



MINUTES OF BRIDGEND TOWN COUNCIL MEETING

Meeting Details:

Date: Monday 31st July 2023

Time: 6.30 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.

Chairperson: The Mayor (Cllr Freya Bletsoe)

Staff: Mrs L Edwards (Town Clerk), Mrs D Jones (Deputy Town Clerk & RFO), Mrs D Elliott (Community Engagement & Events Manager), Mrs R Stone (Facilities Manager - Remote), Mrs L Price (Temporary Democratic Services Officer & minute taker)

In Attendance:

Cllr I Williams (Deputy Mayor) – Remote	Cllr Ann Lloyd – In Person
Cllr S Bletsoe – In Person	Cllr P Settle – In Person
Cllr M Blundell-Humphreys – In Person	Cllr I Spiller – Remote
Cllr N Deere – In Person	Cllr D Unwin – In Person
Cllr S Easterbrook – In Person	Cllr A Wathan – In Person
Cllr A Felton – Remote	Cllr C Webster – In Person
Cllr F Sullivan -In Person	Cllr T Wood – In Person

Mr Rob Hearne – Quantity Surveyor for Town Hall Project

1. To Receive Apologies for Absence

Apologies were received from Cllr D Evans, Cllr K Evans

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

- Cllr N Deere made a declaration of personal interest in agenda item 27 as an allotment holder at the Great Western allotment site.
- Cllr A Wathan made a declaration of personal interest in any discussions relating to BCBC as a BCBC Councillor and in agenda item 7 as a member of BCBC Development Control Committee.
- Cllr S Easterbrook made a declaration of personal interest in any discussions relating to BCBC as a BCBC Councillor, as a Bridgend Town Trader in matters pertaining to Town Centre business and in agenda item 7 as a member of BCBC Development Control Committee.

- Cllr T Wood made a declaration of personal interest in any discussions relating to BCBC as a BCBC Councillor and as a Bridgend Town Trader in matters pertaining to Town Centre business.
- Cllr S Bletsoe made a declaration of personal interest 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 as a school governor at both schools.
- Cllr D Unwin made a declaration of personal interest in matters relating to Brynteg School as Vice Chair of Governors and as a member of The National Milestone Society.
- Cllr I Spiller made a declaration of personal interest in any discussions relating to BCBC as a BCBC Councillor and in agenda item 17 as Chair of Laleston Community Council.

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 Monday 19th June 2023

RESOLVED: that the minutes of the Town Council Meeting held on Monday 19th June 2023 be confirmed and signed as a true and correct record.

5. To consider matters arising from minutes of the Town Council Meeting held on Monday 19th June 2023

Page 20 – Agenda Item 7

- Cllr D Unwin referred to the discussion about banners and graffiti murals and enquired if any BCBC Councillors had followed this up at BCBC. Cllr I Williams responded that he had emailed BCBC but had not yet received a response.
- Cllr D Unwin referred to the discussion about EV charging points and enquired if any BCBC Councillors had followed this up at BCBC. No BCBC Councillors had made enquiries therefore Cllr S Bletsoe offered to raise this and report back.

Page 21 – Agenda Item 10

- The Mayor asked if the letter to Mr Francis Dickinson had been sent. The Town Clerk confirmed that she had not actioned this yet. The Mayor responded that she would write the letter and send it.

Page 22 – Agenda Item 11.1 & 11.2 (Planning)

- The Chair of Planning Committee, Cllr Unwin, noted that planning permission for Bridgend College was discussed and agreed at the BCBC Development Control Committee meeting on the 27th of July.
- Cllr Unwin enquired if BCBC members had any further information regarding the Public Spaces Protection Order. No further information was available, he therefore requested that BCBC Members pursue this.
- Cllr Unwin noted that the Brynteg School Outdoors Sports Pitch has been approved and conditions met.
- It was noted that the derelict building at 53 Nolton Street, will be discussed at next week's Planning Committee meeting.

- It was noted that the application for Sunnyside House wasn't discussed at the BCBC Development Control meeting on the 27th of July 2023. There is currently no date agreed for when the matter will be discussed.

