



MINUTES OF BRIDGEND TOWN COUNCIL MEETING
Monday 16th April 2018 at 7:00pm at Carnegie House Council Chamber

Present:	Cllr. Stuart Baldwin (Mayor) Cllr. Steven Bletsoe Cllr. Nicole Burnett Cllr. Stuart Charles Cllr. Isabel Robson Cllr. David Unwin	Cllr. Matthew Voisey Cllr. Lyn Walters Cllr. Alan Wathan Cllr. Carolyn Webster Cllr. Tim Wood
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1. To receive apologies for absence:

Apologies were received from: Cllr. Freya Bletsoe, Cllr. Kate Boucher, Cllr. Ceri Evans,
 Cllr. Angela Morelli, Cllr. Paul Warren

Absent: Cllr. Rebecca Porter, Cllr. Gary Sassoon-Hales

2. To receive Members' Declarations of Interest in respect of the business to be transacted:

3. To Confirm and Sign Minutes of Town Council Meeting held on 19th March 2018.

Resolved: To confirm and sign the minutes of the Town Council Meeting held on 19th March 2018 as a true and accurate record.

4. To Consider Matters Arising from the Town Council Meeting held on 16th April 2018

- There were no matters arising.

5. To Confirm and Sign Minutes of Extra Ordinary Town Council Meeting held on Extra 26th March 2018

Resolved: To confirm and sign the minutes of the Extra Ordinary Town Council Meeting held on 26th March 2018 as a true and accurate record.

2. To Consider Matters Arising from the Extra Ordinary Town Council Meeting held on Extra 26th March 2018

- There were no matters arising.

1. To note for information Mayoral Announcements and Engagements:

Mayor noted that it was his last full Town Council meeting as Mayor and thanked members for their support during his term as Mayor. Members were invited to join him for refreshments after the meeting at the Wyndham Arms Hotel.

Mayor's Engagements:

- Friday 16th March – Town Twining French exchange visit
- Saturday 17th March - Presentation to Mr D Dobbs, Bridgend resident
- Saturday 31st March 2018 – Carnegie House, Mad Hatters event
- Saturday 7th April 2018 BTC Beacon lighting event, Newcastle Hill
- Saturday 14th April – Cookery with Saverio

Deputy Mayor's Engagements:

- Saturday 7th April 2018 BTC Beacon lighting event, Newcastle Hill

1. To Receive Town Clerks Report for February

Town Clerk presented a report detailing the projects and services delivered by Bridgend Town Council from 20th March – 16th April 2018.

Town Centre

Town Clerk advised Members of damage caused to an oak planter and flowers outside Carnegie House on the evening of 7th April 2018 and explained that the incident had been reported to the police. She added that damage was also caused to another other planter on the evening of Saturday 14th April.

Members were advised that the programme of gum removal in the Town Centre had been delayed due to a fault in the machine. She explained that the machine was currently being repaired and that work will recommence shortly.

Carnegie House

Town Clerk highlighted that the Awen Culture Trust contract to manage a programme of events at Carnegie House ended on 31st March 2018. The programming and management of Carnegie House is now carried out in-house and a new programme of events and workshops at Carnegie House Arts Centre was launched on 31st March 2018. The programme is part funded by Bridgend Town Council and has received grant funding from the Arts Council Wales via the 'New Roots' Project.

Members were informed that the first event in the programme was 'The Mad Hatters Tea Party' which took place on Easter weekend. This was a free event and included a variety of craft making activities and entertainment for the general public. The event was very successful and attracted over 700 people. Following on from the success of this event, a series of community workshops have been launched. These include Krafty Kids, Prop Shop, Circus Skills and Samba workshops. Full details are available in the new brochure and on the Carnegie House website. Other events this month have included 'An evening with Terry Walton' and 'Italian Cookery with Saverio' both were well attended and proved to be highly successful.

The new brochure has now been widely distributed and thanks was extended to Cllr David Unwin for once again distributing the brochures on behalf of the Council.

