



MINUTES OF BRIDGEND TOWN COUNCIL MEETING

Meeting Details:

Date: Monday 12th December 2022

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 Tim Wood)

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

In Attendance:

Cllr Steven Bletsoe – In person

Cllr Nathan Deere – In Person

Cllr D Evans – In Person

Cllr Steven Easterbrook – Remote

Cllr C Webster – In Person

Cllr A Wathan – In Person

Cllr D Brown – In Person

Cllr Ann Lloyd – In Person

Cllr Freya Bletsoe – In Person

Cllr B Johnston - Remote

Cllr David Unwin – In Person

Cllr I Williams – In Person

Cllr A Fenton – Remote

1. To Receive Apologies for Absence

- Cllr A Morelli, Cllr I Spiller & Cllr M Blundell-Humphries
Cllr S Easterbrook was unable to hear the proceedings online and therefore gave apologies and left the meeting.

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

- Cllr T Wood made a declaration of personal interest as a Bridgend Town Trader in matters pertaining to Town Centre business, any discussions relating to BCBC as a BCBC Councillor and in agenda item 19
- Cllr F Bletsoe made a declaration of personal interest in any discussions relating to BCBC as a BCBC Councillor & motions
- Cllr S Bletsoe made a declaration of personal interest in any discussions relating to BCBC as a BCBC Councillor
- Cllr A Wathan made a declaration of personal interest in any discussions relating to BCBC as a BCBC Councillor

- Cllr D Unwin made a declaration of personal interest in any discussions relating to Merthyr Mawr Community Council and Brynteg School
- 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 A Felton made a declaration of personal interest in discussions relating to Agenda Item 12 because her husband works for Seren Books.

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 17th October 2022

RESOLVED: That the minutes of the Town Council Meeting held on 17th October 2022 be confirmed and signed.

5. To consider matters arising from the minutes of the Town Council Meeting held on 17th October 2022.

- There were no matters arising

6. To confirm and sign minutes of the Town Council Meeting held on Tuesday 22nd November 2022

RESOLVED: That the minutes of the Town Council Meeting held on Tuesday 22nd November 2022 be confirmed and signed.

7. To consider matters arising from minutes of the Town Council Meeting held on Tuesday 22nd November 2022

- Page 339 – Cllr F Bletsoe enquired if there was any update on the invitation to South Wales Police to attend a future BTC meeting. It was noted there was no further update on this.
- It was noted that an invitation is also extended to the Town Centre Manager and this will be progressed as soon as possible.

8. To note for information Mayoral Announcements and Engagements:

- 25th November - SAS Night with Welsh Guards at United Service Club, Bridgend
- 26th November – Christmas Lights Switch on in Bridgend Town Centre
- 2nd December - Friends of Tenovus Fund Raising Concert, St Mary's Nolton Church
- 4th December – Christmas Lights Switch On, Westward Community Centre, Cefn Glas
- 7th December - Welsh Guards AGM & Christmas Dinner, The Caeffatri Restaurant & Bar
- 10th December - Cor Bro Ogwr Concert, All Saints Church, Porthcawl
- 10th December – Bridgend Town Council Brass Band Bus
- Heronsbridge Carol Concert attended by Deputy Mayor

9. Planning

1. To fill one vacancy on the BTC Planning Committee

RESOLVED: That Cllr D Evans be elected to the Planning Committee for 2022/23

2. To receive draft minutes of the Planning Committee meeting held on 5th December 2022

- Chair of Planning Committee referred to application P/22/756/FUL regarding Bridgend Police Station in Cheapside and the development of the site for Bridgend College. He explained that the Planning Committee had agreed to submit a holding objection because the Council was awaiting a response regarding a public exhibition at Carnegie House.
- Chair of Planning Committee suggested that given an exhibition will not take place before the full planning application process, Bridgend Town Council may wish to consider submitting the comments already submitted to the agent as part of the pre-application process in response to this application. This was agreed by Members.

RESOLVED: That the comments already submitted to the agent as part of the pre-application process in response to the development of land at Bridgend Police Station & former Cheapside multi storey car park Cheapside Bridgend be submitted in response to planning application P/22/756/FUL.