Page 24 – Agenda Item 13.1 (Facilities)

- The Mayor enquired if the Chair of Finance, Cllr Unwin, had met with the Facilities Team to discuss the cost of Christmas lighting for 2023. Cllr Unwin confirmed that this discussion had taken place.
- It was noted that a Working Group had been appointed to look at steps to reduce the carbon footprint and improve biodiversity for the Bridgend Town Council area. Cllrs Deere and K Evans are members of this group. Cllr Wood was asked to also join the group and he agreed to this.

Page 25 - Item 15 (Future of Bus Services)

- Cllr Unwin advised that a £2 cap on bus fares in England had been extended and questioned why this was not in place in Wales. Cllr Wood offered to raise this with BCBC.
- Cllr Williams advised that he had already written to BCBC about bus services, and they will not offer any assurances in relation to subsidies or cuts in service.
- Cllr Williams advised that RCT Council had placed a £1 cap on fares starting and ending within their Borough Council area, and in Neath Port Talbot, shuttle buses have been introduced on lesser used routes. BCBC have advised that they cannot afford to do this.
- Cllr Unwin highlighted BCBC's investment into the Cardiff Capital Regional City Deal and queried what are Bridgend getting back from this deal.
- The Mayor agreed that this is a reasonable question and noted that although BCBC have put significant sums of money into this, bus services in Bridgend are being cut.
- Cllr Easterbrook noted that he had been told that the benefits of the City Deal will be seen over 20 years.
- Cllr Unwin explained that he had written to BCBC regarding various bus services. No response has been received yet.
- Members discussed the projects in Bridgend County that are part of the City Deal.

Page 28 – Item 19 (Correspondence)

- Item 2 – Cllr S Bletsoe confirmed that he had prepared a letter today to be sent to the BCBC Chief Executive about the school crossing patrol for Litchard Primary School on behalf of the Town Council for the Town Clerk to send.

6. To note for information Mayoral Announcements and Engagements:

Mayoral Announcements:

- To note that an election has been called for the BTC Casual Vacancy in the Newcastle Ward.
- There was some confusion as to whether the notice to call an election had been submitted to BCBC in time as the relevant papers had been sitting in BCBC's mailbox.
- The Mayor and Cllr Williams attended BCBC's offices and viewed stills from the CCTV of the papers being delivered, although dates and times were not shown. BCBC were satisfied that the papers had been submitted in time and that an election should be called.
- The Town Council had originally been advised that an election was not required.
- Cllr Unwin advised that he will raise this matter with BCBC.

Mayoral Engagements:

- Friday 23rd June - Signing of Armed Forces Covenant at Civic Offices
- Saturday 24th June – BTC Armed Forces Day Celebration in Bridgend Town Centre
- Saturday 24th June - St Johns House Open Day
- Saturday 24th June - The Friends of Heronsbridge Annual Summer Ball
- Saturday 27th June - The Bridge Community Hub Relaunch Event
- Friday 30th June - Tabernacle Choir concert
- Saturday 1st July – Opening of Heronsbridge Summer Fete/Fun Day
- Monday 10th July - Opening of Freeschool Court Hall and Atrium and Award of Plaque
- Saturday 15th July – Event to mark Venetia Steele Boutique 1st Birthday
- Saturday 15th July – Classic Car Show in Bridgend Town Centre
- 20th to 25th July - Town Twinning Children’s Festival in Langenau, Germany – The Mayor circulated a written report of this visit for information.

Deputy Mayor Engagements:

- Saturday 24th June – BTC Armed Forces Day Celebration in Bridgend Town Centre
- Monday 10th July - Opening of Freeschool Court Hall and Atrium and Award of Plaque
- Saturday 22nd July – Cor Bro Ogwr concert at All Saints Church, Porthcawl

Resolved to discuss item 14 Town Hall as the Quantity Surveyor was in attendance.

14. Town Hall

To receive tender responses/quotes and consider a report from the Project Manager for the Town Hall Replacement Project and select a contractor to undertake the work.

- The Town Clerk advised that the work had been advertised until the 24th July on Sell2Wales and 3 tender responses had been received.
- It was noted that the Project Manager/Architect, Quantity Surveyor and Hydrock had supplied much of the supporting documentation for the tender.
- The original cost of the works was estimated to be between £80/90k.
- The Tender quotes were significantly higher than this figure.

