



MINUTES OF REGENERATION COMMITTEE MEETING

Monday 7th October 2019 at 7:00pm at Carnegie

Present:	Cllr S Bletsoe (Chair) Cllr F Bletsoe Cllr S Easterbrook	Cllr C Evans Cllr D Unwin Cllr A Wathan
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In attendance: Mrs L Edwards (Town Clerk) and one member of the public.

1. To receive apologies for absence:

Apologies for absence were received from Cllr T Wood

2. Declarations of Interest (if any) of Members

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

- Cllr S Bletsoe declared a personal interest in all matters as a town trader
- Cllr F Bletsoe declared a personal interest in all matters
- Cllr S Easterbrook declared a personal interest in all matters as a town trader

3. To Elect Chair of Regeneration Committee for 2019-2020

Cllr S Bletsoe was proposed and seconded as Chair of Regeneration Committee; there being no other nomination, Cllr S Bletsoe was unanimously elected as Chair of Regeneration Committee for 2019-20.

4. To Elect Deputy Chair of Regeneration Committee for 2019-2020

Cllr T Wood was proposed and seconded as Deputy Chair of Regeneration Committee; there being no other nomination, Cllr T Wood was unanimously elected as Deputy Chair of Regeneration Committee for 2019-20.

5. To confirm and Sign Minutes of the Regeneration Meeting held on 13th May 2019

RESOLVED: To confirm and sign the minutes of the Regeneration Meeting held on 13th May 2019 as a true and accurate record.

6. To Consider Matters Arising from the Regeneration Meeting held on 13th May 2019

Page 1 - Town Centre Map

- Cllr D Unwin enquired about the proposed town map and questioned why a new map is being produced when the traditional town map is adequate.
- Chair explained the rationale behind the development of a new town map and referred to conversations that had taken place with McArthur Glen Designer Outlet Bridgend. He explained that points of interest such as banks, restaurants etc. would be highlighted on the map.
- Town Clerk was asked to provide an update on the status of the development of the new town map. She advised that the Community Engagement and Events Manager had provided the design company with a detailed brief and is still awaiting a new design concept from the designer.

- Cllr F Bletsoe suggested that the map could be produced easily using Canva.

RESOLVED: Town Clerk to forward a copy of the design brief to Cllr F Bletsoe and Cllr F Bletsoe will move the project forward.

Page 1 – Business Awards Scheme

- Cllr D Unwin enquired about the date for the BTC Business Awards 2020. Chair advised that the awards would be presented at the full Town Council meeting in April 2020. He explained that the Committee had previously agreed that the Business Awards Scheme for 2020 will be advertised in January 2020 via a press release, communications with local business networks and social media.
- Chair added that a proposal will be put forward for another category in the awards scheme for 2020 to include a Community Award which can be awarded to a resident for outstanding contribution to the local community.

RESOLVED: Town Clerk to arrange relevant marketing activity to launch the Business Awards Scheme 2020 on week commencing 6th January 2020.

Page 1 – Business Awards Scheme

- Members discussed the likelihood of a de-pedestrianisation project in Bridgend town centre in light of the outcome of the recent CF31 BID ballot.
- It was noted that a budget had been allocated by the CF31 BID Company for the de-pedestrianisation project and that the money had since been reallocated to other projects.
- It was highlighted that two towns in Wales had successfully completed de-pedestrianisation projects within their towns in the time that had been spent considering a project in Bridgend.
- Chair and Cllr D Unwin suggested that they could raise this matter at the next Town Members Meeting and that they could request an update from BCBC on the de-pedestrianisation project. This was agreed by Members.
- Cllr F Bletsoe spoke of the impact of de-pedestrianisation on the environment and suggested that if the project goes ahead, consideration should be given to the introduction of electric car charging points in the town.
- Members noted that the inclusion of electric car charging points had been a missed opportunity with the recent redevelopment of the Rhiw Car Park.
- It was noted that there are numerous electric car charging points in Cardiff. Cllr F Bletsoe was asked to speak to Cardiff Councillors to find out further information about how they had approached the project to introduce electric car charging points in Cardiff.
- A member of the public expressed an interest to address the committee on this matter. Chair invited the member of the public to speak.
- Member of the public asked the Committee to ensure that if parking bays are made available as part of this project, they should be reserved for shoppers and not taken up by town traders.

Page 1 – Bridgend Bus Station

- Cllr D Unwin referred to a letter that had been sent by Bridgend Town Council to surrounding Community Councils regarding Bridgend Bus Station and highlighted that the Council had not yet received any offers of funding.
- Cllr D Unwin suggested that this subject should be raised at the next Town and Community Council Forum and offered to prepare a report for the next meeting.