- Chair of Planning Committee referred to application P/22/85/RLX regarding Coed Parc. He explained that the Planning Committee had agreed to submit a holding objection whilst they seek the views of local residents. Chair explained he had since spoken to residents and provided his view on the application, which was to submit no objection in principle, subject to a number of observations including references to bus routes and the impact on air quality.
- Cllr S Bletsoe declared an interest in this item as a BCBC Member and referred to an email sent by the BCBC Group Manager for Planning & Development Services and explained that residents in Phase 1 of the development have contacted BCBC Members about this application. He noted that a site meeting is planned for early January and that this is an extremely contentious issue. It was noted that he would feedback any further information through the Town Clerk and the Chair of Planning Committee.
- Cllr A Wathan highlighted that the Town Council would be supporting the application but with reservations. He noted that the proposed route for HGV lorries is a walking route for young families and therefore suggested that the Council should therefore submit an objection.
- Cllr F Bletsoe supported the comments from Cllr Wathan and commented that the Council cannot support with reservations and should object to this application.
- The Chair of Planning Committee, Cllr D Unwin, explained that the developer had recognised that the residents of Walters Road had concerns and suggested that this proposal was conciliatory. He acknowledged that the residents in Walters Road now appear to have a better deal, however the residents of Phase 1 of the development are not happy.
- Cllr S Bletsoe referred to condition 19 of the planning consent for this development in relation to an Access Plan. He explained that this plan should have been agreed before Phase 1 was built and therefore the development is in contravention of the planning approval. It was noted that the Phase 3 of the development is now ready.
- The Town Clerk highlighted the deadline for the submission of a comment on this application and asked Council to make a decision on whether to submit an objection or not. She explained that if Council submit an objection it will need to clarify the material considerations for an objection.
- Cllr S Bletsoe announced that he would abstain from the BTC decision on this application.

- Cllr F Bletsoe highlighted that the developer is in breach of a condition of the planning consent and proposed that Council submit an objection to this application for the reasons set out as concerns by Cllr D Unwin.
- Cllr A Wathan declared an interest in this item as a BCBC Member.

RESOLVED: That Bridgend Town Council does not support application P/22/85/RLX due to the access plan and submits an objection for the following reasons:

- a) The understanding of the current bus services within the area is flawed and there is too much emphasis placed on this aspect of provision for site workers.
- b) Attention to the listed building aspect on site requires regular attention by BCBC to ensure all aspects are being respected relating to the planning permission granted.
- c) Site information boards proposed for a prominent Park Street location must show precise details of contact to the developer in respect of any potential complaints.
- d) HGV deliveries via the Park Street entrance must not commence before 10am on any day due to current and regular congestion of this section of Park Street. Any extra vehicles waiting for a 9am entry would cause huge congestion at this peak period. By 10am, the flow of traffic could better cope with such vehicle movements.
- e) Concerns regarding air quality – How will such extra traffic movements impact air quality considering the problems already identified in this area?
- f) A vehicle booking system regime has been relaxed. There is still a major need for this to remain and it should be reinstated.
- g) Wheel washing is stated for the Park Street exit. Why is there none in place for the Walters Road exit? Any delivery vehicle on a building site will encounter mud so this should be considered for the Walters Road exit as well. There should be no relaxation on landscaping. There is no justified reason for any detrimental downgrade of this well-established environment.

Bridgend Town Council reserves the right to attend any site meeting that may be called and to attend any subsequent Development Control meeting and speak as may be appropriate.

- Cllr D Unwin referred to page 3 of the minutes in relation to a pre-planning application Consultation for the demolition of Sunnyside House and a proposed development of 65 one and two-bedroom apartments and associated works.
- The Chair advised that a public meeting had been held which he attended, along with other Councillors and residents. He explained that at the meeting, attendees viewed the plans and discussed the following points:
 - The over intensification of the area
 - The height of the development
 - Car Parking and lack of provision
 - Misleading reference to local bus services that are no longer running
 - Could have an impact on the fire station which is next door
 - The impact on local schools
 - No room for landscaping
 - Further impact on air quality
 - Section 106
 - The consideration of future generations
 - The inadequate entry point for traffic
- The Chair advised that a response is required by the 16th December 2022 and presented a proposed objection for Council consideration.