The Town Clerk advised Members of the Council’s Financial Regulations in relation to Budgetary Control and Authority to Spend as follows: -

- 3.10. No expenditure shall be authorised in relation to any capital project and no contract entered into or tender accepted involving capital expenditure unless the Council is satisfied that the necessary funds are available, and the requisite borrowing approval has been obtained.

The Town Clerk also advised Members that Contracts must be awarded in compliance with The Public Contracts Regulations 2015 as follows: -

Regulation 56

(4) Where information or documentation to be submitted by economic operators is or appears to be incomplete or erroneous, or where specific documents are missing, contracting authorities may request the economic operators concerned to submit, supplement, clarify or complete the relevant information or documentation within an appropriate time limit, provided that such requests are made in full compliance with the principles of equal treatment and transparency.

- It was noted that two of the tender responses do not currently comply, however they could be asked for the missing information. Only one response complies however it is likely there will be variations.

The Town Clerk referred to 2 options available provided by the Project Manager:

Option 1

- To appoint the only compliant tender, which is also the cheapest of the three received, subject to a Value Engineering Workshop in Mid-August.

Option 2

- To use the cost analysis from the lowest quote provided as a guide and ask Hydrock to re-examine the design/specification to make it cheaper, and to retender for the replacement heating system.

It was noted there will be additional consultant fees for this option.

The Town Clerk highlighted that the Council does not have sufficient budget to accept the lowest quote received and advised Members that in her view, accepting option 1 would leave the Council vulnerable in terms of the Council's Financial Regulations, Public Contract Regulations and Audit.

A lengthy discussion took place about the tender quotes received in terms of the costs, timescales, specification. The Quantity Surveyor (QS) was called upon to respond to a number of questions. A summary of the discussion is below:

- Concern was raised about the high cost of the Tender responses in comparison to the original estimated cost. Councillors did not feel that they could face their constituents if they accepted any of the tenders received.
- Members queried the size of the building in comparison to a domestic dwelling.
- The QS confirmed that it is probably equivalent in size to three 4-bedroom properties.
- Members queried whether a domestic heating system could be installed, i.e., as the building is equivalent to 3 bungalows, could 3 boilers be installed and zoned for different parts of the building? They also queried the lifespan of a commercial boiler versus domestic boilers.
- The QS advised that a domestic boiler generally lasts 10/12 years, whilst a commercial boiler should last 10/20 years. He suggested that Council may wish to seek a Value Engineering Assessment which will indicate if there are other options available.
- The QS also advised that there is a smaller market for commercial boiler installations, than for domestic installations. The short timescale as well as the time of year (during summer holiday season) may have impacted on the number of tenders submitted.
- Members queried if the tender was too specific in respect of the make/type of system to be installed.
- The QS stated that although the tender was fairly specific in relation to the type and make of equipment required, there was an option for Tenderers to quote for similar alternatives. It was suggested that due to the short timescales, Tenderers may not have had the time to research other brands.
- Members discuss the possibility of looking at eco-friendly systems such as air or ground source heat pumps, hydrogen boilers etc. that might originally have been considered too

costly. It was noted that taking into account the cost of the tender responses received, these options should be revisited.

- The QS indicated that he thought that an air source heat pump had originally been considered but significant work would be required to the building to improve the level of insulation for this type of system to be effective. Pipe work would also need to be changed.
- Cllr Unwin, Chair of the Finance Committee, advised that the original figure of £80k set aside for the boiler installation was pushing the limit of public funds available. He explained that The Public Works Loan Board (PWLB) had been approached in respect of seeking a further loan and that they had responded but had not committed either way. Welsh Government had also been approached but had not yet responded.
- It was agreed that a delay is inevitable, and therefore the specification should be revisited and that the Council will need to go back out to Tender. Councillors agreed that this would be the most appropriate option.
- The Town Clerk suggested that the Town Hall Working Group could meet with all relevant professionals to discuss the design of the system/specification.
- It was proposed that an Extra-ordinary meeting of full Council should be called during summer recess for all Councillors to have the opportunity to speak to the Project Manager/architect, QS and Hydrock as quickly as possible, to review the specification and progress a way forward.
- The Town Clerk highlighted that some of the consultants may only be available for a daytime meeting. Members agreed that they would be prepared to attend a daytime meeting if required.
- It was queried whether the Council could purchase the boiler parts required directly from a supplier and then arrange the installation separately. The QS responded that this had been considered approx. 6 months ago, but wasn't considered a viable option at the time, due to contractors having access to better discounts.
- Members did not feel comfortable to leave the building empty into the winter as it was during last winter that the existing equipment failed and caused the extensive water damage to the building.
- Members discussed temporary heating solutions for Winter 2023 and the Town Clerk was asked whether staff would be prepared to move into the building if a temporary solution for heating and hot water supply could be arranged. The Town Clerk responded that this could be an option.