RESOLVED: Town Clerk to contact BCBC to request an agenda item to discuss the future of Bridgend Bus Station at the next Town and Community Council Forum, supported by a report from Cllr D Unwin.

Page 2 – Tourism

- Cllr D Unwin enquired about the progress of work on the tourism initiative. Chair explained that all Councillors had been invited to attend a Tourism Working Group meeting to progress tourism initiatives in the area. He noted that only he and Cllr T Wood had attended the meeting therefore it was decided to refer tourism back to the Regeneration Committee.
- Town Clerk explained that Councillors in the previous term of office had proposed a range of tourism initiatives in February 2017, including:
 - Exploring ways of promoting buildings of interest, castles and historical sites within the wards of Bridgend Town Council and surrounding areas.
 - Creating a 'Gateway' page on BTC's web-site to promote local places of interest
 - Increasing the number of brown tourist signs and finger posts directing visitors to the sites of interest, parking facilities etc.
- Cllr D Unwin agreed that additional brown tourist signs are needed in the area.
- Chair offered to contact CADW to enquire about the possibility of additional brown tourist signs in Bridgend.

RESOLVED: Town Clerk to forward the contact details of CADW representatives to the Chair of Regeneration Committee for him to pursue the possibility of additional brown tourist signs for Bridgend.

- Cllr F Bletsoe suggested that there may be grant funding available for bilingual tourist signs.
- Members discussed the possible planning implications for new tourist signs.
- Cllr F Bletsoe highlighted the opportunity to promote areas of interest such as St John's House and the Heritage Coast from the M4 motorway.
- Cllr D Unwin offered to contact the BCBC Conservation Department to enquire about the process that should be followed and permissions required for new brown tourism signs. This was agreed by Members.

Page 3 – Maintenance and Regeneration works in BTC wards

- Cllr D Unwin referred to discussions regarding street cleaning and highlighted that BCBC have street cleaning vehicles that are no longer in use. He explained that he had personally written to the BCBC Highways Network Manager approximately two years ago to enquire about BTC gaining permission to use the street cleaning vehicles. He suggested that if permission could be granted, the Bridgend Town Council Outdoor Maintenance Team could undertake training to use the street cleaning vehicles and perform these duties as required.
- It was also highlighted that the Town Clerk had been asked to arrange for the cleaning of the 'Welcome to Bridgend' signs and tasked with obtaining costs for replacement crests. Town Clerk advised that this work had not yet been completed.
- Members discussed the suggestion made at the previous committee meeting to explore the possibility of re-naming the railway bridge. It was noted that this had been rejected by full Council in May 2019 and could not be discussed within 6 months of this decision. It was noted that this could not be discussed until November 2019.
- Cllr F Bletsoe referred to maintenance work undertaken in Nolton Street and explained that slabs had been lifted and replaced with concrete. Cllr F Bletsoe suggested that more could be done to raise awareness of the online 'Fix my Street' facility. Members discussed the possibility of putting stickers on lamp posts to promote the 'Fix my Street' website and encourage members of the public to report issues in their local area.

RESOLVED: Cllr F Bletsoe will draft a fully costed proposal to develop stickers to advertise the 'Fix my Street' website to be included as an agenda item for consideration at the next Regeneration Committee meeting.

Page 3 – PPE for BTC Outdoor Maintenance Staff

- Member enquired on the progress of branded PPE for Outdoor Maintenance Staff. Town Clerk explained that an order had been placed for the workwear however issues had arisen with the supplier and the order is currently being chased by the BTC Facilities Manager.

Page 4 – CF31 BID Ballot

- Chair expressed disappointment at the fallout on social media since the result of the CF31 BID ballot was announced.
- Cllr D Unwin spoke of the need for those involved to be constructive and commented that the criticism of BTC Councillors in the public domain is not justified.
- Members discussed the outcome of the CF31 BID ballot and its implications for the town.
- Cllr D Unwin referred to the democratic vote that had taken place in the Council chamber and spoke of the town now moving forward from this matter.

