



**MINUTES OF BRIDGEND TOWN COUNCIL MEETING**  
**Monday 20<sup>th</sup> November 2017 at 7.00pm at Carnegie House Council Chamber**

<b>Present:</b>	Cllr. Stuart Baldwin (Mayor) Cllr. Steven Bletsoe Cllr. Kate Boucher Cllr. Nicole Burnett Cllr. Angela Morelli Cllr. Rebecca Porter Cllr. Isabel Robson	Cllr. Gary Sassoon-Hales Cllr. David Unwin Cllr. Lyn Walters Cllr. Paul Warren Cllr. Alan Wathan Cllr. Tim Wood
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**1. To receive apologies for absence:**

Apologies were received from: Cllr. Freya Bletsoe, Cllr. Ceri Evans (work), Cllr. Eric Hughes, Cllr. Carolyn Webster (work), Cllr. Matthew Voisey (work)  
 Absent: Cllr. Stuart Charles

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

- There were no Declarations of Interest.

**3. To Confirm and Sign Minutes of Town Council Meeting held on 16<sup>th</sup> October 2017.**

- Chair of Finance Committee highlighted that the minute for item 17. Capital Asset Transfers was missing the final comment made at the meeting.
- It was agreed that the Town Clerk would update the minutes to read:  
 'Chair of Finance explained the background to the CAT projects for bus shelters; but it was agreed to reject the current proposals as they did not accord with the original intentions and wishes of BTC. Further discussion was required with the BCBC Property department.'

**Resolved:** To confirm and sign the minutes of the Town Council Meeting held on 16<sup>th</sup> October 2017 as a true and accurate record subject to the amendment above.

**4. To Consider Matters Arising from the Town Council Meeting held on 16<sup>th</sup> October 2017.**

- Page 19. Chair of Planning Committee noted that the application for Timpsons had been discussed at the Planning Meeting on the 15<sup>th</sup> November and recorded in the minutes of the Planning Committee meeting.
- Page 21. Member enquired if the Clerk had investigated the cost of arranging DBS checks for elected Members. Clerk advised that a Member of staff had researched the costs on her behalf however she had not had the opportunity to progress this further.
- Page 23. Member enquired if Cllr C Webster had submitted a motion to propose a meeting start time of 6pm. Clerk confirmed that she had not received a notice of motion for this item.

Cllr P Warren stated that he was keen to pursue this suggestion and would submit a motion for the next Council meeting.

**5. To note for information Mayoral Announcements and Engagements:**

Mayor's Engagements:

- Friday 3<sup>rd</sup> November – BAVO Volunteer Achievement Awards, Heronston Hotel
- Saturday 4<sup>th</sup> November – Supporting Bridgend Branch of Royal British Legion Poppy Appeal in Bridgend Indoor Market
- Saturday 11<sup>th</sup> November – Festival of Light Parade
- Sunday 12<sup>th</sup> November – Bridgend Town Centre Remembrance Parade

Deputy Mayor's Engagements:

- Saturday 11<sup>th</sup> November - Family Remembrance Service at War Memorial
- Sunday 12<sup>th</sup> November – Bridgend Town Centre Remembrance Parade
- Friday 17<sup>th</sup> November – BCBC Mayor's Charity Coffee morning at The Heronston Hotel

**6. To Consider Town Clerks Report**

- Town Clerk presented a report detailing the projects and services delivered by Bridgend Town Council from 16 October – 20 November 2017.
- It was noted that a Policy and Resource Review of Bridgend Town Council had commenced and a final report with recommendations for Council would be completed by the end of December 2017.
- In response to a report on the Light Festival, the Deputy Mayor commented that in light of the workload of the Town Clerk, he was very disappointed that a journalist from the GEM had been informed about a potential story in relation to the Light Festival taking place on Armistice Day. He explained that the situation had been fully discussed at a previous Council meeting and Members had taken a decision to fully support the event. He reminded Councillors that once a decision has been made by Council, Members should support the decision regardless of their personal views.
- Chair of the Carnegie House Board provided a full account of the situation regarding the Light Festival for Members who were not aware of the difficulties experienced in the lead up to the event.
- Town Clerk explained that she had dealt with a number of significant issues regarding the installation of Christmas lights in relation to the testing of anchor points for catenary wiring used to install Christmas light cross street features. She explained that the contingency plan was to install additional column lighting for the town and 14 ex-hire column feature lights had been ordered. Members agreed with this course of action. Town Clerk suggested that a full review of the provision of Christmas lights would be undertaken in the coming months.
- Mayor extended a special thanks to Cllr David Unwin for personally hand delivering hundreds of Christmas leaflets and posters on behalf of Bridgend Town Council.

**7. To Consider Arts Project Officer Update Report re: Carnegie House Arts Centre**

- The Arts Project Officer report was considered by Members and noted.

