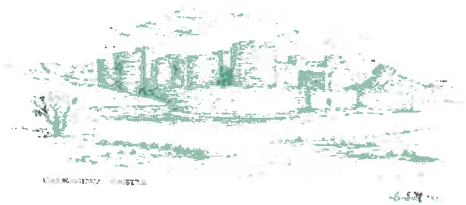


**CAERPHILLY
TOWN
COUNCIL**



**CYNGOR
TREF
CAERFFILI**

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

P. G. Davy

**TOWN MAYOR:
MEIR Y DREF:**

**Councillor
Mike Prew**

9th March 2020

An **Ordinary Meeting** of the **Caerphilly Town Council** will be held at the **Twyn Community Centre** on **Monday 16th March 2020** at **6.30 p.m.**

Any Member requiring further information on any item should contact me before the Meeting.

Phil Davy
TOWN CLERK

A G E N D A

1. To note Members' attendance and to receive any apologies for absence.
2. Declarations of Interest in any item.
3. To receive and if thought fit to confirm the Minutes of the Ordinary Council Meeting held on Monday 17th February 2020.
4. Matters arising from the Minutes if not covered by the Agenda.
5. **COMMUNITY SAFETY MATTERS**
6. **TOWN MAYOR'S DIARY**
7. **ENVIRONMENTAL MATTERS**
8. **TOWN CLERK'S REPORTS**
 - 8.1 Membership of One Voice Wales 2020/21.
 - 8.2 Town Council Office Door Access Control.

Address: The Twyn Community Centre The Twyn Caerphilly CF83 1JL
Telephone and Fax: Caerphilly 02920 888777
E-mail: towncouncil@tiscali.co.uk
Office Hours: Monday, Tuesday and Wednesday mornings 9.30a.m. to 12.30p.m

9. **PLANNING MATTERS** (see list attached)
10. **PAYMENTS AND FINANCIAL MATTERS**
 1. List of Payments.
 2. Bank Account Balances.
 3. Application for Financial Assistance.
11. **CORRESPONDENCE**
 1. Donation of Christmas tree.
 2. CCBC Car Parks Task and Finish Group.
 3. CCBC Traffic Regulation Order Programme.
12. **MEMBER REQUESTS FOR FUTURE REPORTS**

CAERPHILLY

TOWN

COUNCIL



CYNGOR

TREF

CAERFFILI

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

Phil Davy

**TOWN MAYOR:
MEIR Y DREF:**

**Councillor
Mike Prew**

**MINUTES OF THE ORDINARY MEETING OF THE CAERPHILLY TOWN
COUNCIL HELD AT THE TWYN COMMUNITY CENTRE
ON MONDAY 17TH FEBRUARY 2020**

Present:

Councillors C Elsbury, S Kent, J Grenfell, M Prew, S Hodder, H Jackson, S Morgan

Apologies:

Councillors P J Bevan, J Hibbert, J Fussell, J Pritchard, R Bidgood

In Attendance

P G Davy, Town Clerk

Urgent Item

The Mayor agreed to include an additional item on the agenda at 8.4 Minor Authority Governor Vacancy Cwrt Rawlin School due to the length of time this had been in abeyance.

**88 MINUTES OF THE ORDINARY TOWN COUNCIL MEETING HELD ON 20TH
JANUARY 2020**

Minutes of the Ordinary Town Council Meeting held on 20th January 2020 were received, confirmed and signed.

89 MATTERS ARISING

Minute 79 – the presentation evening for the Mayor’s charities will be held on 26th March 2020. The Town Council Community Service Awards would be presented on the same evening.

Minute 80 – there had been further anti social behaviour at Castle Court shopping centre with 6 shop windows broken.

Minute 82 – there had been no response from CCBC in respect of the phasing of the traffic lights adjacent to the Cenotaph.

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90 COMMUNITY SAFETY MATTERS

Gwent Police were not present but had provide a written update report.

St Martins Ward

Youth ASB Operation Footfall continuing at Castle Court and Cardiff Road during February.

Cornerstone in touch with the homeless person outside the One Stop Shop.

Morgan Jones Ward

Youth ASB in Churchill Park. Individuals will be visited in conjunction with housing tenancy.

ASB at Gallagher Retail Park including criminal damage to Wickes store. Police patrols have been increased.

Members raised

- Vehicle break ins at Castle View.
- Individual seen to be under influence of drugs at King Edward Avenue.

91 TOWN MAYOR'S DIARY

The Mayor expressed his sympathies to everyone that had been affected by the flooding resulting from storm Dennis.