7. To receive advice from Town Clerk regarding declarations of interest for town traders

- Town Clerk noted that in 2018/19 the Regeneration Committee was an advisory committee. She explained that this decision had been made upon advice from the BCBC Monitoring Officer due to a potential conflict of interest of Members appointed to the Committee also being town traders.
- Town Clerk highlighted that at the Annual Meeting in May 2019, it was noted that the number of town traders appointed to the Committee had reduced. Council subsequently agreed to change the terms of reference and delegation arrangements for the committee to remove the advisory restriction.
- Town Clerk explained that at the September 2019 Council meeting, Cllr S Easterbrook was appointed to the Regeneration Committee. This means that the number of Members with a business interest in the town is now four out of seven Members appointed to the committee.
- Town Clerk advised Members to carefully consider the declarations of interest they make when considering and taking decisions at Regeneration Committee meetings.
- Chair highlighted that any decisions made will be for the benefit of local residents not traders.

8. To receive and discuss an update on Blue Plaque Project for 2018/19

- Town Clerk provided an update on the current status of the Blue Plaque Project for 2018/19. Members were shown design proofs of each plaque and advised that staff are currently in the process of seeking relevant consent for the installation of the plaques in each location. It is anticipated that the plaques will be ready for installation within the next 8-10 weeks.
- It was agreed that events will be arranged for the Mayor to unveil each plaque.

RESOLVED: That the Town Clerk will arrange launch events for the Mayor to unveil each Blue Plaque for 2019/20.

- Members discussed the next phase in the project to review options for blue plaque recipients for 2019/20. Cllr D Unwin suggested that the Bridgend Civic Trust and the Bridgend History Society should be invited to discuss the options with the Regeneration Committee. It was agreed that this should be done as pre-meeting business for the next Regeneration Committee meeting.

RESOLVED: Town Clerk to invite the Bridgend Civic Trust and Bridgend History Society to meet with Members at 6.30pm before the next Regeneration Committee meeting to discuss recipients for the blue plaques in 2019/20.

- Cllr D Unwin referred to a blue plaque that was going to be installed two or three years ago to mark the 500th anniversary of the Bridgend Market Charter. He explained that the design had been created however at the time there had been difficulties with finding a suitable location to

install the plaque. He asked the committee to consider whether this plaque could now be considered as part of the current blue plaque project.

- It was noted that there is still budget available in the current financial year and therefore the 500th anniversary of the Bridgend Market Charter could be included as part of the Blue Plaque Project for 2018/19.
- Cllr D Unwin proposed that the plaque could be located at the main entrance to the Indoor Market in the Rhiw Shopping Centre. Cllr S Easterbrook offered to contact the Rhiw Shopping Centre Manager to seek permission to install the plaque in this location.

RESOLVED: Town Clerk to arrange for the blue plaque for the 500th anniversary of the Bridgend Market Charter to be ordered, installed and unveiled as part of the Blue Plaque Project for 2018/19.

9. To receive and discuss an update from the Town Clerk regarding the provision of new toilets in the Indoor Market

- Town Clerk provided an update on the status of the provision of new toilets in the Indoor Market.
- Members were advised that BCBC have offered Unit 8 within the Indoor Market free for a period of 5 years, for the provision of new toilet facilities. BCBC have also provided the Market Traders with an approved design and detailed specification for the development of the new toilet facilities.
- It was noted that the next stage in the project is for the Market Traders to arrange for a fully costed quote to be prepared for the construction and 'fit out' of Unit 8.
- BCBC require the Market Traders Association to become a properly constituted body with its own Articles of Association and bank account in order to enter into a lease of Unit 8. It was noted that the Market Traders Association will also need to cover all utility costs.
- Town Clerk explained that the Chair of the Market Traders Association had provided her with a copy of the Market Traders Association governance document and back account details prior to the meeting. She explained that in order for Bridgend Town Council to release the £10,000 funding it has allocated for this project, a thoroughly costed budget for the work and a facility management plan for the ongoing running of the toilet facilities should be requested.

Chair invited a member of the public to address the committee.

- Member of the public explained that the governance document for the Market Traders Association needs to be updated to contain the details of the Chairperson, secretary and treasurer. He also explained that the builder has not yet submitted a fully costed quote for the work, however this is expected within the next few weeks.
- It was noted that payment for use of the toilets will be 30p per use and that payment will be taken by card. If members of the public wish to pay with cash they will need to pay at a market stall and there will be two master cards available to stall holders to open the facilities.
- It was noted that a new central play area in the Indoor Market will be opened to the public on 2nd December 2019 and a ramp to Unit 8 will be created during the works for the play area.
- Members discussed the potential opening date for the new toilet facilities. It was suggested that work to create the toilets could begin in January 2020.
- Members discussed the need for signage to advertise the new toilets. It was suggested that funding for 3 signs could be allocated from the Regeneration Committee budget.
- It was agreed that the Chair of Regeneration Committee and Cllr D Unwin should meet with the Chair of the Market Traders Association to identify suitable locations for the signage and to contact the BCBC Highways Department to enquire about permissions for the new signs.