- Members agreed that they fully opposed this development and supported the response proposed by Cllr D Unwin.

RESOLVED: to provide the following comments in response to the pre-planning consultation for the redevelopment of Sunnyside House:

In principle, as the application stands, the Council fully opposes the submission for the following reasons:

- a) This proposed development is alongside a well-established street of dwellings which would be entirely overpowered and overshadowed by such a high storey development and therefore constitutes complete over intensification of the site.
- b) The height of the proposed development is totally out of keeping with surrounding and opposite commercial buildings.
- c) It totally overpowers the Fire Station alongside and could impact on the essential operations of this vital community service.
- d) Lack of major car parking on site for such a development is unacceptable. The developer is paying way too much attention to Welsh Government diktats on future car parking needs and nowhere near enough to the realities of everyday life; now and in the foreseeable future.
- e) The report contains wholly misleading statements about bus services on Angel Street. There are in fact none, so this aspect of public transport holds no credence.
- f) Impact on local schools has not been addressed. What Section 106 offers will be made?
- g) The development is close to the most polluted street, Park Street, in the BCBC area. How does such a development address these problems?
- h) What landscaping provision will be made to enhance the area? We see none that overwhelmingly improves the current area.
- i) This area of Bridgend Town is already under intense pressure from a major promised development on the other side of the road – currently a derelict site. How can this additional development be justified by the same developer?

RESOLVED: To receive and note the minutes of the Planning Committee Meeting held on 5th December 2022.

10. Regeneration

1. To receive draft minutes of the Regeneration Committee meeting held on 24th October 2022

- The Chair of Regeneration Committee, Cllr S Bletsoe, noted he would like to raise one issue with the Deputy Clerk and minute taker regarding these minutes.
- Cllr F Bletsoe declared a prejudicial interest in this agenda item and left the Chamber.
- Cllr S Bletsoe referred to page 2 of the minutes and in reference to wording regarding Cllr F Bletsoe leaving the Regeneration Committee meeting held on 14th June 2022, he stated that he believed he said that Cllr F Bletsoe had said 'I can't do this, I'm leaving' as opposed to that of the minutes which state "I'm sorry I can't do this" Cllr S Bletsoe requested that this is recorded in the minutes.
- The Deputy Clerk explained that the minutes reflected the notes taken by herself and the minute taker. She explained that the minutes of the Regeneration Committee meeting would be presented at the next Regeneration Committee meeting and if Cllr S Bletsoe's proposal to amend the minutes is seconded and approved at the meeting, the minutes can be changed.

- Cllr A Felton commented that she felt that the previous redaction of the minutes was problematic and had impacted 'tone and intent'. She expressed concern that the changes to the minutes could be construed as interfering with the minutes.
- Cllr S Bletsoe requested that his comments are recorded in the minutes.
- The Deputy Clerk enquired where Cllr S Bletsoe wanted his comments to be recorded.
- The Mayor was asked if he recalled what was said at the meeting. The Mayor, Cllr T Wood could not recall either way.
- Cllr S Bletsoe confirmed that he was happy for his comments to be recorded in the minutes of this full Council meeting and that he believed he had commented in the October Regeneration Committee meeting that Cllr F Bletsoe had said 'I can't do this I'm leaving'.
- It was agreed that the minute taker will check her notes.
- Cllr S Bletsoe presented the minutes of the Regeneration Committee meeting held on 24th October 2022 to Council for consideration.

RESOLVED: To receive and note the minutes of the Regeneration Committee meeting held on 24th October 2022

Cllr F Bletsoe returned to the meeting

2. To consider Regeneration Projects and agree budget required for 2023/24

- The Chair of Regeneration Committee explained why the meeting scheduled in November to discuss the budget had been cancelled.
- The Deputy Clerk explained that at the Regeneration Committee meeting in October, the committee had reviewed the expenditure to date and forecast spend to the end of the financial year.
- It was noted that it was the view of the committee to finish existing projects and continue with the Blue Plaque Scheme for 2023/24.
- £2,000 was proposed as a budget for Regeneration projects for 2023/24. This would cover £1,300 for three new blue plaques and a small budget for an event.
- Cllr S Bletsoe commented that next year's Blue Plaque Scheme could build on relationships with HMS Urge families.
- Cllr F Bletsoe added that Brian Lloyd, who was killed on a special operations mission operating from HMS Urge, was from Bridgend and had connections to Park Street and Merthyr Mawr Road. It was noted that he had won a school cup which is currently on loan from his nephew to the Town Council and is currently in the possession of the Mayor. It was proposed that a blue plaque for 2023/24 is dedicated to Brian Lloyd. This was seconded by The Mayor, Cllr T Wood.
- Cllr A Wathan suggested that the officer's rank and the HMS Urge crest should be included on the plaque. This was agreed by Members.