RESOLVED: To arrange an urgent Extraordinary Council meeting for Councillors to meet with Hydrock, the Quantity Surveyor and the Project Manager/Architect to review the boiler specification and look at alternative options.

The Mayor thanked the Quantity Surveyor for his attendance and contribution to this discussion and he left the meeting.

7. Planning

Noted: Cllr A Wathan and Cllr S Easterbrook declared a prejudicial interest and left the Chamber for this agenda item

1. To receive minutes of Planning Committee meeting held on 3rd July 2023

RESOLVED: To receive and note the minutes of the Planning Committee meeting held on 3rd July 2023.

Noted: Cllr A Wathan & Cllr S Easterbrook returned to the meeting

8. Finance

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

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

2. To consider draft minutes of Finance Committee meeting on 27th July 2023

It was noted that Minutes of the Finance Committee meeting held on 27th July 2023 were not available (due to time constraints). This item will be deferred to the next Town Council meeting.

RESOLVED: To defer consideration of the minutes of the Finance Committee meeting on 27th July 2023 to the September Town Council meeting.

9. Annual Reports

1. To consider and approve the Bridgend Town Council Annual Report for 2021/22

- The Town Clerk apologised for the delay of the 2021/22 Annual Report and advised that Annual Reports for both 2021/22 and for 2022/23 are now available for Council's consideration. She explained that subject to any amends and approval, the reports will be sent to the External Auditor.
- Cllr Unwin commended the Town Clerk on the reports but questioned the amount of hours it had taken to prepare these documents for the auditor, and queried if this was the best use of staff time.
- The Town Clerk confirmed that it is a Statutory Duty for the Town Council to prepare an Annual Report each year and explained that the reports will also be available for the public via the Town Council website.
- The Mayor agreed that the reports were very well prepared and important for transparency.
- Cllr Spiller echoed the Mayor's comments, and agreed that they should be made widely available online and on social media. He explained that the reports provide a narrative of what the Council has done over a 12-month period. He commented that the reports are a credit to the staff and gave his personal thanks to those involved.

RESOLVED: Annual Report for 2021/22 was approved by Members.

2. To consider and approve the Bridgend Town Council Annual Report for 2022/23

RESOLVED: Annual Report for 2022/23 was approved by Members.

10. Community Engagement & Wellbeing

1. To receive minutes of Community Engagement & Wellbeing Committee meeting held on the 28th June 2023

RESOLVED: To receive and note the minutes of the Community Engagement & Wellbeing Committee meeting held on 28th June 2023.

2. To consider a suggestion from Cllr Wood to discuss installing flagpoles in the ground, either side of the doors, outside Carnegie House.

- The Town Clerk advised that in 2014 a request was made to CADW to mount flagpoles on the building, but this wasn't approved because of conservation concerns.
- Cllr Unwin suggested that the Council approaches CADW again.
- Cllr Williams noted that Pembrokeshire Council has 3 flagpoles on their listed building.
- Cllr Wathan suggested that both options are put forward – mounting on building and in the ground.
- Cllr Blundell-Humphries noted that Cardiff Castle is a listed building, but they have flagpoles mounted on their walls.
- Cllr Easterbrook advised that the Conservation Officer at BCBC is approved by CADW.
- Members discussed and agreed to approach CADW with both options – wall mounted and in the ground.
- Cllr Deere queried the frequency and cost of maintaining flagpoles both in the ground or wall mounted.
- Cllr Williams commented that if they were sited in the ground, consideration would need to be given to the distance from the balcony for raising and lowering the flags, but also in terms of anti-social behaviour/people climbing the pole.
- Cllr S Bletsoe stated that if wall mounted, the poles must be easily accessible so that flags can be raised at short notice without incurring any additional cost.
- The Town Clerk enquired for clarity if the Council want two flagpoles, sited either side of the door. Members confirmed this was correct.
- Cllr Unwin suggested that as a member of the Listed Property Owners Club, we could approach their legal department for some advice.

