public bodies make decisions on existing and proposed commemorations. This includes:

- **statues**
- **plaques**
- **street names**

The consultation details can be viewed in full at: <https://www.gov.wales/public-commemoration-wales-guidance-public-bodies> Consultation ends: 21 February 2023

NOTED by Council

b) Technical Advice Note (TAN) 15: Development, flooding and coastal erosion - further amendments

This consultation is seeking your views on draft further revisions to planning guidance in relation to flooding and coastal erosion. Responses are required by 17 April 2023. Further information can be found at: <https://www.gov.wales/further-amendments-technical-advice-note-tan-15-development-flooding-and-coastal-erosion>

NOTED by Council

21. Correspondence:

a. Letter from BCBC re Town & Community Council fund

- Cllr D Unwin highlighted that the Council has been awarded two grants from this fund for Town Hall projects that are currently outstanding. He proposed that these outstanding grants are discussed when budgets are considered at next Monday's meeting. This was agreed by Members.

b. Bridgend Town Council - Rubbish disposal at Bryncethin Depot

- The Town Clerk confirmed that an email had been sent to BCBC to query this matter and to date there had been no response.
- Cllr D Unwin advised that the email was wholly inaccurate and that BTC did not dispose of white goods. He suggested that the Council await a response from BCBC. This was agreed by Members.

Meeting closed at 9.32 pm.

Signed

Date

Mayor