RESOLVED: To allocate £2,000 for Blue Plaques in 2023/24 and to dedicate a BTC Blue Plaque for 2023/24 to Sub-Lieutenant Brian Lloyd, a resident from Bridgend who lost his life on HMS Urge.

- The Deputy Clerk explained that the committee had also briefly discussed reinstating the business awards and a Mayors Award for 2023 however no budget had been discussed for this.

- Members considered a budget for tree planting and maintenance and Cllr D Unwin proposed a budget of £3,000, which was seconded by The Mayor.

RESOLVED: To allocate a budget of £3,000 for tree planting in 2023/24

- Cllr I Williams enquired where the trees would be planted. No decision was made regarding locations.
- Members discussed an HMS Urge information panel. It was suggested that the Council should start the planning process for an HMS Urge information panel and if planning permission is granted, budget could be allocated from the contingency fund for this project or budget could be allocated in 2024/25.

RESOLVED: To defer a project to develop an information panel for HMS Urge to the Regeneration Committee without a budget, to be considered at a later date.

- Cllr D Unwin proposed that the Tourism & Signage budget should be nil for the next financial year and suggested that BCBC Members could take this work forward.

11. Community Engagement & Well-being Committee

1. To receive draft minutes of the Community Engagement & Well-being Committee meeting held on 17th November 2022

- Chair of Community Engagement & Well-being Committee, Cllr I Williams, presented the minutes to Council.
- Cllr S Bletsoe referred to page 4 of the minutes and commented that the Town Council should be very proud of the Brass Band Bus.
- Deputy Clerk informed members that there had been a Facebook comment saying that Santa and the Car in Wildmill was disappointing as the car went past quite quickly. The Acting Community Engagement Manager said that this comment had been taken on board and this would need to be reviewed for next year.

RESOLVED: Community Engagement and Wellbeing Committee to consider alternative provision for the Christmas event in Wildmill for 2023.

- Members considered if the Council should make plans for an event to mark the King's coronation. It was proposed that the Council should establish what other Town and Community Councils are doing and to discuss this in early 2023.

RESOLVED: To include agenda items to discuss the King's coronation at the January 2023 Town Council meeting.

- Cllr A Wathan explained that he was assisting the BCBC Armed Forces Champion in discussions to celebrate Armed Forces Day 2023 in conjunction with Bridgend Town Council and referred to the Rhondda Armed Forces Day brochure.
- Cllr T Wood added that at a dinner he had attended with the Welsh Guards, members of this organisation had expressed views in favour of a parade. He explained that the Ogmere branch are one of the biggest branches and he referred to the Army Benevolent Fund.
- Cllr I Williams noted that Hugh James Solicitors had expressed an interest in providing sponsorship for the Wartime Bridgend event and therefore may be interested in supporting an Armed Forces Day event.

- The Deputy Clerk advised that Armed Forces Day is on Saturday 24th June 2023. She explained that it would be difficult to amalgamate a parade through the town on the same day as the Wartime Bridgend event due to the logistics of the stalls etc. It was also noted that the Council would need to consider the availability of the military groups to participate in a parade.
- Members were asked to consider the timings and resource required to plan a Wartime Bridgend event and an Armed Forces Day parade.
- It was noted that a budget had not been allocated for an Armed Forces Day parade and that the Remembrance parade cost approximately £4,000.
- It was suggested that the event could be organised as a joint project with BCBC. The Deputy Clerk highlighted that one organisation would need to take responsibility from an insurance and health and safety perspective.
- Cllr I Williams suggested that the Council contact Hugh James Solicitors about sponsorship or a donation to both the Wartime Bridgend event and Armed Forces Day parade, prior to the January Town Council meeting.