The Mayor had awarded the prizes to the Art Competition winners.

92 ENVIRONMENTAL MATTERS

A query was raised about activity at the Tar Plant site. Cllr Elsbury advised he was in the process of obtaining an update from CCBC.

93 TOWN CLERK'S REPORTS

1 Events Working Group

The Events Working Group met on 27th January 2020 to review operational issues arising from the 2019 events.

One of the main items had been a discussion on the tender document for the fireworks contract. The tender timeline was outlined with the aim of awarding the contract to the successful tenderer by the end of March. The tender opportunity will be advertised on the Town Council website and tender alerts will be sent to a number of companies registered with the British Pyrotechnists Association (BPA).

The Working Group had noted that the company that had supplied the PA system for the Christmas Lights switch on was no longer in business. A quotation has been received from Rees Sound Systems. There will be an increase in costs of around £400. Separate arrangements will need to be made for the gazebo shelter required for the Christmas Lights switch on.

It was resolved:

- 1 To approve the tender document for the fireworks contract.
- 2 The tenders received will be evaluated by the Events Working Group and to expedite the process the Town Clerk be given delegated authority to award the contract to the fireworks company selected from the evaluation process.
- 3 To endorse operational adjustments raised in the Events Working Group.
- 4 To confirm the allocation of funding to the sponsored events in 2020.
- 5 To support the merger of the Christmas Market and Lantern Parade for 2020.
- 6 To note the need for another company to provide the PA system for the Christmas Lights switch on in 2020 and the increase in costs.

2 Health and Safety at Work

The Town Council's responsibilities as an employer under the health and safety legislation were outlined. A recent incident at the Community Centre had focused attention on the risks that arise due to the complete lack of building security.

It was resolved

- 1 To endorse the lone worker risk assessment and implement appropriate measures to improve the security of the Town Council office.
- 2 To approve the Lone Worker Policy Statement.
- 3 To formally request the Twyn Community Centre Management Committee to review and implement improvements to the building security and this should be expedited in the interests of users and occupiers.

3 VE Day 75 Anniversary

This year marks the 75th Anniversary of the end of the Second World War in Europe. Friday 8th May 2020 has been designated a Bank Holiday (in lieu of the May Day Bank Holiday on 4th May 2020).

It was agreed to approach the British Legion to establish if there was to be a local commemoration event.

4 Minor Authority Governor Vacancy Cwrt Rawlin School

It was agreed to appoint Wendy Thompson as the representative.

94 PLANNING MATTERS

The following planning applications were considered, and comments made as follows:

19/0981/FULL – no objections

20/0076/COU – no objections

20/0100/FULL – no objections

20/0101/FULL – no objections

95 PAYMENTS AND FINANCIAL MATTERS

1 List of payments were noted and approved.

2 Bank account balances were noted.

3 Applications for Financial Assistance.

St Martins OAP Association

A grant of £250 was approved. Expenditure authorised under the Local Government Act 1972, section 137.

96 CORRESPONDENCE

There were no items of correspondence.

97 MEMBER REQUESTS FOR FUTURE REPORTS

There were no requests.

The meeting closed at 7.00pm

Agenda Item 8.1

Report to Town Council 16th March 2020

Membership of One Voice Wales (OVW) 2020/21

One Voice Wales has again approached the Town Council inviting membership from April 2020/21. The organisation provides a range of services to member Councils including training programmes, consultancy, Area Committee networking events, annual conferences and seminars. 625 local councils are now in membership representing 85% of all town and community councils in Wales. The attached letter from the Chief Executive of OVW sets out the representational role and offers a 50% discounted membership rate for the first year.

The full membership rate for the Town Council for 2020/21 would be £2416 and therefore taking up the 50% discount the membership fee would be £1208. The full membership rate represents 2.5% of the precept. No budget provision has been made for membership of OVW in 2020/21.

Membership of OVW has been considered on a number of occasions, most recent in July 2018 (Minute 39.2), and each time it has been rejected due to the significant cost of the membership rate which is derived from the number of households within the area of the Town Council.

Members are invited to decide whether to take up membership of OVW in 2020/21.

Dear Clerk

Please bring this letter to the attention of your Chair and Councillors.

Membership of One Voice Wales 2020/21

I am writing to invite your council to join One Voice Wales from April 2020. Once again, the past year has seen many positive developments to our services, many of which are outlined in this letter, which we believe add significantly to the value for money offered by One Voice Wales membership.