**8. To Consider the draft minutes of the Military Advisory Committee Meeting of 25<sup>th</sup> October 2017**

**RESOLVED:** To accept the minutes of Military Advisory Committee Meeting of 25<sup>th</sup> October 2017

**9. To Consider the draft minutes of the Well-being Committee Meeting of 23<sup>rd</sup> October 2017**

- Town Clerk explained that she had emailed BCBC regarding the request for BTC involvement with the Bridgend Public Services Board and was expecting a response after their next meeting.

**RESOLVED:** To accept the minutes of the Well-being Committee Meeting of 23<sup>rd</sup> October 2017

**10. To Consider the draft minutes of the Regeneration Committee Meeting of 2nd November 2017**

- Chair of the Regeneration Committee spoke about the Blue Plaque initiative and the involvement of the Civic Trust.
- Mayor suggested that the Civic Trust could be asked to administer the Blue Plaque scheme with financial support from Bridgend Town Council.
- Chair of the Regeneration Committee explained that he had invested time in the project and would like to continue to run the project but welcomed the involvement of the Civic Trust.

**RESOLVED:** That the Chair of the Civic Trust should be invited to meet with the Regeneration Committee to take the blue plaque project forward.

**RESOLVED:** To accept the minutes of the Regeneration Committee Meeting of 2nd November 2017

**11. A) To Consider the draft minutes of the Town Twinning Advisory Committee Meeting of 13<sup>th</sup> November 2017**

- Deputy Mayor provided an overview of the discussions that had taken place at the Town Twinning Advisory Committee Meeting and explained that Members of the Committee understand that the Town Twinning Association is now going from strength to strength.
- He highlighted that the only thing that the Town Twinning Association does not have is a Civic Head to welcome Mayors from visiting towns. He explained that a BTC Mayor signed the original Town Twinning Charters and therefore suggested that BTC could write to the Town Twinning Association to request that the BTC Mayor and one other Member of BTC has a position in the Town Twinning Association and attends their meetings and functions as required.
- He stated that for this reason a notice of motion was submitted in relation to the future of the Town Twinning Advisory Committee.

**b) To Consider Notice of Motion:**

*This Council is urged to rescind forthwith **Standing Order 4.u (Committees - Town Twinning Advisory Committee)** (Version No. 08) as adopted by Council at the AGM on 15th. May 2017 and ratified at the Town Council Meeting on the 1<sup>st</sup> June 2017, in order to dissolve the Town Twinning Advisory Committee.*

**RESOLVED:** To unanimously support the Notice of Motion and dissolve the Town Twinning Advisory Committee.

**12. To Consider the draft minutes of the Evergreen Hall Management Committee Meeting of 14th November 2017**

- Member highlighted that the Evergreen Hall Manager, Lynda Gray, is finishing her employment with Evergreen Hall at the end of December and suggested that the Council could mark the occasion by presenting her with a BTC plaque.

**RESOLVED:** To invite Evergreen Hall Manager to the December meeting of Council to present her with a BTC plaque and flowers to acknowledge her service to Evergreen Hall.

- Members discussed the payment of the BID levy by Evergreen Hall as a charity.

**RESOLVED:** To accept the minutes of the Evergreen Hall Management Committee Meeting of 14th November 2017.

**13. To Consider the draft minutes of the Planning Committee Meeting of 15th November 2017**

- Chair of the Planning committee highlighted that the situation regarding the Timpson's unit at Tesco supermarket had been discussed at the planning meeting and that it was resolved that the Clerk would write to BCBC.

**RESOLVED:** To accept the minutes of the Planning Committee Meeting of 15th November 2017

**14. Finance:**

**a) To receive a balance of accounts as at 20th November 2017 and approve Payments of Expenditure**

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

**b) To Consider the draft minutes of the Finance Committee Meeting of 14th November 2017**

- Member expressed concern regarding the level of increase of the precept for financial year 2018/19.
- Chair of Finance Committee provided an overview of precept increases by BTC in previous years and spoke of the minimum reserves needed by a Council the size of Bridgend Town Council.
- Mayor suggested that Members review the draft budget proposal in detail so that Members could raise any concerns about specific budgets. This was agreed by Members.
- Members considered briefing notes on the draft precept budget prepared by the Chair of Finance Committee.
- Members discussed a recommendation of the Finance Committee regarding the future of the Shopmobility scheme.
- Members discussed the need for legionella testing at Evergreen Hall and considered the possibility of conducting the testing in-house in the future.
- Members discussed the provision of toilet facilities in Bridgend Town Centre and it was noted that the BTC Regeneration Committee would investigate this matter fully and prepare a recommendation to Council before for the 2019 precept budget.

