



MINUTES OF BRIDGEND TOWN COUNCIL MEETING
Monday 17th September 2018 at 7:00pm at Carnegie House Council Chamber

Present:	Cllr. Paul Warren (Mayor) Cllr. Stuart Baldwin Cllr. Freya Bletsoe Cllr. Steven Bletsoe Cllr. Nicole Burnett Cllr. Stuart Charles	Cllr. Isabel Robson Cllr G Sassoon-Hales Cllr. David Unwin Cllr. Alan Wathan Cllr. C Webster Cllr. Tim Wood
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Pre-meeting Business:

- Update from CF31 BID Manager, Mr Justin Jenkins

1. To receive apologies for absence:

Apologies were received from Cllr. Kate Boucher, Cllr. Ceri Evans, Cllr. Angela Morelli, Cllr. Rebecca Porter, Cllr. Robbie Thomas, Cllr. Matthew Voisey, Cllr. Lyn Walters

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

Declarations of Interest were declared by the following Members and recorded in the register:

- Cllr C Webster - Prejudicial interest in BCBC Planning Matters
- Cllr S Bletsoe – Personal interest in matters relating to town trading.
- Cllr F Bletsoe – Personal interest in pre-meeting update Justin Jenkins BID – business owner in town
- Cllr N Burnett – Prejudicial interest in BCBC Planning Matters.

3. To Confirm and Sign Minutes of the Town Council Meeting held on 30th July 2018

RESOLVED: The Minutes of the Town Council Meeting of 30th July were confirmed as a true record and were duly signed.

4. To Consider Matters Arising from the Town Council Meeting held on 30th July 2018

- Cllr D Unwin advised that good progress had been made with the planning application for the Heritage Walkway Project and that planning consent had been granted for the Great Western Railway project at Bridgend train station.
- It was noted that a response had not been received from the BCBC Armed Forces Champion regarding arrangements for an Armed Forces Day event in 2019.
- It was noted that the planning consent for Tesco on Quarella Road did not include a clause regarding the Bailey Bridge as a permanent exist.

5. To note for information Mayoral Announcements and Engagements:

Mayor's Engagements:

- 15th August – Independent Review Panel Stakeholder Information Session at Llandrindod Wells

- 8th September – Cefn yr Afon Summer Fete
- 13th September – Meeting with Revd Wheeler to discuss Civic Sunday

Mayor's Announcements:

- Mayor announced that his Civic Service would take place on Sunday 21st October and that his chosen charity for the year is the Bridgend Coalition of Disabled People.
- Mayor advised that a Town Twinning visit from Langenau, Germany will take place at the end of October. The Mayor of Langenau will be attending and a request had been submitted for BTC to host an event on Monday 29th October. Mayor explained that he will be away on this date and has therefore suggested hosting the delegation on Saturday 27th October. This request has been submitted to the Town Twinning Association.
- Member suggested that if this request cannot be accommodated, the Deputy Mayor could host the delegation on Monday 29th October, in the Mayor's absence.
- Mayor noted that a number of Town Council staff had been ill during the past week.

Deputy Mayor's Engagements:

- No engagements.

6. Town Clerks Reports

a) To Receive Town Clerks Report for August/September 2018

Town Clerk presented a report detailing the projects and services delivered by Bridgend Town Council 31st July – 17th September 2018.

- Town Clerk reported that despite the summer recess, it had continued to be a very busy time at the Town Council. Staff moved out of Carnegie House at the beginning of August and a temporary office was set-up in Evergreen Hall. There have been significant issues with access to the IT network and printing facilities and tasks have taken much longer to complete due to this situation.
- It was reported that the asbestos had been removed from the basement of Carnegie House.
- Town Clerk advised that the office refurbishment project is underway but explained that several changes to the planned design had been made due to issues with the pipework for the heating system and concerns regarding the electrical plans. It was noted that the project is still on target for completion by the end of September.
- Town Clerk reported that these disruptions have caused unavoidable delays to actions of meetings and on-going projects whilst the issues were resolved.
- It was noted that the brochure for the new Carnegie House Autumn/Winter programme had been launched.
- Town Clerk advised that the Bridgend Town Council Facebook page and newsletter will be launched in the autumn.
- Mayor thanked staff for their efforts during the past couple of months.