One Voice Wales will be offering a 50% discounted membership rate for the first year to any councils who have not been in membership in the last three years. We want all Councils to get the many benefits on offer from our training programmes, consultancy, and communications, Area Committee networking events and our annual conferences and seminars.

We continue to represent the sector on the **Local Government Partnership Council** – during 2019-20 we have made strong representation on the role the sector can play in supporting sustainable local services and supporting the Local Government Reform agenda – indeed One Voice Wales provided a comprehensive response to the Local Government and Elections Bill consultation. We have developed even stronger working relationships with the Welsh Local Government Association (WLGA) strengthening the voice of the sector within the public services family in Wales. One Voice Wales continued to make significant contributions to public policy developments through our representation on several Welsh Government advisory panels including the **National Assets Working Group**, the **External Advisory Group on Community Asset Transfer**, **Welsh Government Community Resilience Forum** addressing issues of community resilience, **Welsh Government Litter Advisory Panel**, **Ministerial Advisory Forum on Ageing**, **Electoral Reform Board**, **NAFW Cross Party Group on Fuel Poverty** and **the National Training and Advisory Group**. One Voice Wales is playing an ever increasing role in the development resources for the sector and during the year has represented the sector on the **Understanding Welsh Places** Advisory Group which has developed a data and information resource for community and town councils with a population greater than 1,000 people – launched in October 2019. We continue to work collaboratively with a range of other bodies including the **Local Government Democracy and Boundary Commission for Wales**, **Independent Remuneration Panel**, **Public Services Ombudsman and Wales Audit Office**. So, our ability to influence key stakeholder organisations continues to grow.

There are exciting and challenging times ahead for Community and Town Councils in Wales and we will continue to develop our lobbying and representational roles especially in relation to the outcomes of the **Local Government and Elections Bill**. Work has already begun with Welsh Government and WLGA colleagues in developing actions to address the key findings and this will continue into our 2020/21 work programme.

Llais Cynghorau Cymuned a Thref yng Nghymru - The Voice of Community and Town Councils in Wales

Ebost/Email: tgilmartinward@onevoicewales.wales
Gwefan/Website: www.unllaiscymru.org.uk / www.onevoicewales.org.uk

Our representational role means that ***we have direct interface not only with the Minister for Local Government and Housing but other Ministers*** where our sector's remit extends. During 2019-20 we made several representations to the ***Cabinet Secretary for Local Government and Public Services*** on a range of matters but importantly on the need for greater resources for the sector, the need for skills and capabilities to be developed, devolution of services and asset transfer agenda. During 2019-20 we have extended our

representational role - One Voice Wales' many Councillors across Wales are increasingly able to provide their views on a wide range of policy areas to support our lobbying activities and ***influence government and stakeholder organisations*** in their decision-making. This includes representation on health trust stakeholder forums and several ***Public Services Boards***. These developments have improved and further developed our representational and lobbying roles and we will seek to further develop them in 2020-21.

Some of our other accomplishments over the past 12 months include:

- Hannah Blythyn Deputy Minister for Housing and Local Government attended our National Conference, we held our second newly named ***Innovative Practice Conference*** in July 2019 and our ***7th joint training conference*** with the ***SLCC*** (Society of Local Council Clerks)
- Held our ***3rd National Awards scheme and Innovative Practice Conference***.
- ***Area Committees*** continue to play an influential role locally, with many appointments to Public Service Boards, Local Development Plan Stakeholder Groups, Rural Development Partnerships, Standards Committees and the like now being proposed by Area Committees. One Voice Wales has become much more visible at the local level

As current members are aware, we provide the following services and we are aware from feedback by our members that all aspects of the service are highly valued.

- ***Provision of free legal advice*** from a team of experienced Solicitors which can save members significant time and cost compared with using local solicitors for advice (These savings can in many cases exceed the membership that is payable)
- ***Quality and timely advice and support service*** on topics relevant to member councils.
- ***Training*** for members and staff, including policy seminars and new working opportunities.
- ***General information via our website including a members' area***.
- ***Monthly*** editions of our new '***E- Newsletter***'
- ***Representation*** of the sector on the Local Government Partnership Council.
- Creating ***new opportunities for collaboration*** with national organisations across Wales.

The training and development agenda is another area where much progress has been made during 2019-20. Under the auspices of the ***National Training Advisory Group***, chaired by One Voice Wales, we have continued to refine and develop and extend our training provision to the community and town council sector including a successful bid to Welsh Government for support to update and improve the content of our training materials with the development of 7

e-learning modules. Once again, the breadth of our training programmes has been extended and will be available to members throughout the year. During 2019-20 we provided over 1103 units of training to the sector.