**RESOLVED:** To accept the minutes of the Finance Committee Meeting of 14th November 2017

**c) To consider proposed Precept Recommendation for 2018/2019 and supporting Precept statement.**

- Chair of Finance Committee drew attention to the Precept requirement for 2018/2019 and Precept statement.
- Members discussed the precept increase and the amount per household based on the band D council tax band.
- It was moved by the Chair of Finance for Members to approve the budget and the Precept figure of £553,849.00 for the Financial Year 2018-2019; this was seconded.
- Mayor moved that a vote should take place to approve the Precept Budget recommendation of £553,849.00 for financial year 2018/2019.

Result of vote:

- 11 in favour of the proposed precept budget for 2018/19
  - 1 not in favour of the proposed precept budget for 2018/19
  - 1 Abstention
- Cllr G. Sassoon-Hales wished to place on record that he voted against the proposed precept budget.

**RESOLVED:** To set the Bridgend Town Council annual precept at £553,849.00 for financial year 2018/19.

**15. To Consider the draft minutes of the Carnegie House Board Meeting of 16th November 2017**

**RESOLVED:** To accept the minutes of the Carnegie House Board Meeting of 16th November 2017

**16. To Consider the following Reports:**

**a) To Consider a report on Empty Shop Business Rate Exemption (Cllr Steven Bletsoe)**

- Cllr S Bletsoe presented his report on Empty Shop Business Rate Exemption. He highlighted that there is a tax loop hole and suggested that as business rates are devolved to the Welsh Assembly, BTC could write to those that have the power to take the matter forward.

**RESOLVED:** To write to the Welsh Assembly about this issue - Cllr S. Bletsoe to prepare a draft letter on behalf of BTC and send it to the Town Clerk.

**b) To Consider a report on Eco Credentials of Bridgend Town (Cllr David Unwin)**

- Cllr D Unwin presented his report on the Eco Credentials of Bridgend Town and stated that the lack of bird boxes on lamp standards was a missed opportunity.
- Members discussed the logistical implications of installing and cleaning bird boxes.

**RESOLVED:** To defer this matter to the Regeneration or Well-being Committee for further consideration.

**17. Consultations:**

1. Boundary Commission for Wales: 2018 Review of Parliamentary Constituencies in Wales Revised Proposals. **NOTED**
2. Open Consultation: Registration of town and village greens. **NOTED**
3. Proposed amendments to the Local Authorities (Capital Finance & Accounting) (Wales) Regulations 2003. **NOTED**
4. Consultation on Local Approaches to poverty reduction: The Well-Being of Future Generations Act and public service boards. **NOTED**
5. Review of Community and Town Council Sector - Consultation Events

**RESOLVED:** Cllr D Unwin will attend a consultation event in Pencoed or Gorsienon on behalf of BTC.

**18. To Consider the following items of Correspondence:**

1. Email from Mr D Kerslake Re: Toilets in Bridgend Town Centre

**RESOLVED:** Town Clerk to respond to Mr D Kerslake to explain that BTC are very sympathetic to his view and recommend that he also sends his comments to Bridgend County Borough Council.

2. Letter from Local Democracy and Boundary Commission For Wales Re: Invitation to presentation on 9 January 2018.

**RESOLVED:** Cllr D Unwin will attend the presentation on behalf of BTC.

3. Hafod Housing Newsletter. **NOTED**
4. One Voice Wales News Bulletin October 2017. **NOTED**
5. Written Statement by the Welsh Government: Revised Local Government Scheme 2017. **NOTED**
6. Email from One Voice Wales Re: Wales Centre for Public Policy - An Exciting Announcement. **NOTED**
7. Email from One Voice Wales Re: Future of Work in Wales. **NOTED**
8. Latest news from the ICO. **NOTED**
9. Email from One Voice Wales Re: One Voice Wales Innovative Practice National Awards
  - Mayor asked Members to look at the details for the awards and make suggestions for nominations if appropriate.
10. Written Statement by the Welsh Government: 21st Century Schools and Education Programme. **NOTED**
11. Letter from BAVO Re: Invitation for membership of BAVO. **NOTED**

**19. To fill vacancies on the Council Committees listed below:**

- To elect a Member to fill a vacancy on the BTC Allotment Committee

**RESOLVED:** There were no nominations for this vacancy therefore this item was deferred to the next Council meeting.

- To elect a Member to fill a vacancy on the BTC Town Twinning Advisory Committee

**RESOLVED:** That this agenda item was no longer relevant subsequent to the decision to dissolve the BTC Town Twinning Advisory Committee.

**20. To Consider request from independent journalist re: live broadcast at a public meeting using smart phone, to a local Facebook group.**

- The Town Clerk did not have any further information to provide.

**RESOLVED:** That no further action be taken.

**Meeting closed at 9.00pm**

Signed .....

Mayor

Date .....