- It was suggested that the signs should include the wording 'In partnership with Bridgend Town Council'.

RESOLVED: To purchase and install three new signs to advertise the new toilet facilities within the indoor market at the Rhiw Shopping Centre from the 2019/20 Regeneration Committee budget.

10. To consider a proposal regarding Derwen Road, Bridgend loading bays (Cllr S Bletsoe)

- Chair presented email correspondence between himself and BCBC regarding taxi and loading bays in Derwen Road and explained that the bays are not used during the daytime. He proposed that some of these bays could be used as 30 minute free parking bays for the benefit of the town and its users.
- Members discussed the use of the bays for the day time and night time economy.
- It was noted that BCBC had responded to explain that any change of parking restrictions requires a traffic order which is a legal process that can take up to 18 months and can cost in the region of £7000. At present BCBC do not have available funds to take forward any actions due to financial constraints. The BCBC Traffic Management and Parking Team Leader has informed the BCBC Town Centre Manager of the suggestion so that it can be taken into consideration when any progress is made regarding the de-pedestrianisation project.
- Members agreed that the Chair of Regeneration should liaise with the BCBC Town Centre Manager to discuss this suggestion in further detail.

RESOLVED: Chair of Regeneration Committee to liaise with the BCBC Town Centre Manager regarding a proposal to convert some taxi and loading bays on Derwen Road to 30 minute free parking bays.

11. To consider and discuss projects of the Regeneration Committee for 2020/21 and associated budget requirements

- Members acknowledged that Council had taken a decision not to introduce new projects until November 2019. It was agreed that the Regeneration Committee will request budget for 2020/21 but would be mindful of the resource required for new projects.
- Chair explained that he would like to consider ways to enhance the appearance of the town centre. He noted that many of the lamp posts in the town centre have a facility to hang vertical banners. He explained that the banners are low cost and could be used to promote Bridgend Town Council events.
- Members discussed the promotion of VE Day and Wartime Bridgend.
- Cllr F Bletsoe suggested that the cost of installation and optimum number of changes per year could be investigated.
- It was suggested that the Community Engagement and Events Manager could investigate this and that all committees could propose suggestions for use of the banners.

RESOLVED: To ask the Community Engagement and Events Manager to investigate the cost of production and installation of vertical banners on lamp standards within the BTC area.

- Chair explained a concept used in France to hang light weight art installations on catenary wiring. It was noted that BTC already own the catenary wires in the town and suggested that low cost, vibrant displays could be used to brighten the main streets of the town.
- It was suggested that this could be a project within Carnegie House Arts Centre to create art displays to hang on the catenary wires. Chair offered to speak to the Carnegie House Artist in Residence to pursue this idea. This was agreed by Members.

RESOLVED: Chair to liaise with the Carnegie House Artist in Residence to explore the possibility of a project to create light weight art installations to hang on catenary wiring to brighten the main streets of the town.

- Mayor proposed a suggestion to create a finger post sign in the town centre to promote the European towns linked with Bridgend. He suggested that the sign could include the distance in miles and kilometres from Bridgend to each of the twin towns.
- Members discussed promoting the twin towns on roundabouts, however it was agreed that this would not be achievable in 2020/21.
- It was suggested that there could be one post with three finger post signs located in the town centre, promoting the distance to the towns of Villenave d’Ornon, Langenau and Hecktel-Eksel.
- Chair suggested that the Mayor take the lead on this project and contact BCBC to enquire about the permission required to erect a finger post sign in Bridgend Town Centre to promote the town twinning links.

RESOLVED: Mayor to make further enquiries about the possibility of a project to develop and install a finger post sign in Bridgend Town Centre to promote Bridgend’s town twinning links.

RESOLVED: The Regeneration Committee agreed the following projects for 2020/21:

- Blue Plaque Project 2020/21
 - Business Awards Scheme 2020/21
 - A project to create banners and art displays to create a brighter Bridgend
 - A project to introduce a finger post sign in Bridgend Town Centre to promote Bridgend’s town twinning links.
- It was agreed that these projects should be included as agenda items for the next Regeneration Committee meeting for further discussion.

12. To agree a budget request for the Regeneration Committee for the financial year 2020/2021 to form part of the Town Council precept requirement

RESOLVED: To request a budget of £7,500 for Regeneration Committee projects for the financial year 2020/21.

The meeting concluded at 9.32pm

Signed
Chair of Regeneration Advisory Committee

Date