Furthermore, our **Consultancy Services** have been growing at a pace with many councils taking advantage of this service. We are increasingly able to provide 'One Stop Shop' solutions for our members and have supported our councils on **community planning exercises, accountancy services, technical VAT advice, HR and personnel matters including representation at Industrial Tribunals**, assisted in **policy development and health and safety** – and at **costs significantly below market rates**. We are also now able to offer consultancy support in relation to community planning and engagement. Please contact the Ammanford Office if you would like further details on how we can support you through these services.

Importantly our role as a representative body has been significantly improved with a significant growth in our membership during 2019-20 – for the first time **we broke the 620 councils in membership level and at year end we had 625 local councils in membership or nearly 85% of all community and town councils**.

I hope that this summary of current and future developments has demonstrated that One Voice Wales continues to do all it can to represent the sector and provide a high class information and support service for our members.

In order for your council to have a voice in the future of this vital sector of local government, and to benefit from the support provided by One Voice Wales, please complete the Membership Form which will come to you in the post in the next few working days and return to Tracy Gilmartin-Ward at our office in Ammanford.

If you have any further queries relating to membership, please contact the office on 01269 595400 or email: tgilmartinward@onevoicewales.wales

I trust that your Council will give this invitation full consideration and I hope to be able to welcome you into membership shortly. I look forward to working with your council in 2020-2021.

Yours sincerely,



Lyn Cadwallader
Chief Executive

Agenda Item 8.2

Report to Town Council 16th March 2020

Town Council Office Door Access Control

At the last meeting of the Town Council a report was considered on the employer's responsibilities under health and safety legislation and the additional risks to lone workers. There was a major concern due to the complete lack of building security.

Notwithstanding any measures that the Twyn Community Centre Management Committee may take on the external doors to the building it was agreed that the security of the Town Council office should be improved.

The most appropriate access control is considered to be a video intercom with keypad integrated with an electromagnetic lock. Three quotations have been requested from suitably experienced security companies. At the time of writing this report only two quotations had been received.

Quotations in ascending order for supply and installation, excluding VAT, are:

£
1885.00
2040.00

Annual servicing of the equipment if required would be an additional cost.

There is no specific budget for the installation of this equipment, but the requirement has arisen as an operational need following a review of security. The expenditure could therefore be justified and funded from the operational reserve of £10,000. Any budget savings in the current financial year should be utilised to bring the operational reserve back to the agreed sum and as necessary through adjustments within the 2020/21 financial year.

At the request of the Town Council the Town Clerk wrote to the Secretary of the Twyn Community Centre Management Committee with a request to consider making improvements to the building security in the interests of all users / occupiers. The Secretary has advised that the matter is under consideration.

It is recommended that the Town Council proceeds with the access control for the office door and accepts the quotation from CDS Integrated Security Systems in the sum of £1885.00 plus VAT.

Phil Davy

Town Clerk

Case Ref. 20/0070/RET **Site Area:** 200m²
Location: 13 Emanuel Close Caerphilly CF83 1SG (UPRN 000043003069)
Proposal: Retain the change of use of an outbuilding to a holiday rental
Case Officer: Mr J Cooke ☎ 01443 864347 ✉ cookej1@caerphilly.gov.uk
Ward: St Martins **Map Ref:** 313910 (E) 186457 (N)
Community Council: Caerphilly Town Council **Expected Decision Level:** Delegated

Case Ref. 20/0138/ADV **Site Area:** 178m²
Location: Visit Caerphilly Caerphilly Visitor Centre The Twyn Caerphilly CF83 1JL (UPRN 000043036727)
Proposal: Install 2 No. internally illuminated fascia signs
Case Officer: Mr J Cooke ☎ 01443 864347 ✉ cookej1@caerphilly.gov.uk
Ward: St Martins **Map Ref:** 315718 (E) 186967 (N)
Community Council: Caerphilly Town Council **Expected Decision Level:** Delegated

Case Ref. 20/0150/COU **Site Area:** 673m²
Location: Cwtch Comfort Furnishing 100 Pontygwindy Road Caerphilly CF83 3HF (UPRN 000043026958)
Proposal: Change the use from A1 to C3 (7 single bedroom and 2 double bedroom flats) with internal parking spaces
Case Officer: Mr C Powell ☎ 01443 864424 ✉ powelc2@caerphilly.gov.uk
Ward: Morgan Jones **Map Ref:** 315644 (E) 187713 (N)
Community Council: Caerphilly Town Council **Expected Decision Level:** Delegated