RESOLVED: That the Town Clerk should contact CADW for advice on both options to install flag poles outside Carnegie House.

3. To request that Council considers a budget for the tree planting project to commemorate The Queen's Platinum Jubilee, subject to advice from BCBC Countryside Manager to identify a suitable tree species and three sites for planting a statement tree in each of the BTC wards.

- Cllr Williams proposed deferring this item until the Council has been advised of the budget.
- The Community Engagement and Events Manager confirmed that potential sites had been identified at Cefn Glas and Newbridge Fields. The site identified outside Nolton Church does not appear to have enough space on the green. The BCBC Countryside Manager will send more information when available.

RESOLVED: To defer until all relevant information is received.

4. To consider making Armed Forces Day an annual event for Bridgend Town Council and discuss the possibility of applying to host the Welsh National Armed Forces Day event in Bridgend in 2025 or 2026.

- Cllr Williams passed to the Community Engagement and Events Manager for an update. He also thanked her for her hard work in making Armed Forces Day a success.
- The Community Engagement and Events Manager advised that the Welsh National Armed Forces Day for 2024 is being held in Swansea and is being combined with the Swansea Air Show which is a week later than Armed Forces Day.
- This could create an opportunity for a larger parade in Bridgend in 2024.
- In 2025 the Council is committed to a celebration of the 600th Anniversary of the Old Stone Bridge, which will be a large-scale event.

- Cllr Williams proposed that the Council consider applying to host the National Armed Forces Day in 2026. By then the Community Engagement and Events Manager would have three years' experience of running this event.
- Cllr Williams stated that he is keen to carry on the Armed Forces Day as an annual event.
- Cllr Wood supported the Armed Forces Day event but commented that people often ask if the Wartime Bridgend event is going to return. He was also concerned that Hut 9 and other local history groups had missed out.
- Members spoke of incorporating both the Armed Forces Day and Wartime Bridgend events onto one event.
- Cllr Spiller echoed that Wartime Bridgend was a fantastic event and with the Hut 9 Group on our doorstep, he enquired if Newbridge Fields could be an option to hold a larger event in 2025 to combine Armed Forces Day with the history of Hut 9 included. This could help in applying for the National AFD event in 2026.
- The Mayor highlighted that there is a large event planned in Bridgend for 2025 but could this be an opportunity for a past and present celebration in totality.
- The Community Engagement and Events Manager stated that, in her view, both events are separate, with different audiences, however she acknowledged that Newbridge Fields could accommodate a large event.
- Cllr Easterbrook highlighted that local residents loved the Wartime Bridgend event and suggested that the nostalgia and spirit of the 1930s/40, the re-enactment groups and music etc could be included in one event on Armed Forces Day to recognise the contribution that the Armed Forces have made in the past, as well as celebrating the current Armed Forces. It was noted that the word War doesn't need to be mentioned.
- Both the Town Clerk and the Deputy Town Clerk suggested that the Wartime event could be renamed.
- The Community Engagement and Events Manager noted that the two events involve dealing with different people/groups and expressed concern that this would create double the work.
- The Town Clerk suggested that the amalgamated event could start small and grow organically, and that the Council could seek temporary resource to assist with the organising of the event.
- Cllr Wathan commented as a veteran, that the Wartime event was wonderful, but the war ended over 75 years ago and there's not many people around who would remember it. He suggested that Council should look forward and celebrate what the Armed Forces are doing now.
- Cllr Wood disagreed with Cllr Wathan and noted that he would like events to be amalgamated. He felt that one event could accommodate both the past and present aspects and should not be two separate events.
- Cllr Unwin reminded Members of issues relating to events previously held on Newbridge Fields. He explained that The Bridgend Show was stopped because it caused issues with cutting up the fields, also car parking is difficult. He highlighted that the event should be held in the Town to benefit Traders etc.
- Cllr Blundell-Humphreys highlighted that additional staff support would be required if the Town were to host the National event.
- The Community Engagement and Events Manager advised that although additional staff support could be made available, she wasn't sure if the Ministry of Defence would give their support to a joint event. The Council would be able to apply for funding from the MOD for the National event, and advice would be sought from Mr John Harris the Military

Advisor in relation to this. She commented that the National event would be too large to be held in the Town.

