

**CAERPHILLY**

**TOWN**

**COUNCIL**



**CYNGOR**

**TREF**

**CAERFFILI**

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**TOWN CLERK:**  
**CLERC-Y-DREF:**

**Phil Davy**

**TOWN MAYOR:**  
**MEIR Y DREF:**

**Councillor**  
**Simon Morgan**

**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE CAERPHILLY**  
**TOWN COUNCIL HELD AT THE TWYN COMMUNITY CENTRE**  
**ON MONDAY 19<sup>TH</sup> FEBRUARY 2018**

**Present:**

Councillors P.J. Bevan, J. Hibbert, J. Grenfell, M. Prew, S. Hodder, H. Jackson, S. Morgan (Town Mayor), R. Bidgood.

**Apologies:**

Councillors C. Elsbury, S. Kent, J. Fussell, J. Pritchard.

**In attendance:**

A. Cotterill, C. Hales representing Gwent Police.

B. Duggan representing Arad Consultants.

P.G. Davy Town Clerk.

**84. MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON MONDAY**  
**15<sup>TH</sup> JANUARY 2018**

Minutes of the Ordinary Council Meeting held on Monday 15<sup>th</sup> January 2018 were received, confirmed and signed.

**85. MATTERS ARISING FROM THE MINUTES**

Minute 74 - Cllr J. Grenfell reported there had been a mixed response from the local British Legion for a major Remembrance Day parade on 11<sup>th</sup> November 2018.

Minute 78.1 - The Town Council had been the victim of an internet scam and the donation intended for Parkinson UK had been diverted to a bogus account. The suspect fraud had been reported to the bank, to the Council's insurers and logged with Action Fraud. The Town Clerk will report in due course whether any money is recovered. Any loss will need to be included in the annual accounts.

It was agreed that Parkinsons UK should not lose out as a consequence of the fraud and that arrangements are made to fund the donation from within the 2017/18 budget.

86. **COMMUNITY SAFETY MATTERS**

There has been a number of commercial burglaries and two suspects had been charged. Operation Garden has been extended another month to continue to gain intelligence on active criminals.

There had been a spate of car crime in the Van Road and Rectory Road area but a suspect had been caught.

The Action Day on 22<sup>nd</sup> January had focused on parking in the town centre and at 4 schools.

Problems were still occurring with the "Ladies Lounge" building on Pentrebane Street and discussions are ongoing in respect of safety and security of the building.

Youngsters have been purchasing the nitrogen oxide cartridge chargers intended for coffee machines and inhaling the gas. Retailers are being advised of the problem.

A distraction burglary in Maesglas had resulted in cash being stolen.

There is an initiative on Lansbury Park and Porset Park to obtain information on the organised gangs dealing drugs.

The homeless project Cornerstone is seeking funding to purchase sleeping bags, coats etc. A grant application can be made to the Town Council.

87. **CAERPHILLY CASTLE**

B. Duggan from Arad Research explained that CADW had commissioned a new tourism and marketing strategy for Caerphilly Castle. The brief to the consultants included

- Review of current offer
- Visitor experience
- Opportunities for future development
- Strengthen the links between the castle and community

The consultants were meeting with various interested parties and will be incorporating ideas and suggestions in an interim report that will be presented to CADW.

During the discussion the following suggestions were made by members:

- Living history experience
- Wider use of the castle for concerts and theatre productions
- Holiday accommodation at the Grove
- Refreshment/café facilities
- Improved Welsh quality products offer in shop
- Exhibition space within castle grounds
- Use of the water, boat on the moat
- Open air cinema

- Big screens for major sporting events
- Promotion and marketing, ticketing with other attractions
- Marketing the castle to university students
- Links between the castle and town with joined up approach

The Town Council thanked Mr. Duggan for attending the meeting and welcomed the opportunity for further discussion as the study progressed.

**88. TOWN MAYOR'S DIARY**

The Mayor had attended the Y Galeri to present the prizes to the winners of the Caerphilly Open Art Competition.

**89. ENVIRONMENTAL MATTERS**

Keep Wales Tidy is organising a litter clearance on land at the rear of Aldi and Halfords at the beginning of March and volunteers are required.

There was a request to approach Network Rail in respect of rubbish along the railway line at the rear of Treceenydd.

**90. TOWN CLERK'S REPORTS**

**1 Membership Organisations**

It was agreed:

1. The Town Clerk should become a member of the Society of Local Council Clerks and the joining fee and annual membership fee would be paid by the Town Council.
2. A representative from One Voice Wales is invited to attend a future meeting to explain the benefits of membership prior to making a decision about joining the organisation.

**2 Data Protection**

The Town Clerk advised of changes that are imminent to data protection laws. The General Data Protection Regulation (GDPR) sets out the requirements how organisations will need to handle personal data and will be effective from 25<sup>th</sup> May 2018. Under the GDPR a public authority must appoint a Data Protection Officer (DPO).

Members noted the report.

**3 Events Programme 2018**

The notes of the Events Working Group held on 29<sup>th</sup> January 2018 were accepted. The Events Working Group made a number of recommendations to the Town Council.