Case Ref. 20/0157/FULL **Site Area:** 375m²
Location: 97 Mill Road Caerphilly CF83 3FE (UPRN 000043026697)
Proposal: Erect single storey rear extension
Case Officer: Mr J Cooke ☎ 01443 864347 ✉ cookej1@caerphilly.gov.uk
Ward: Morgan Jones **Map Ref:** 315352 (E) 187452 (N)
Community Council: Caerphilly Town Council **Expected Decision Level:** Committee

Agenda Item 9 Council Meeting 16.3.20

Case Ref. 20/0139/LA **Site Area:** 3384m²
Location: Land At Twyn Primary School Playing Field Southern Street Caerphilly (UPRN 000043091599)
Proposal: Erect single storey Childcare Unit in existing playing fields with off site parking
Case Officer: Mr A Pyne ☎ 01443 864523 ✉ pynea@caerphilly.gov.uk
Ward: St Martins **Map Ref:** 316017 (E) 186937 (N)

Community Council: Caerphilly Town Council

Expected Decision Level: Committee

Case Ref. 20/0176/ADV **Site Area:** 15155m²
Location: Tesco Stores Ltd Unit 5 Gallagher Retail Park Parc Pontypandy Caerphilly CF83 3GX (UPRN 000043045067)
Proposal: Install 1 No. media charger with LCD screen and 3 No. flag pole signs
Case Officer: Mr J Cooke ☎ 01443 864347 ✉ cookej1@caerphilly.gov.uk
Ward: Morgan Jones **Map Ref:** 316165 (E) 188561 (N)

Community Council: Caerphilly Town Council

Expected Decision Level: Delegated

Agenda Item 10.1
 Report to Town Council 16TH March 2020
 List of Payments

Cheque No	Payee	In Respect Of	Amount £
304086	M. Prew	Mayor's Allowance (3 rd payment)	225.00
Internet	Playworks	Salaries (February)	1576.13
Direct Debit	Nest	Pension (February)	27.21
304087	St Martin's OAP Association	Grant	250.00
304088	P Caseberry	Reissued cheque For Christmas light PA Original cheque 304071 cancelled	714.00
304089	Amberol	Replacement planter brackets	28.20

It is recommended that Members note and approve the payments

Agenda Item 10.2
Report to Town Council 16th March 2020
Bank Account Balances

Bank Account Balances as at 3rd March 2020

	£
Community Direct Plus Account	39,451.87
Business Select Account	10,599.25
Business Select Account (Restricted Reserves)	18,553.10

Members to note the information

Agenda Item 11.1 Council Meeting 16.3.20

Caerphilly Town Council
The Twyn Community Centre
The Twyn
Caerphilly
CF83 1JL

Michael TN. Bolous
33 Sunningdale
Caerphilly
CF831BB

E: mbolous2@gmail.com
T: +44 (0)779 1093367

6 February 2020

Dear Sirs,

Donation of Christmas tree to Caerphilly County Borough Council – Christmas 2020

I write in respect of the above matter.

Please find attached a photo of my Christmas tree, currently located in my front garden at 33 Sunningdale, Caerphilly.