- Cllr S Bletsoe suggested that for 2024, the Council could build on the 2023 event, in 2025 the priority would be the 600th anniversary of the Old Stone Bridge, and Council could consider amalgamating both events for 2026.
- The Mayor agreed, but highlighted that the Community Engagement and Events Manager needs time to plan the 2025 Old Stone Bridge event as it's a one in 600 year event.
- Cllr Williams' view as Chair of the Community Engagement & Wellbeing Committee was sought.
- Cllr Williams agreed with Cllr S Bletsoe. He noted that the Council must listen to the Community Engagement and Events Manager re: the amount of work involved in organising these events, although he would not be averse to inviting select groups for the Bridgend area, such as Hut 9, the Tommie's Re-enactment Group, Swansea and Porthcawl Museum to the next Armed Forces Day event.

RESOLVED: That Armed Forces Day is an annual event organised by Bridgend Town Council and that for 2024, local groups such as Hut 9, the Tommie's Re-enactment Group, Swansea and Porthcawl Museum are invited to take part to represent the historical aspect of local military.

11. Christmas 2023

1. To consider a recommendation from the Community Engagement and Wellbeing Committee that Bridgend Town Council arranges the Christmas Light Switch On Event and to note that the Town Clerk was instructed to request funding of £15,000 from BCBC towards a Christmas event in Bridgend Town Council.

- The Town Clerk advised that BCBC had refused the request for £15,000. They had indicated that a request for £5,000 like other Town & Community Councils would likely be approved. Members proposed that as Bridgend is the County Town, the Town Clerk should go back to BCBC with a request for £10,000, if this is refused, request £7,500 and if this is refused, request £5,000.

2. To discuss the Town Council arranging a Christmas Parade and agree funding for the Christmas Light Switch on and Christmas parade event.

- Cllr Williams suggested deferring this decision until a response is received from BCBC.
- The Town Clerk has liaised with the Community Engagement and Events Manager and some acts have already been booked up. She advised that the Council already has a budget of £10,000 set aside for this event.
- Cllr Williams queried if any funding could be moved from another budget.
- Cllr Unwin said it was too early in the financial year to move money.
- Cllr S Bletsoe proposed that the Community Engagement and Events Manager book acts up to £10,000 and then once BCBC has confirmed the level of funding that they approve, more events can be booked.
- Cllr Spiller mentioned that Snow globes can be hired and have proved popular elsewhere.
- Cllr Deere queried whether local businesses might be interested in sponsoring the event.
- Cllr Wood echoed Cllr Deere's suggestion about sponsorship.
- The Mayor agreed with Cllr Unwin that £15,000 is a significant sum of money for this event. Trying to find sponsors particularly in the first year is very time consuming. Members should accept the £15,000 budget for this year.
- The Community Engagement and Events Manager is currently looking at Choirs and Snow globes and has already been in touch with Bridge FM re: the Switch on.

- The Mayor noted that the weather may not be favourable, it could be raining and that a contingency plan is need. The Community Engagement and Events Manager confirmed that she had started looking into this.
- Cllr Williams suggested the Grinch and reminded Members that Elves had been popular in the past. Members noted that over 2,000 Elves would be required to beat the current world record and therefore felt it was time to move on from Elves.

RESOLVED: That Bridgend Town Council allocate £10,000 budget for the Christmas Light Switch On and Christmas parade event and also request funding of £10,000 towards the cost of the event from BCBC.

3. To consider Christmas Lighting for 2023 and decide if additional features should be purchased.

- Cllr Unwin explained that he had meet with the Facilities and Project Officer and identified that the lighting particularly in Adare Street needs an upgrade. The cost to purchase new lights would be £3,000.