- Cllr I Robson commented as Chair of the Carnegie House Board and thanked staff for all their work in relation to the new arts centre programme. She noted that it had been a pleasure to Chair the Carnegie House Board over the past year.

Personnel

Town Clerk explained that the positions of Facilities Manager and Democratic Services Officer have now been filled and the successful candidates start at the beginning of May. Plans to relocate the office are on-going and it is hoped that the building work will start next month. The additional post of Community Engagement & Events Manager will be advertised later this week.

WWI Centenary Commemorations - Lighting of the Beacon

A service to mark the 100th anniversary of the Royal Air Force was held at the War Memorial in Bridgend Town Centre on Saturday 7th April. This was followed by a service at the United Church and the lighting of the Beacon Brazier on Newcastle Hill at 7.15pm

The beacon lighting event was carried out safely and thanks were extended to the Senior BTC Outworker, Mr Paul Davies, Fire Fighters from Bridgend Fire Station, Mr John Harris (Chair of Bridgend Branch RBL) and Rev Rachel Wheeler for their help and support with this event.

Town Twinning

Town Clerk reminded members of an upcoming visit of students from Villenave d'Ornon as part of a school exchange visit on Tuesday 17th April 2018. All Councillors were invited to meet with the group at Carnegie House at 12 Noon.

Town Clerk added that a small delegation of visitors from Hechtel-Eksel in Belgium are visiting Bridgend from 27th – 30th April. Councillors were invited to meet with the delegation and members of the Town Twinning Association for a reception at the Heronston Hotel Saturday 28th April 2018. Councillors were asked to confirm with the Clerk if they wished to attend.

Allotments

Members were advised that the Annual tenancy agreements and rental invoices had been sent out at the end March and allotment rent has been collected during the month. It was noted that this is a very busy time of the year for officers as most tenants chose to pay in person at the office.

Cllr C Webster suggested that allotment holders should be encouraged to set-up a standing order to make the annual rent payment. Deputy Clerk/RFO to investigate online payments.

Town Clerk provided an update regarding matters in relation to the Jubilee Road Allotment site.

Finance

Members were advised that the Notice of the Annual Audit for the year ending 31 March 2018 has been received from the external auditor. The Deputy Town Clerk & RFO will prepare the year end reports and annual governance statement for Bridgend Town Council and will put it forward for approval at full Town Council in June in accordance with the dates set-out within the notice.

Footfall Cameras

Town Clerk explained that she had enquired about the missing footfall data from cameras on Nolton Street in the February report and advised that the response from BCBC was that the contract for the Nolton street camera came to an end recently. The cameras had been erected as part of a grant requirement while convergence works were on going, and for a period following the works, which has now expired.

Cllr S Bletsoe highlighted that in the past when BCBC have moved CCTV cameras, they have not updated the matrix therefore the data is skewed. He suggested that if these cameras have been removed and the matrix has not been updated, the data and percentages shown in future footfall reports will be incorrect. Town Clerk was requested to follow up with BCBC.

2. To Consider the draft minutes of the Planning Committee Meeting of 11th April 2018

- Cllr C Webster, Cllr N Burnett and Cllr M Voisey left the room.
- Chair of Planning Committee highlighted that the decision regarding an application to site a taxi office in a car park on Nolton Street was now 6 weeks over due and suggested that Members would now need to make a decision.
- Chair of Planning Committee advised members that a BTC application for the Heritage Walkway in Bridgend Town Centre had been refused and expressed frustration that it appeared that the

view of one BCBC officer had influenced the decision. He explained that although the Heritage Lottery Grant expires on 31st December 2018, the Heritage Walkway Project Manager role ends at the end of April 2018. He suggested 3 options to take the project forward:

- 1) Lodge an appeal with the Welsh Office Inspectorate and use a specialist planning consultant to manage the appeal process
 - 2) Consider revised designs for the information panels and try to find a middle ground with BCBC
 - 3) End the project and give the funding back to the Heritage Lottery
- Chair of Planning stated that if Council opt for option 2 there is a risk that the Council would end up with a diluted design that would reduce the impact of the project. An alternative design was circulated to members for their consideration. Members discussed the revised design and did not wish to take this design forward.
 - Chair of Planning Committee thanked the Mayor for support for this project and asked members to decide which option to take forward.
 - Cllr S Bletsoe supported option 1.
 - Mayor asked members if they would agree to permit a member of the public to speak in this matter. There was no objection.
 - Mr Bob Burns, Chair of the Civic Trust, advised Council to exercise care when considering an appeal regarding the planning decision. He explained that the appeal process can take a long time and the expertise of a Town Planner is likely to be required. He suggested that specialist advise should be sought before lodging an appeal and also suggested a fourth option that could be to lodge an appeal but to also enter further communications with BCBC to find out if a compromise could be reached.
 - Chair of Planning Committee recommended that the Council chose option 1 and go straight to appeal.
 - Mayor suggested a vote should take place:

Those in favour of option 1	Five
Those in favour of option 1 & 2 combined	Two
Those in favour of option 3	None

- The Mayor abstained from voting and concluded that there was a majority in favour of option 1.

RESOLVED: To lodge an appeal with the Welsh Office Inspectorate and use a specialist planning consultant to manage the appeal process.

RESOLVED: To accept the minutes of the Planning Committee Meeting of 11th April 2018

- Cllr C Webster, Cllr N Burnett and Cllr M Voisey re-joined the meeting.
- Mayor advised the Councillors re-joining the meeting of the outcome of the agenda item.

3. To Consider the draft minutes of the Regeneration Committee Meeting of 11th April 2018

- Chair of the Regeneration Committee availed members of a site visit with Danfo and referred members to the minutes of the meeting. He explained that 5 potential locations had been identified during the visit and added that the Committee is now seeking approval from full Town Council to approach BCBC with a proposal to provide new toilet facilities in Bridgend Town Centre at 5 potential locations and request detailed plans for access to electricity, water and sewer systems in these locations.

- Cllr D Unwin referred to page 1 of the minutes of the Regeneration Committee meeting and stated that the wording should be amended from bus stop to bus shelter. He added that there is no need to write to BCBC and provided Members with an update in relation to the bus shelter.
- Cllr I Robson enquired about the reference to a consultation to make other toilets in the Town Centre chargeable. It was confirmed that due to the close proximity of the bus station toilets to a proposed new facility in York Place, the bus station toilets would need to be made chargeable facilities.
- Cllr C Webster expressed concern that a private company would be dictating to BCBC regarding making its public toilets chargeable.
- Members discussed the current provision of public toilets by the local authority and the BCBC consultation regarding toilets and budget cuts.
- Cllr M Voisey enquired about the potential cost of the new toilet facilities.
- Mayor explained that the exact capital costs of the project would be subject to further research and analysis.
- Cllr S Bletsoe and the Town Clerk clarified that Danfo could take all the financial risk, subject to a detailed feasibility study.
- Members discussed the use of radar keys.
- Cllr S Bletsoe clarified that Danfo could also undertake the cleaning and maintenance of the new facilities and explained that the next stage would be to approach BCBC regarding the use of land for this scheme.

RESOLVED: To approve the request from the Regeneration Committee and instruct the Town Clerk to approach BCBC with a proposal to provide new toilet facilities in Bridgend Town Centre at 5 potential locations and request detailed plans for access to electricity, water and sewer systems in these locations.

- Chair of Regeneration Committee explained the details involved in the proposed Town Council Business Awards.

RESOLVED: To launch the Bridgend Town Council Business Awards Scheme at the Bridgend Town Awareness Day on 28th April 2018, that the deadline for receipt of nominations for the scheme will be 28th February 2019, that a judging panel should be set-up to evaluate the nominations and that awards will be presented to the winners on the night of the full Town Council meeting in April 2019.