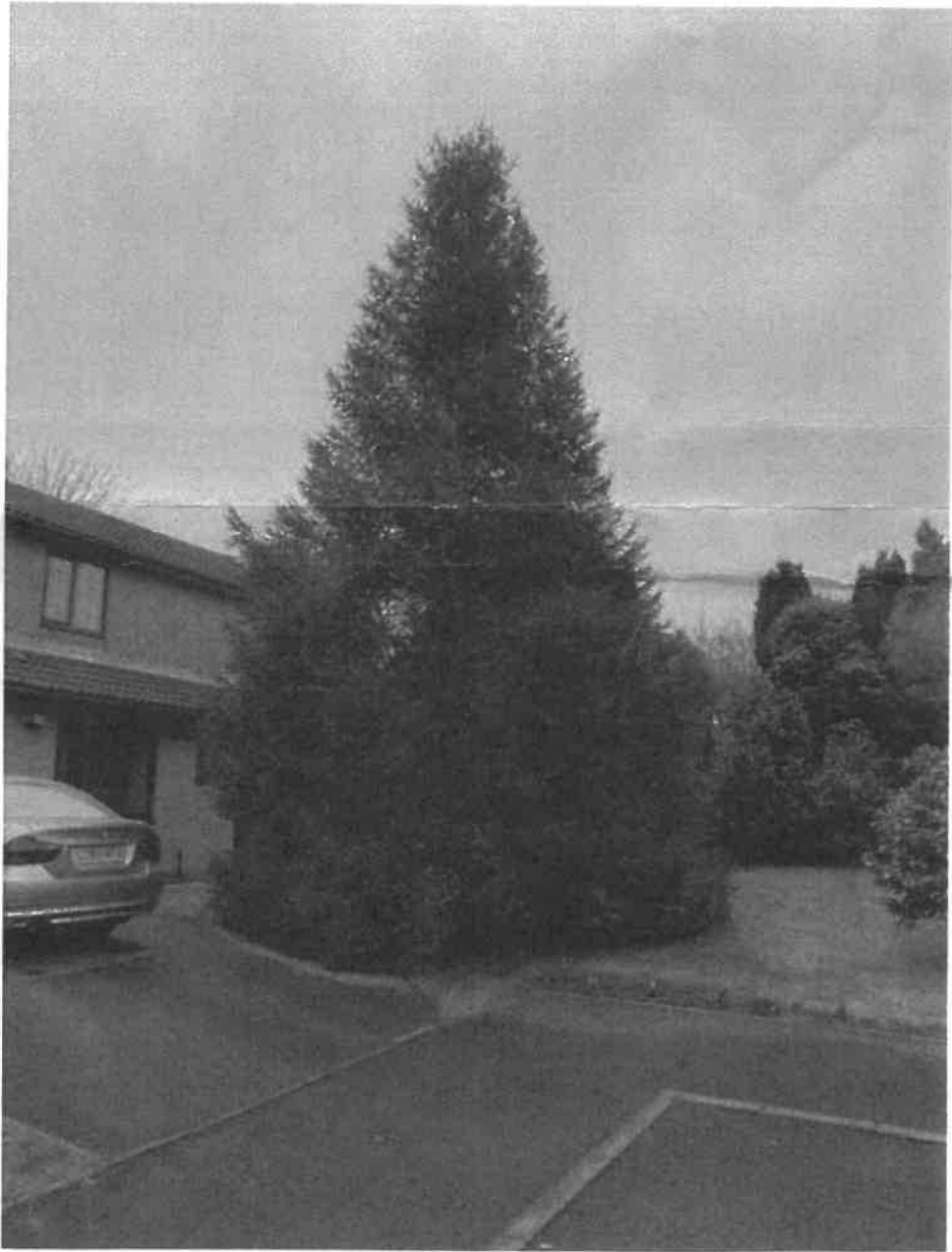
I was wondering if it would be possible to donate this to the Caerphilly Council for placement in the town Centre during the Christmas 2020 festivities. As you can see, the tree is very big and healthy and I feel like it would be advantageous to the Council to have this due to its stature and size.

Obviously the donation would be free of charge, however the Council would have to cut down and remove the tree at the appropriate time in order to do so. Please refer this to the relevant department and look forward to your response.

Yours Faithfully,



Michael TN. Bolous



Tŷ Penallta,
Parc Tredomen,
Ystrad Mynach,
Hengoed CF82 7PG

Penallta House,
Tredomen Park,
Ystrad Mynach,
Hengoed CF82 7PG



Cyfarwyddwr Corfforaethol - Addysg a Gwasanaethau Corfforaethol
Corporate Director - Education and Corporate Services

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Agenda Item 11.2
Town and Community Councils

Council Meeting 16.3.20

Pennaeth
Gwasanaethau
Cyfreithiol a
Swyddog Monitro
Robert Tranter LL.B
Cyfreithiwr

Head of Legal Services &
Monitoring Officer
Robert Tranter LL.B
Solicitor

Eich Cyf /Your Ref/:
Cysllitwch â/Contact:

Mrs C Forbes-Thompson

Ffôn /Telephone:

01443 864279

E-bost/E-mail:

forbec1@caerphilly.gov.uk

Rhif Ffacs/Fax Number:

01443 863154

Dyddiad/Date:

28th February 2020

Dear Sir/Madam

Caerphilly County Borough Council Car Parks Task and Finish Group

The Environment and Sustainability and the Housing and Regeneration Scrutiny Committees have agreed to re-establish the task and finish group to consider council owned car parks. The group was originally set up in 2016 and whilst they had considered most of the evidence and were close to agreeing their conclusions and recommendations they concluded that with the proposal for the council to take on responsibility for Civil Parking Enforcement (CPE), they should delay concluding the review until CPE had been introduced.