7. Planning

Cllrs N Burnett and M Voisey left the meeting during the next item and returned at its conclusion.

a) To Consider the Draft Minutes of the Planning Committee held on 15th August 2018

- Chair highlighted agenda item 8.3 regarding use of paved land surrounding Bridgend War Memorial. He explained that Bridgend Town Council is the custodian of the War Memorial; the railings and surrounding paved area. He asked Members to consider the recommendation from the Planning

Committee to introduce a policy to ensure that no activities are taking place adjacent to the War Memorial and within its immediate environs unless they are connected with military or other such Royal British Legion events and are approved by the local RBL representatives and Bridgend Town Council. Members approved this recommendation.

RESOLVED: Town Clerk to prepare a policy statement regarding activities permitted to take place adjacent to the War Memorial and within its immediate environs.

- Chair highlighted agenda item 8.4 regarding the duty of care by Fast-food Takeaways within Bridgend Town Centre. He explained that the Planning Committee recommend that the granting of planning permission by BCBC to operate a fast-food takeaway should incorporate the responsibility of the proprietor to keep the exterior of the premises litter and grease free at all times; to provide adequate litter receptacles or request the Council to provide them and to keep the adjacent paved area and close seating in pristine condition. It was further suggested that the granting of annual health quality certificates to all fast-food premises should include cleanliness outside the premises as well as inside and for this to be included in the prescribed scale of 0-5. Members approved this recommendation.

RESOLVED: Town Clerk to write to BCBC Planning Department to request that they consider the recommendations made by BTC's Planning Committee with regard to Fast-food Takeaways.

RESOLVED: To confirm and sign the minutes of the Planning Committee meeting held on 15th August 2018 as a true and accurate record.

b) To consider the draft minutes of the Planning Committee Meeting of 12th September 2018

- Chair highlighted agenda item 8.4 regarding Coed Parc Judicial Review. He explained that the BTC Planning Committee had fully supported the Action Group at every stage of their efforts to seek planning justice for their case and requested that BTC offer support to local constituents in their quest for a full judicial review into the ways BCBC, through their Planning Department, has sought to deal with all applications in relation to the 'Coed Parc Development'. This was agreed by Members.

RESOLVED: Town Clerk to write to the High Court offering BTC support to the Walters Road Action Group in their quest for a full judicial review regarding the 'Coed Parc Development'.

RESOLVED: To confirm and sign the minutes of the Planning Committee meeting held on 12th September 2018 as a true and accurate record.

8. To consider the draft minutes of the Community Engagement and Well-being Committee Meeting of 5th September 2018

- Mayor noted that the Chair or Vice Chair of the Community Engagement and Well-being Committee were not in attendance at the meeting to present the minutes.
- Member referred to an item on page 2 of the minutes 'Maintenance Reports on Parks' and questioned the cost of monthly playground inspections. It was noted that before BTC can consider a Community Asset Transfer of any playground, it must consider all associated costs. It was suggested that this matter should be included on the agenda for a future Community Engagement and Well-being Committee meeting for further discussion.

RESOLVED: To include an agenda item for the next Community Engagement and Well-being Committee meeting to discuss the cost of monthly playground inspections.

- Member referred to an item on page 3 of the minutes regarding the storage of the Dias for military events. He explained that the Dias is a BTC responsibility and that BCBC have stored the Dias for many years free of charge. He suggested that the resolution to request a contribution towards the

dais storage from BCBC if moved from its current location should be rescinded. This was agreed by Members. Town Clerk will notify Members of the Committee at the next meeting.

- Member referred to an item on page 3 of the minutes regarding a flag pole around the war memorial that is broken and in need of repair. He suggested that this action should be completed as soon as possible so that it is ready for Remembrance events in November.
- Member referred to an item on page 4 of the minutes regarding 'National Bell Ringing'. It was noted that only two churches in the BTC wards have bells therefore the letter to participate in the event could be extended to churches in surrounding areas. This was agreed by Members.

RESOLVED: Town Clerk to contact all churches in the local area to inform them about the national bell ringing as part of the 'Battle's Over' commemorations and enquire about participation.