- Chair of Regeneration Committee explained a proposal to present a Town Council plaque to Brynteg School in recognition that it is the best rugby school in the history of Welsh rugby.

RESOLVED: To approve the request from the Regeneration Committee to write to Brynteg School to request that a BTC plaque is presented to the school in recognition of their achievements in the sport of rugby and that the plaque is presented by the Town Mayor.

- Member highlighted that BTC should not lose sight of the proposed mural in Bridgend Town Centre.
- Chair of Regeneration Committee explained the background to a tourism initiative that had been started by the previous Council and highlighted that BTC could work with surrounding community councils on this project. He suggested that a working group is established to adopt the progress made by the previous Town Council and to work collaboratively with neighbouring Community Councils, CADW, Visit Wales and BCBC to progress tourism initiatives in the Bridgend area.
- Mayor suggested that this could item be raised at the Town and Community Council forum.

RESOLVED: Town Clerk to request that this is an item for discussion at the next Town and Community Council forum meeting.

RESOLVED: Town Clerk to write to the surrounding community councils of Laleston, Coity and Merthyr Mawr regarding the proposed Tourism Project.

4. Finance:

a) To receive a balance of accounts as at 16th April 2018 and approve Payments of Expenditure

RESOLVED: Accounts paid, read and approved by Members.

5. To discuss the outcome of the Community Clean-Up event in Wildmill in February 2018 and discuss plans for future Skip Schemes and Clean-Up events

- Cllr N Burnett provided an overview of the Community Clean-Up event in Wildmill in February 2018. She explained that she and the Mayor had attended the event and had been supported by the BTC Outdoor team, the new Kier Manager, the Valleys to Coast caretaker and an education officer from BCBC. She added that in addition to the two skips provided by BTC, Kier had also provided a 7.5 tonne caged lorry to remove bulky waste. Cllr N Burnett also paid credit to a member of the public who had cleaned the area in front of the Wildmill Community Centre during the Clean-Up event.
- Mayor stated that the event had been a success and Council now need to decide the way forward for Community Clean-Up events within the wards.
- Cllr C Webster enquired whether the event had improved the waste situation in the area.
- Cllr N Burnett acknowledged that the waste issue in Wildmill is an on-going problem and stated that more must be done to encourage community recycling initiatives. She suggested working with the charity Emmaus to promote their services to recycle old furniture and house hold items.
- A discussion took place regarding moving the Community Clean-Up event to other areas within the three wards.
- Cllr S Bletsoe acknowledged that although the skips served a purpose at the time, it is not the long term answer to the problems with waste in Wildmill. He highlighted that the problems have been brought about by the introduction of the 2 bag rule and suggested that people from other areas are putting their bags in their car and driving to Wildmill to dump them in communal waste areas.
- Mayor stated that the Community Clean-Up event only tackled bulky waste and that element had been a success. He asked members to consider whether the event should be repeated and what areas it should be held in next.
- Cllr D Unwin spoke of the history of the BTC skip scheme and the issues caused by the 2 bag rule. He questioned whether there was a problem with waste in other areas within the BTC wards. He suggested that BTC should assist where possible but should not substitute the service provided by Kier.
- Cllr L Walters supported the provision of community skips for bulky waste in deprived areas but not for the removal of blue bag rubbish.
- Cllr C Webster suggested that there are areas within the Newcastle ward that would benefit from community skips and also supported the provision of skips in other areas where there is a need for this service.
- Mayor proposed a schedule for the Community Clean-Up scheme for the coming months:
 - End of May: Morfa/Oldcastle interfiled at Penybont School
 - June: Maes Y Felin, Wildmill
 - July: Newcastle ward (Newcastle ward members to identify exact location).
- There was no objection to this proposed schedule from Members.
- It was suggested that the new BTC Facilities Manger could co-ordinate this project and issue a press release and marketing materials to promote the scheme during May 2018.