RESOLVED: To include an agenda item to discuss Armed Forces Day at the January 2023 Town Council meeting.

*The Mayor announced a short recess at 8pm
Cllr B Johnston left the meeting at 8pm
The meeting resumed at 8.15pm*

12. To consider use of Carnegie House in 2023 and beyond:

- 1. Letter from Bridgend History Society regarding a project called “Bridgend Through Time”**
 - The Town Clerk referred to the letter and suggested that a Working Group and a member of staff could arrange to meet with a representative from the History Society to seek further information.
 - Cllr Unwin highlighted that the Bridgend Standing Stone should be a starting point for a history project. He explained that the Standing Stone is older than the Old Stone Bridge.
 - Members spoke of the need to clarify which rooms would be required and the time and frequency of the events.
 - Cllr F Bletsoe proposed a letter is sent to the Bridgend History Society to seek clarity and bring further information back to Council.
 - The Acting Community Engagement & Events Manager added that she would also need to enquire what facilities they would require in terms of access to laptops etc.
 - Cllr N Deere highlighted that the capacity for building has been reduced to 50 people.

RESOLVED: Cllr C Webster, Cllr M Blundell- Humphries and the Acting Community Engagement & Events Manager meet with Bridgend History Society to seek further information regarding this letter and report back to Council.

- 2. Letter from Seren Books regarding Carnegie House being used as an anchor institute for the National Poetry Library of Wales**

- Cllr A Felton declared a personal interest in this agenda item and explained that she could help seek further information regarding this request if needed.
- Members highlighted that the Council would need to be aware of the finer details of the request such as how would it be staffed and when it would be open to the public.

- Cllr F Bletsoe highlighted that the building is no longer a library and queried how it would work.

RESOLVED: Cllr A Felton and the Acting Community Engagement & Events Manager to meet with Seren Books to seek further information regarding using Carnegie House as an anchor institute for the National Poetry Library of Wales and to report back to Council.

3. Report on Heritage Space Development at Carnegie House

- Town Clerk referred to a previous decision by the Town Council to develop a flexible Heritage Space at Carnegie House. She presented a report on the feasibility of this project and explained that if the Town Council would like to use Carnegie House as a local heritage space, the first phase of the project would be to produce a project plan which could include consideration of the following:
 - What type of heritage space does the Council want to create
 - What areas of Carnegie House will be used
 - How will the space be used
 - How often will the heritage space be open to the public
 - How this could work with the current use as an Art & Culture space
 - What capital works will be required
 - What equipment will be required
 - How could the project be funded
 - How the heritage space could be resourced
- The Clerk reported that there are a number of options for funding that can be explored, including the National Lottery Heritage Fund and The Architectural Heritage Fund (AHF). She advised that she had liaised with the BCBC Conservation Team and they would be able to facilitate a meeting with their contact at the AHF however a project proposal would be required in order to make a grant application.
- The Town Clerk explained that the Town Council could consider appointing a Heritage Interpretation Consultant to research, design, and oversee the implementation of a compelling and interactive heritage project for Carnegie House from initial project development and grant application, through to the delivery phase, pending funding.
- The Town Clerk explained that the project brief could be to interpret the town's history in a vibrant, interactive, inclusive and engaging way and develop a plan for a Heritage Space at Carnegie House. She noted that the proposals would need to be developed into a fully costed plan and provided a list of Heritage Space development consultants for consideration by Council.
- Cllr A Wathan suggested that the Council should consider this for next financial year.
- Cllr Unwin noted that no budget had been allocated for this in the draft budget for 2023-24 but suggested that some of the companies provided in the report could be contacted to establish estimated costs.
- Cllr F Bletsoe commented that she was mindful that the Council have lots going on with the damp situation and the Town Hall and therefore suggested that this is an agenda item for consideration next year.
- Members agreed not to allocate a budget towards this project in 2023-24.

RESOLVED: To note the report and defer consideration of a heritage space at Carnegie House for another year.

4. To consider any additional budgetary requirements in respect of the use of Carnegie House in 2023 and beyond that has not been discussed at the Community Engagement & Well-being Committee meeting

RESOLVED: No additional budget for the use of Carnegie House in 2023 and beyond is required for financial year 2023-24.