RESOLVED: to purchase new Christmas lights particularly for Adare Street at a cost of £3,000.

- Cllr Spiller noted that many lighting companies have ‘buy one get one free’ offers in January and suggested that an item could be placed on the December or January meeting agenda to discuss future lighting requirements.
- Cllr Unwin confirmed that the lights being purchased are from refurbished stock.
- The Mayor agreed that it would be a good idea to discuss this matter in December to consider future requirements.

RESOLVED: to bring this matter back to Council for discussion at December’s meeting.

The Community Engagement & Events Manager left the meeting at this point.

12. Regeneration

1. To receive minutes of the Regeneration Committee meeting on 3rd July 2023

- The Deputy Clerk explained that there was no minute taker present during this meeting and apologised that she had not yet been able to prepare the minutes for consideration at the meeting.

RESOLVED: to defer the consideration of the minutes of the Regeneration Committee meeting on 3rd July 2023 to the September Town Council meeting.

13. Facilities

1. To consider draft minutes of Facilities Committee meeting held on 15th June 2023

- Cllr Unwin noted that on page 2, agenda item 8.1, the disabled toilet has still not been fixed and needs attention asap.
- Cllr Deere noted a fire evacuation drill is yet to be completed. The Deputy Town Clerk confirmed that a drill had been planned for this evening, but as the meeting was predicted to be a lengthy one with so many agenda items to discuss, it has been postponed and will take place at a future meeting.
- Cllr Wood noted that an updated Fire Risk assessment had been completed with the outcome being that the single fire door had resulted in reduced capacity in Carnegie House.

RESOLVED: To receive and note the minutes of the Facilities Committee Meeting held on 15th June 2023.

14. Town Hall

This agenda item was brought forward and discussed earlier in the meeting.

The Mayor highlighted the time and noted that agenda items 27 had been deferred from a previous meeting and needed to be considered.

RESOLVED: To bring forward confidential agenda items 27 and 26 for discussion.

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 26 & 27 as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

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RESOLVED: To permit Members of the public to re-join the meeting.

Resolutions made during the exclusion of the public are:

RESOLVED: To issue formal warning letters to both tenants of Great Western Allotment site to advise that the number of incidents over the years has resulted in a significant amount of time spent dealing with the issues and that this may constitute nuisance under their tenancy agreement.

RESOLVED: To receive and note the minutes of Personnel Committee meeting held on 7th July 2023

RESOLVED: To issue delegated authority for the Town Clerk to either extend the contract for the Temporary Democratic Services Officer, or to seek alternative resource.

RESOLVED: To readvertise the permanent post within the Community Engagement Team with the new title – Arts Programming and Projects Officer, for a 4-week period.

RESOLVED: To approach an employment agency to identify a temporary member of staff to support the Community Engagement & Events Manager until 31st December 2023.

15. To consider the adoption of a Local Resolution Policy (deferred from May meeting)

- The Town Clerk advised that the Council does not have a Local Resolution Policy in place.
- The Mayor proposed that this matter is deferred for discussion at September's meeting, but that it is placed early on in the agenda.

RESOLVED: To defer to the September Town Council meeting, but to place this item early on the agenda.

16. To consider a motion regarding the purchase of litter picking equipment from Cllr K Evans (deferred from previous meeting)

RESOLVED: To defer agenda item 16 to the September Town Council meeting as Cllr K Evans is not in attendance.

17. Consultations

1. Electoral arrangement review of all Town and Community Councils within Bridgend

- The Town Clerk confirmed the closing date for this consultation is the 30th September 2023.
- Cllr Unwin noted that this review is crucial to the future of Town and Community Councils in Bridgend.
- Cllr Unwin suggested that this matter is worthy of a special meeting for Members to discuss and suggested that a joint meeting could be held to discuss both the replacement boiler at the new Town Hall and this review of Town and Community Councils.
- Cllr S Bletsoe advised that he is the BCBC Councillor representative involved in this review.
- Cllr Spiller noted a personal interest as his BCBC ward is one that is up for discussion.

- The Mayor asked Members if they were content to have a joint meeting to discuss this matter alongside the meeting to discuss the boiler. Members agreed to this.

RESOLVED: To include this on the agenda for an extraordinary meeting along with the agenda item to discuss the boiler replacement at the Town Hall.