- Member referred to an item on page 4 of the minutes regarding the arrangements for the Remembrance Parade and questioned the use of the word 'Politician' in the minutes. Member spoke of participating in the parade to represent constituents.
- Members discussed the public negativity referred to in the minutes and questioned how many of the public had expressed negative views.
- It was suggested that Members have a civic duty to represent their constituents at the Remembrance Parade.
- Town Clerk explained that the word politician had been used by Members at the meeting.
- Member suggested that when the Town Council Facebook page is launched it should include a post to state that Members are proud to represent the public at the Remembrance Parade.
- Chair of Finance Committee noted that Committee's need to consider their budgetary requirements for the next financial year and report to the Finance Committee before the precept is discussed in November. It was suggested that committee's should submit budget requests to the Finance Committee at least two weeks prior to the Finance Precept meeting.

9. Finance:

a) To receive a balance of accounts as at 17th September 2018 and payments since last meeting

- It was noted that due to the RFO being ill, the balance of accounts was not available. It was suggested that this could be emailed to Members for information in due course. This was agreed by Members.
- Chair of Finance stated that he had questioned the need for the statement of payments to be presented at every Town Council meeting. It was noted that as all Members of Town Council are responsible for the financial probity of the Council they need to be keep informed of the financial status of the Council. The Town Clerk was asked to check the wording of the financial regulations to establish whether this needs to be reported on a monthly basis.

b) To consider the draft minutes of the Finance Committee Meeting of 11th September 2018

- Cllr A Wathan referred to agenda item 3 regarding a request from Coity Higher Community Council regarding a donation towards the cost of a defibrillator serving the ward of Morfa. He requested that the minutes are amended to read 'he took no part in the discussion or decision' for this matter. This was accepted by Members.
- Chair of Finance referred to page 7 of the minutes and suggested that the cost of the quote for Freelance Support for the Preparation of Funding Applications for 3 Grants for Carnegie House Arts Centre be included in the minutes at a cost of £1,200. This was agreed by Members.
- For agenda item 16. To Consider Beacon Brazier Gas Upgrade, it was suggested that the cadets could be asked to provide assistance for this event.
- Members noted the information regarding Councillor Remuneration.

RESOLVED: To confirm and sign the minutes of the Finance Committee meeting held on 11th September 2018 as a true and accurate record.

10. To consider items deferred from July meeting of Town Council:

Personnel:

- i) To appoint members to sit on a Grievance Committee
- ii) To appoint members to sit on an Appeals Panel

RESOLVED: To appoint to these positions as and when required

11. To fill vacancies on the Council Committees listed below:

Community Engagement & Well-Being Committee (1 vacancy)

- Town Clerk explained that Cllr S Baldwin had been nominated to fill this vacancy at the previous meeting, however Cllr S Baldwin was already appointed to that committee therefore the vacancy still exists.
- Cllr Gary Sassoon-Hales was nominated to fill the vacancy. There were no other nominations.

RESOLVED: Cllr Gary Sassoon-Hales was appointed to the Community Engagement & Well-Being Committee for 2018/19

Planning Committee (1 vacancy)

- There were no nominations therefore this vacancy remained unfilled.

12. Motion from Cllr C Webster:

"Further to a recent press article that references a press statement provided by Independent Councillors, I would like to raise concerns that councillors are publicly expressing predetermined opinions on matters that have not yet been formally considered by Bridgend Town Council. This Council should act as one voice and statements to the press should be made via the Proper Officer. I request that Council consider this matter and clarify its position in relation to its policy on the Press and Media."

- Mayor stated that the motion did not have a positive outcome and explained the background to the situation. He highlighted that he had originally been approached by local residents regarding concerns about a tree that had been felled in the area. He also commented on the way the story had been reported in the press.
- Mayor explained that BTC had previously considered a Press and Media Policy however the policy had not been approved. He also clarified that in the recent article he had not been speaking on behalf of the Town Council.
- Cllr Webster spoke of the public's perception when a Councillor speaks to the press and asked that BTC clarify its position in relation to Councillors dealing with the press.
- An amendment to the motion was proposed to change the last sentence of the motion to 'I request that Council consider this matter and approve the policy on the Press and Media.'. This was seconded.
- Members discussed the issue and suggested that Members need more time to review the policy and that it could be an agenda item for the next Town Council meeting.
- The motion was withdrawn.

RESOLVED: To review the draft Press and Media policy at the October meeting of Bridgend Town Council.