13. Facilities

1. To receive draft minutes of the Facilities Committee meeting held on 24th November 2022

- Cllr A Wathan presented the minutes of the Facilities Committee meeting held on 24th November 2022 to Council.
- Cllr F Bletsoe enquired if the floral displays are temporary displays or permanent displays.
- It was confirmed that the displays are temporary seasonal displays in flower towers and the Town Council will not be arranging hanging baskets in the future.
- Cllr F Bletsoe enquired if a flower tower could be placed in an area outside the Coity Castle pub in future. This was agreed by Members.

RESOLVED: To investigate the possibility of locating a BTC flower tower in the area outside the Coity Castle pub.

- The Chair of Facilities Committee referred to issues at the Great Western Avenue Allotment Site and proposed that the Council discuss the next matter in confidence.

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 16 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.

RESOLVED: To seek advice regarding the outsourcing of the Town Council allotments.

14. Town Hall Project

1. To receive Town Hall Refurbishment Project update and discuss next steps

- The Town Clerk presented a report regarding the Town Hall Refurbishment Project and referred to an email sent to Members regarding the Isolation Switch to be installed at the Town Hall. The latest progress was briefed as follows:
 - It was noted that the installation of the Isolation Switch would begin on 8th December and that power will be reconnected before the Christmas break.
 - The Town Clerk advised that there has been a gas leak at the property and she is awaiting a report regarding the repairs required and associated costs.
 - The gas has been temporarily switched off and the radiators have been drained.
 - The contractor is making enquiries about whether a generator is required to ensure there is frost protection for the heating/pipes.

- Tents from the area where the rough sleepers set up a camp have gone. The area needs to be cleared of rubbish (including sharps) and the Heras fencing will be moved to the perimeter of the land to prevent people accessing the site through the bushes.
- The Clerk provided quotes for the rubbish clearance. Members appointed a contractor and delegated this to the Clerk to arrange prior to Christmas.
- The Clerk provided an update on boulders to prevent the campsite being re-established. Members agreed that these were required before Christmas if possible and delegated authority to the Clerk to make the necessary arrangements.
- The door access/fob system has been reviewed, amended and agreed. The door to the Maintenance Depot needs a different type of access system which is required for Health & Safety purposes. Members considered Variation Item 6 – Maintenance Doors at a cost of £1,565.67. This was agreed by Council.
- The Fire Panel is very old, is out of service and needs to be replaced. In consultation with the Chair of Finance Committee, Chair of Facilities Committee and Facilities Manager it has been agreed that the replacement is progressed in order to avoid further issues and delays. The new alarm panel will work with the existing smoke detectors and alarm system installed throughout the building. Members were asked to consider Variation Item 21 at a cost of £1,273.44. This was agreed by Council.
- The commissioning of all electrical equipment will be completed by 16th January 2023.
- Carpets and flooring will be laid from 16th – 20th January.
- A leak in the roof above the Council Chamber must be repaired prior to the carpet being fitted. The Facilities Manager will contact the company that have been appointed to repair the damage to the roof that was caused prior to the refurbishment works, to enquire if they can also repair the new leak. If this company is unavailable before 16th January, the contractor for the Town Hall refurbishment can provide a quote. Members agreed to delegate authority to the Clerk in liaison with the Chair of Finance Committee and Chair of Facilities Committee to arrange the roof repair as soon as possible.
- The Clerk explained that the new staff entrance at the rear of the building does not have access control. She explained that this posed a security and fire safety issue in relation to access. Members reviewed and discussed a quote for the installation of access control and emergency release for this door however it was agreed that it would be more cost effective to have a thumb screw for this door. The Clerk was asked to enquire if this proposal would meet fire regulations and if so, seek a quote for the installation of a thumb screw for this doorway.
- The contractor has been requested to provide a quote for the relocation of the Mayoral Board from Carnegie House and installation at the Town Hall.
- All final decorating works, snag list works and cleaning will be undertaken between 23rd January – 4th February.
- The building will be ready to hand back to BTC on Monday 6th February 2023.
- The Council was requested to review variation quotes that had been circulated to Members

RESOLVED: To note the report from the Clerk regarding the Town Hall refurbishment project, delegate authority for time sensitive matters and approve the quotes for the additional access control for the maintenance depot doors at a cost of £1,565.67 and a replacement fire panel at a cost of £1,273.44.