The scrutiny committees have therefore reconstituted the task and finish group with new Members, who have agreed to review the evidence submitted to the previous group. You may recall that on 6th March 2017 the task and finish group held an evidence session where Town and Community Councils were invited to give their views on the matter of council owned car parks. In some instances this was provided in writing.

If you were one of the Town or Community Councils who took up this offer I attach a copy of the evidence you submitted and would invite you to either confirm that the views you submitted in March 2017 remain the same or provide any updated or additional evidence to the task and finish group. If however you did not submit evidence to the task and finish group you are welcome to do so at this time.

I would be grateful to receive all submissions by the 31st March 2020, if however you have difficulty due to the timing of your meetings please let me know and I will endeavour to

accommodate any requests. If you have any other queries please do not hesitate to contact me.

The final report of the Task and Finish Group will be considered and approved or otherwise by the Scrutiny Committees before it is forwarded to the Cabinet and, if necessary, Council before a decision is taken to implement any of the report's recommendations.

Yours faithfully



Catherine Forbes-Thompson
Scrutiny Manager

Caerphilly

Consider the introduction of free parking allowances for schools during drop off and pick up hours.

Consider enhanced lighting or the provision of CCTV coverage at car parks for those parking late at night and safer routes to and from car parks.

Statement From Cllr P. Bevan

Y,G,G.Yr Castell has a great deal of difficulty with parents parking actions, which causes the School and local resident issues, which do become fractious.

Some years ago I asked the then officer responsible Mr Dave Eyre, if it was possible to allocate two 20 mins periods one at the start of school and one at the end of school where the car park is free for parents bringing their children to school. He also agreed to a similar approach at the Twyn Primary, but parents did not use it. However the concession works to an extent at the Yr Castell school. There are however still many parents who will park wherever they wish, to the frustration of school and local residents.

I have met Dean Smith on site to discuss further concessions at dinner time, when two different sets of nursery children either leave school having attended for the morning, or attend school for the afternoon. The request is an attempt to train new parents in the free use of the car park, in the hope that when their children start in the main school, that they will have established the habit of using the Crescent road car park.

Use of Council Car Parks for similar concessions for those schools that may benefit from the free use in the County, would make the school run safer. However the only one that comes to mind is the Lewis Girls School Pengam, there may be others.

Agenda Item 11.3 Council Meeting 16.3.20

caerphillytowncouncil@outlook.com

From: Godsall, Tony <GODSAT@CAERPHILLY.GOV.UK>
Sent: 05 March 2020 12:17
To: Aber Valley Community Council; 'argodcc@live.co.uk';
'bargoedtowncouncil@btconnect.com'; 'clerk@btmcc.co.uk'; 'john.hold1@gmail.com';
'caerphillytowncouncil@outlook.com'; 'darranvalleycc@btinternet.com';
'clerk@dwrcouncil.co.uk'; Mortimer, Ceri (Gelligaer CC, Llanbradach & Pwllypant CC);
'maesywmmmercc@yahoo.co.uk'; 'clerk.nelson@outlook.com';
'deb.gronow@gmail.com'; 'Helen Treherne'; 'geraint235@btinternet.com';
'riscaeastcommunitycouncil@outlook.com'; 'clerk2riscatc@gmail.com';
'clerk@vancc.co.uk'
Cc: Lloyd, Marcus; Campbell, Clive; Smith, Dean; Hurn, Rachel; Swarbrick, Tania; Voisey,
Alex; Cllr. Morgan, Sean
Subject: Development of the Council's Traffic Regulation Order Programme

Dear Community / Town Council,

Further to the Civil Parking Enforcement (CPE) seminar that was held on 23rd October 2019, I am writing to seek your assistance in developing the Council's Traffic Regulation Order (TRO) programme and to update you on its delivery.