2. BCBC Dog Control Public Spaces Protection Orders

- Cllr Unwin noted that there had been no correspondence from BCBC or opportunity for discussion in relation to this matter until the consultation was received and commented on the short deadlines.
- The Town Clerk advised Members that when the invitation came in, it was placed on the agenda for the next available meeting and the deadline had now passed. This was noted by Council.

18. Correspondence:

1. Email from Rob Lester Re: Mental Health First Aid in Bridgend.

- Cllr S Bletsoe gave a view that although the Lads & Dads group is doing an amazing job, it is not something that the Town Council can get involved with.
- The Mayor suggested that the Town Council could help publicise on social media.
- Members discussed the importance of mental health support.
- Cllr Easterbrook noted that he'd recently visited Mental Health Matters and explained that they would be happy to talk to the Council about their services but can only become involved via a 3rd party referral.
- Cllr Spiller felt that it is important that the Council takes a pro-active approach and signposts residents to the support that is available.
- Cllr S Bletsoe proposed that information in relation to this item – 18.1 and to item 18.3 are placed on the Council's social media pages.
- The Mayor proposed monthly social media posts signposting residents to both these organisations along with others such as The Samaritans.
- Cllr Spiller felt that monthly posts are not sufficient and proposed posts should be weekly.
- Members discussed the matter in detail and noted that this is not a 'core' function of the Town Council.
- Members agreed to vote on whether social media posts should be weekly or monthly.
- Cllr Blundell-Humphreys noted that whatever the outcome of the vote, individual Councillors could share the posts on their individual social media accounts as often as they wished.
- The outcome of the vote regarding the frequency of social media posts to support mental health was:

In favour of weekly social media posts:	2
In favour of monthly social media posts:	8
Abstain:	2

RESOLVED: To share information from Mental Health charities/organisations on the Town Council social media pages on a monthly basis.

2. South Wales Police Environmental Visual Audit – Bowls Centre Car Park.

Noted

3. Email from Addiction Advocates re: Request to include information on BTC website.

See resolution from agenda item 18.1.

4. To receive an example of Good Practice from One Voice Wales – Pontypridd Council Forward Development Plan.

Cllr Unwin noted that he would like to update Members on his recent meeting with Pontypridd Town Council.

RESOLVED: To defer consideration of the example of Good Practice from One Voice Wales – Pontypridd Council Forward Development Plan until the September Town Council meeting.

5. To receive an email of thanks regarding the GWRSSC Defibrillator.

Noted

19. To discuss the carbon footprint and CO2 created by the processing of digital data (Cllr D Unwin)

RESOLVED: To defer the agenda item to discuss the carbon footprint and CO2 created by the processing of digital data (Cllr D Unwin) to the September Town Council meeting.

20. To discuss the concept of Bridgend becoming a 15-minute city (Cllr D Unwin)

RESOLVED: To defer the agenda item to discuss the concept of Bridgend becoming a 15-minute city (Cllr D Unwin) to the September Town Council meeting.

21. To discuss the decrease in the take up of large industrial space in Wales (Cllr D Unwin)

RESOLVED: To defer the agenda item to discuss the decrease in the take up of large industrial space in Wales (Cllr D Unwin) to the September Town Council meeting.

22. To consider an article about the Glamorgan Turnpike (Cllr D Unwin)

RESOLVED: To defer the agenda item to consider an article about the Glamorgan Turnpike (Cllr D Unwin) to the September Town Council meeting.

23. To consider an article about St John's House Trust purchasing the St John's House building (Cllr D Unwin)

RESOLVED: To defer the agenda item to consider an article about St John's House Trust purchasing the St John's House building (Cllr D Unwin) to the September Town Council meeting.

24. To consider an article about the loss of buses (Cllr D Unwin)

RESOLVED: To defer the agenda item to consider an article about the loss of buses (Cllr D Unwin) to the September Town Council meeting.

25. To consider Revised Model Standing Orders May 2023 provided by One Voice Wales

RESOLVED: To defer the agenda item to consider Revised Model Standing Orders May 2023 provided by One Voice Wales to the September Town Council meeting.

Meeting closed at 22.03pm

Signed

Date

Mayor