15. Personnel (In Confidence)

- 1. To consider draft minutes of the Extraordinary Personnel Committee meeting held on 28th October 2022**
- 2. To consider draft minutes of the Personnel Committee meeting held on 18th November 2022**

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

IN CONFIDENCE

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

RESOLVED: To note the draft minutes of the Extraordinary Personnel Committee meeting held on 28th October 2022.

RESOLVED: To note the draft minutes Personnel Committee meeting held on 18th November 2022.

Cllr D Unwin referred to the time in relation to the remaining agenda items and proposed that agenda items 16, 17, 19, 20, 21, 22 & 23 are deferred to the Town Council meeting in January 2023.

16. To discuss a motion submitted by The Mayor, Cllr T Wood:

‘To discuss purchasing BTC ties and scarfs for councillors’

- Cllr S Bletsoe suggested that the Town Council grant authority for Councillors to purchase these at their own cost with use of the BTC logo.
- Cllr Unwin’s proposal to defer agenda items was agreed by Members.

RESOLVED: To defer agenda item 16 to be considered at the Town Council meeting in January 2023.

17. To discuss a motion submitted by The Mayor, Cllr T Wood:

‘To consider how Bridgend Town Council can replicate the Maesteg Christmas parade for next year’

RESOLVED: To defer agenda item 17 to be considered at the Town Council meeting in January 2023.

18. Finance

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

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

2. To receive draft minutes of the Finance Committee meeting held on 6th December 2022

RESOLVED: To receive and note the minutes of the Finance Committee meeting held on the 6th December 2022.

3. To consider the general reserves forecast for the year ending 31st March 2023

RESOLVED: To receive and note the general reserves forecast for the year ending 31st March 2023.

4. To consider a draft budget, general reserves allocation and precept recommendation for 2023/24

- The Chair of Finance Committee explained that each committee had reviewed its budgets and proposed a draft budget for 2023/24. The draft budget had then been prepared based on these discussions and had been thoroughly reviewed by the Finance Committee.
- It was noted that the Finance Committee propose a nil increase in the precept for 2023/24 by using general reserves to offset the budget. This would leave the reserves figure at approximately two months of expenditure.
- Cllr S Bletsoe thanked the Finance Committee, Cllr D Unwin and the staff for their work and fully supported the draft budget. This was also supported by Cllr I Williams.

- The Mayor sought the views of Members and confirmed that the Council unanimously approve the draft budget and use general reserves to offset the budget not to increase the Bridgend Town Council precept for 2023/24.

RESOLVED: To approve a total budget of £ £830,120.74 for Bridgend Town Council for financial year 2023/24 and to offset forecast income of £14, 757.36 and general reserves of £177,383.75 to keep the precept at £637,979.63 which is a 0% increase for 2023/24.

19. To receive a report from BCBC to the Town & Community Council Forum regarding a Community Governance Review

RESOLVED: To defer agenda item 19 to the Town Council meeting in January 2023.

**20. To discuss a motion submitted by The Mayor, Cllr T Wood:
'To consider how the Remembrance Poppy wreaths can be recycled'**

RESOLVED: To defer agenda item 20 to the Town Council meeting in January 2023.

**21. To discuss a motion submitted by The Mayor, Cllr T Wood:
'To consider additional BTC Facebook posts'**

RESOLVED: To defer agenda item 21 to the Town Council meeting in January 2023.

**22. To discuss a motion submitted by Cllr D Unwin:
'To consider the weekly news items issued by BCBC Media Office and to establish ways in which they can be curtailed and be more relevant to the true situations and foundations of making claims put into the public domain'**

RESOLVED: To defer agenda item 22 to the Town Council meeting in January 2023.

**23. To discuss a motion submitted by Cllr D Unwin:
'To consider ways in which BCBC Officers can be made to understand that giving Town & Community Councils a matter of a few days notice of consultation exercises is no way to exercise democracy. Six weeks must be a minimum period'**

RESOLVED: To defer agenda item 23 to the Town Council meeting in January 2023.

Meeting closed at 9.36 pm.

Signed

Date

Mayor