- Cllr S Bletsoe advised members that a public meeting had been called on Friday 20th April to discuss waste issues in Wildmill.

6. To consider the purchase of additional litter bins for the area near the A48 in Newbridge Fields (Cllr P Warren)

- Town Clerk explained that Cllr Warren had been made aware that there are no litter bins at the A48 end of Newbridge Fields and that litter is a problem when the sports clubs use it for training. She explained that Cllr Warren would like Members to consider the purchase of litter bins for this area.
- Cllr D Unwin explained that the area is not accessible to vehicles and therefore it is difficult to empty bins in this location. He added that he had visited the area on many occasions and does not recognise this problem. He highlighted that approval is also required from the BCBC Parks Department to install bins in Newbridge Fields.
- Cllr L Walters suggested that BTC contact BCBC to enquire whether they would be prepared to add a new bin collection in this area to their regular collections.

RESOLVED: Town Clerk to write to BCBC to enquire whether they could add a new bin collection at the bottom of Newbridge Fields to their scheduled collections and to monitor the rubbish situation in this area.

7. To discuss a BCBC decision to pay £1.7m towards their contribution to the Cardiff City Deal and seek full clarification on the matter in relation to funding available towards projects with direct benefit to Bridgend Town (Cllr S Bletsoe)

- Mayor stated that he would not allocate much time for discussion on this agenda item as the deal had already been agreed and it was a BCBC matter.
- Cllr S Bletsoe advised that the matter was included on the agenda before additional information was available via the press. He disagreed with the Mayor that the matter should not be discussed by Bridgend Town Council and noted that BTC have a responsibility to local residents to consider matters that have an impact upon them. He expressed frustration that £1.7 million had been allocated to the City Deal when BCBC claim they do not have the budget to fund depedestrianisation.
- Mayor explained that the decision had been taken by BCBC and as a Town Council, members have no control over that decision.
- Cllr S Bletsoe stated that he had liaised with the Town Clerk regarding the wording of the agenda item.
- Cllr S Bletsoe stated that in his opinion Councillors have a responsibility to local residents to scrutinise the decision. Members disagreed on this matter.
- A heated discussion took place amongst members about the Cardiff City Deal. Members highlighted some of the potential benefits for residents in the area and suggested it was a positive development for the future of the region.

8. To receive advice from SLCC and One Voice Wales regarding the powers of a Town Council to determine the appointment of Members to its committees (Mayor)

- Mayor provided an update regarding advice received from One Voice Wales solicitors and explained that Councils do have the power to determine its committees and remove councillors from those committees.

9. To consider rescheduling the date of the Allotment Committee meeting from Monday 30th April to Wednesday 2nd May to enable the Town Clerk and Deputy Town Clerk to attend a training course regarding Town Council Law.

RESOLVED: To approve that the Allotment Committee meeting due to take place on Monday 30th April is rescheduled to Wednesday 2nd May to enable the Town Clerk and Deputy Town Clerk to attend a training course regarding Town Council Law.

10. Consultations:

- 1) UK Government call for evidence to examine how charges or changes to the tax system could tackle the problems associated with single-use plastic waste. The deadline for responses to this call for evidence is 18 May 2018.

Noted: Members are welcome to make individual representations.

- 2) The Cabinet Secretary for Local Government and Public Services has launched a Green Paper consultation 'Strengthening Local Government: Delivering for People'.

Noted: Members are welcome to make individual representations.