It was resolved:

1. To purchase new two way digital licensed radios to be funded from year end underspends

and a provisional budget of £3000 (ex VAT) was approved.

(Note that due to unforeseen circumstances there may be insufficient year end underspends and a budget provision may need to be reconsidered in the 2018/19 financial year).

2. To meet health and safety requirements a formal chain of command is implemented at Council organised events with the following designated roles:

Chief Steward/Security Supervisor Cllr C. Elsbury

Senior Stewards Cllrs J. Grenfell, H. Jackson

3. Traffic control barriers will not be extended to the Morgan Jones flats due to practical considerations of access for other occupiers and users.
4. To reappoint Rees Sound to provide the PA system at the Fireworks Display.
5. To accept other operational issues at the Fireworks Display as discussed by the Events Working Group that will be met from within the approved budget.
6. The Christmas Lights Switch On will remain at the Twyn.
7. To reappoint Sound Media Solutions to provide the PA system at the Christmas Lights Switch On.
8. To continue with the annual purchase of a real Christmas Tree but arrangements are made to inspect the tree prior to delivery from the supplier and new decorations are purchased.
9. The phased replacement of Christmas Lights is continued within the approved budget for the event.
10. The principle of enhancing the lighting scheme at The Twyn with laser projectors and the lighting of the trees in The Twyn car park is agreed but the budget will need to be examined in the context of the debate on capital projects and use of CIL and earmarked reserves in the new financial year 2018/19.
11. To confirm action taken to ensure Caerphilly in Bloom will proceed in 2018 following the withdrawal of Park Services from organising the event.
12. Funding of the coach for the Flower Show is discontinued and the cost saving is used to increase the grant to each of the participating organisations to £400.
13. To confirm financial sponsorship for the following events in 2018:

	£
Food Festival	1000
Big Cheese	750
Christmas Market	1500

Megaday (marquee and security)	4750
Caerphilly Arts Competition	1050

14. The Town Council website is used to promote events organised by local organisations, but at the discretion of the Town Council.
15. To commission re-useable bilingual banners for the Flower Festival, Fireworks Display and Christmas Lights Switch On, subject to cost and budget availability.

91. **Replacements of Town Council's Notice Board**

Due to wear and tear of the existing notice board it was resolved:

To support the principle of replacing the notice board and agree a budget of £800 for this purpose but the timing is left to the Town Clerk in view of other priorities and budget commitments. In addition members requested that when the noticeboard is replaced that a more prominent location is discussed with the Twyn Community Centre Management Committee.

92. **PLANNING MATTERS**

The following applications were considered and comments made as follows:

18/0016/FULL – No objections.

18/0025/COU – No objections. It was observed that another food establishment in this location would exacerbate parking.

18/0038/FULL – No objections

18/0052/CLPU - No objections

18/0066/FULL – No objections

18/0067/FULL – No objections

17/0744/COU – No objections

18/0103/FULL – No objections

18/0119/FULL – No objections

18/0096/FULL – No objections

18/00116/Full – No objections

93. **PAYMENTS AND FINANCIAL MATTERS**

1. List of payments noted and approved.
2. Bank Account Balances noted.

3. Applications for Financial Assistance

- (i) PTA at St. Martin's Comprehensive School - £300 approved, Cllr H. Jackson declared an interest and took no part in the discussion or decision making.
- (ii) Dance Unity Parent Support Group - £250 approved.
- (iii) 1223 (Caerphilly) Squadron Air Training Corps - £250 approved.
- (iv) Pandy Road Allotments Association - £250 approved.
- (v) Menter Iaith Sir Caerffili - £400 approved. Cllr H. Jackson declared an interest and took no part in the discussion or decision making. Cllr P. Bevan declared an interest and took no part in the discussion or decision making.

4. Concessionary Hire of Caerphilly Castle

Following research of files and e-mails it has been established that the correct number of concessionary hires agreed with Cadw is 9 for each calendar year of which 3 have to be between October and March.

- (i) Menter Iaith Sir Caerffili – concessionary hire approved and the Town Council will pay cost of the hire fee. Cllr H. Jackson declared an interest and took no part in the discussion or decision making. Cllr P. Bevan declared an interest and took no part in the discussion or decision making.
- (ii) Caerphilly Twinning Association – concessionary hire approved and the Town Council will pay the cost of the hire fee. Cllr P. Bevan declared an interest and took no part in the discussion or decision making.
- (iii) Welsh Hearts Charity – concessionary hire approved and Town Council will pay the cost of the hire fee.

81. CORRESPONDENCE

There were no items of correspondence to consider.

82. MEMBER REQUESTS FOR FUTURE REPORTS/INFORMATION

- 1. Remembrance Day Parade 2018 – for the Town Council to consider organising a main parade on the morning of 11<sup>th</sup> November in view of 2018 being the 100 year anniversary of the ending of the First World War.
- 2. Draft Caerphilly Basin Masterplan – to receive information on the masterplan prepared by Caerphilly County Borough Council.

The meeting closed at 8.30 pm.