13. Correspondence:

1. E-mail via OVW – Boundary Commission Wales 2018 Review of Parliamentary Constituencies in Wales.
 - It was noted that full details are not available yet.
2. E-mail via OVW – Connecting Communities in Wales. **Noted**
3. E-mail via OVW – Have a view on fracking and coal bed methane development in Wales. **Noted**
4. E-mail via OVW – Natural Resources Bulletin August 2018. **Noted**
5. From OVW – Neath/Port Talbot and Swansea Training Opportunities. **Noted**
6. From BCBC – Temporary Road Traffic Closure A48/A473. **Noted**
7. From BCBC – Temporary Road Traffic Closure re Roots Festival 15.9.2018. **Noted**
8. Email from Danfo re: Toilet provision in Bridgend Town Centre
 - Chair of the Regeneration Committee highlighted the suggestions made by Danfo regarding the Cheapside toilet block.
 - Members discussed the suggestion for using the site for vehicle charging points. There was support for the principle of the introduction of charging points in the Town Centre however Members questioned the suitability of the location and accessibility of the Cheapside toilet block.
 - Members considered whether the offer of a BCBC Community Asset Transfer for the facility would only be for use as a toilet block.
 - Cllr F Bletsoe highlighted that vehicle charging points had been considered for the new Rhiw development and suggested that the suggestion from Danfo could be taken back to BCBC.
 - Cllr C Webster stated that she was aware that vehicle charging points had been considered for the Rhiw Development but that there was some reluctance.
 - Member highlighted that a new petrol station is going ahead in the nearby Asda supermarket carpark and suggested that this might include electric vehicle charging points.
 - Members discussed a suggestion to use the Cheapside toilet block as a laundrette facility however there were some concerns regarding this proposal.
 - Chair of Regeneration Committee highlighted that Danfo's opinion is that the block is not viable as a pay to use toilet facility.
 - Mayor stated that a decision would need to be taken by Council regarding a Community Asset Transfer for the Cheapside toilet facilities.

RESOLVED: Bridgend Town Council will not apply for a Community Asset Transfer of the Cheapside toilet facility.

Cllr S Bletsoe and Cllr F Bletsoe left the meeting.

9. Email from Bridgend RBL Re: Legion Poppy Appeal and Remembrance Events. **Noted**
10. Email from One Voice Wales Re: BCW 2018 Review of Parliamentary Constituencies in Wales
 - It was agreed that this should be deferred and included as an agenda item for the BTC October meeting.
11. Email from BCBC Re: Bridgend Replacement LDP Call for Candidate Sites Consultation.
 - It was agreed that this should be referred to the Planning Committee.

14. Town and Community Council Forum

- a) To consider items for inclusion on the Town and Community Council Forum agenda

- It was noted that the next meeting will take place on 16th October 2018.
Member suggested an agenda item to discuss difficulties with collaboration between BCBC and Town and Community Councils in delivery of existing services and future service provision.
 - Member suggested that a discussion should take place regarding voluntary mergers of Town and Community Councils. Members discussed very small community councils merging with larger councils and discussed the logistics of such mergers i.e. the possibility of TUPE arrangements for staff.
- b) To consider feedback from meetings of the Town and Community Council Forum.
- There was nothing to report.
- c) To identify proposals for inclusion on the TCC Charter Action Plan which would aid the development of the Charter
- No proposals were discussed.

15. Reports

- 15.1 Six monthly review of empty town centre retail and business premises and allied issues relating to Bridgend Town Centre (Cllr D Unwin)
- Cllr D Unwin presented a six monthly report and highlighted that the report was positive news for Bridgend. Members reviewed the figures in the report.
 - Cllr D Unwin explained that BTC had previously offered £20,000 towards the de-pedestrianisation project, however he noted that BCBC had not engaged with BTC regarding this money since the initial offer was made. He stated that the project has not progressed and expressed concern that it is not a priority for BCBC. He questioned whether the de-pedestrianisation would be likely to happen in the next 12 months.
 - Cllr D Unwin explained that the BTC precept budget for 2019-20 would need to be agreed in November 2018 and highlighted that Members would need to decide to include a budget for de-pedestrianisation in the new precept.
 - Cllr N Burnett advised that this matter had been raised at a Town Members Meeting and suggested that this is raised again for further discussion.
 - Cllr D Unwin suggested that Members that attend the BCBC Town Members meeting should bring back a report on this subject to full Council.

RESOLVED: That BTC representatives for the BCBC Town Members meeting should present Cllr Unwin's six monthly report at the next Town Members meeting and also request that a discussion is held regarding funding streams for the de-pedestrianisation project and provide a report back to full Council.

Meeting closed: 8.25pm

Signed

Mayor

Date