11. Correspondence:

To Consider the following items of Correspondence:

- 1) Email from One Voice Wales: Fields in Trust - Active Spaces Grants Programme. **NOTED**
- 2) Email from One Voice Wales Re: Joint One Voice Wales/SLCC Conference 16th May 2018. **NOTED**
- 3) Email from Post Office Ltd Re: Cefn Glas Post Office
 - Cllr D Unwin noted that the correspondence was unclear and suggested that the Town Clerk contact the Post Office for further clarification on this issue. This was approved by Members.
- 4) Email from One Voice Wales Re: Response to the Community and Town Council Review. **NOTED**
- 5) Email from BCBC Re: Car Parking charges at the Rhiw Car Park
 - Members highlighted that the notice does not provide clarification on the legal position for April. It was also noted that funding provided by CF31 Bid is not mentioned in the notice.
 - The Mayor offered to seek clarification from BCBC regarding the position for the month of April. This was approved by Members.
- 6) Email from BCBC Re: Town & Community Council Meeting. **NOTED**
- 7) Letter from Dr. Dai Lloyd AM Re: Welsh Government Taskforce on Unadopted roads
 - Cllr D Unwin urged members to support this matter. He offered to draft a response to this correspondence. This was approved by Members.
- 8) Email from R Burns Re: Residents Parking – Oldcastle: Council Parking Permit Scheme - Grove Rd Phylis Ave Cae Wallis St Marie St & South St
 - Cllr D Unwin questioned whether the consultation had gone far enough and stated that there is a problem within a mile of the Town Centre.
 - It was noted that the informal consultation had been extended.
 - Cllr L Walter offered to talk through the scheme at the next Town Council meeting.
 - Cllr S Bletsoe commented that the scheme could just push the problem further away and noted that consideration should be given to visitors to a property. He stated that Councillors must register the concerns of the people affected.
 - It was noted that in zone 4 some people are in favour, some against and some have not responded. 71 responses have been received to date but Council should be mindful of the displacement impact this could have to other residents.
 - Mayor suggested that the Council could write to Cllr Richard Young for clarification on the situation regarding residents parking across all three Town Council wards.

RESOLVED: Town Clerk to write to BCBC Cllr Richard Young to seek clarification on the situation regarding residents parking across all three Town Council wards.

- 9) One Voice Wales Innovative Practice National Awards 2018 Winners Highly Commended and Commended Councils. **NOTED**
- 10) Email from BCBC Re: Advance Notification of Temporary Road Closures - Roots Street Festival, Bridgend Town Centre. **NOTED**

12. Town and Community Council Forum

- Mayor stated that BCBC Officer, Gary Jones had requested this item as a standing item for Town and Community Council agenda's. He acknowledged that the BTC representative for the Town and Community Council Forum is the Deputy Mayor, Cllr Paul Warren and suggested that in his absence, if no other Councillors had any proposals for this agenda item, it could be discussed in further detail at the next Town Council meeting. This was agreed by members.
- a) To consider items for inclusion on the Town and Community Council Forum agenda.
Item deferred to next Town Council meeting.
- b) To consider feedback from meetings of the Town and Community Council Forum
Item deferred to next Town Council meeting.
- c) To identify proposals for inclusion on the TCC Charter Action Plan which would aid the development of the Charter.
Item deferred to next Town Council meeting.

20. Reports

- a) Update on local bus issues - Cllr David Unwin
 - Cllr D Unwin presented a report on the situation regarding local bus issues. He referred to a BCBC consultation regarding bus services and a pledge from Welsh Government for a further £25 million to safeguard services for 2018/19.
 - Cllr D Unwin suggested that BCBC need to make an announcement regarding their decisions regarding bus services.

RESOLVED: Town Clerk to write to BCBC to request further information regarding the situation of bus services in light of the additional funding now available.

- b) Blight of graffiti in the Bridgend area - Cllr David Unwin
 - Cllr D Unwin presented a report about graffiti in the Town and stated that BTC cannot tackle this issue alone. He suggested that the Probation Service and the Youth Offending Service should be encouraged to help address the issue and could register community service hours with BTC so that the time can be used effectively to help the local community.
 - It was suggested that the new Facilities Manager could take this suggestion forward.

RESOLVED: That the new Facilities Manager is tasked with contacting the Probation Service and the Youth Offending Service to make use of community service hours to pay back the local community and help tackle the on-going graffiti issues within the town.

Meeting closed: 9.07pm

Signed
Mayor

Date