On the 29th October 2019 an update report was presented to the Environment & Sustainability Scrutiny Committee on Civil Parking Enforcement (CPE). A copy is available at the link below:

<https://sc-aptmod2.corporate.group.local/ieListDocuments.aspx?CId=551&MId=11885&Ver=4>

Members of the Committee recognised the scale of the request for changes to parking related TROs and unanimously agreed with the recommendations on how these should be prioritised, details of which are provided below:

- Initially officers will focus on a countywide TRO to look at what parking restrictions can be removed or reduced that are likely to be uncontentious – **Phase 1 (estimated timescale for delivery 9 months)**
- The second countywide TRO will consider where new parking restrictions are deemed necessary in order to improve safety, reduce congestion and aid public transport – **Phase 2 (to be delivered upon completion of Phase 1)**
- These would afford all wards the opportunity of some early 'wins' to address some of the issues that our proactive Civil Parking Enforcement has thrown up
- All remaining TRO requests will be considered as part of individual TRO area reviews in a future programme of works, as they would be more involved in terms of consultation and engagement – **Phase 3 (to be delivered as a rolling programme of works after completion of phases 1 & 2)**

A consultation exercise has already been undertaken with County Borough Councillors asking if they would review the historic list and confirm that the requests were still necessary/valid and uncontentious and also to suggest additional items that they would like Officers to consider for their wards. This consultation period has now ended and various schemes have been added to the list as a result of the Councillors wishes.

As a result of that feedback the Authority is now seeking your input / views on the lists shown below and ask that you consider if the requested changes are still necessary/valid and uncontentious and whether there are any other additional items that you would like us to consider for your community / town area.

Following your responses, Officers will investigate the feasibility of the requested changes and then prepare a series of detailed consultation drawings for those items listed in phase 1 which can practically be delivered, and you will of course be consulted as part of the Statutory Process of any proposed changes.

Phase 1 - Request for removal of existing Traffic Orders

Council Ward	Location	Description
Morgan Jones	Celyn Avenue	Partial removal of double yellow lines outside 69 Celyn Avenue and side of 48 Mill Road
Morgan Jones	Melville Terrace	Remove limited waiting at side of 58 Pontygwindy Road
St Martins	Western Industrial Est	Remove double yellow lines throughout the estate

St Martins	St. Martins Road/Watford Road	Remove residents parking bay outside 94 to 102 St Martins Road and at side of 114 Watford Road
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Phase 2 - Changes to Traffic Orders on Road Safety / Amenity Grounds

Council Ward	Location	Description
Morgan Jones	Crescent Road	Provision of double yellow lines at crossing point near Eisteddfod gates
Morgan Jones	Sir Stafford Close	Provision of double yellow lines opposite funeral home
Morgan Jones	Bedwas Road	Provision of double yellow lines near DJ tyres
Morgan Jones	Sir Stafford Close	Provision of double yellow lines on bend near No 52
Morgan Jones	Parc y Felin Street	Provision of double yellow lines at entrance
Morgan Jones	Access road Morgan Jones Park from Nantgarw Road	Provision of double yellow lines
Morgan Jones	Gellir Felin	Extension of double yellow lines around bend
St Martins	Claude Road	Extend double yellow lines outside No 130
St Martins	Maes Glas/Meadow Crescent	Provision of double yellow lines at junction
St Martins	Maes Gwyn, Caerphilly	Provision of double yellow lines at junction of Van Road
St Martins	Ffordd Traws Cwm	Provision of double yellow lines near bus stop by lake

St Martins	Lane accessing Aber station car park	Provision of double yellow lines on one side of access road
St Martins	Goodrich flats, Van Road	Provision of double yellow lines outside flats
St Martins	Sports Direct side lane	Provision of double yellow lines full length
St Martins	Market Street	Provision of double yellow lines needed in bus lane as can't enforce footway parking

All other items such as limited waiting, resident parking and all other miscellaneous requests will be considered within the context of individual area / ward TRO reviews. It is likely that these issues will be more contentious and, as a result of the required consultation and engagement, will be more time consuming to progress. A list of the requests received to date is provided below.

Phase 3 – Miscellaneous TRO Requests

Council Ward	Location	Description
Include Permits in Limited Waiting		
Countywide	Countywide review	Amend existing limited Waiting Bays within residential areas to include Resident Permit Holders
Residents Permit Parking Requests		
Morgan Jones	Lawrence Street	Fill gap in Residents Permit Parking Bay between No 29 & 37
Morgan Jones	Caerbragdy, Caerphilly	Residents Permit Parking Request between No's 1 to 20
Morgan Jones	South Pandy Lane	Residents Permit Parking
St Martins	North View Terrace	Residents permit Parking
Limited Waiting Requests		
St Martins	Southern Street	Extend Limited Waiting Bays
Miscellaneous TRO Requests		
St Martins	St Martins Road, Caerphilly	Change existing double yellow lines at any time to Mon-Sat outside church entrance

I would therefore be grateful if you could review the above information and provide me with any comments that you may wish to make by Monday 20th March 2020. My email address is godsat@caerphilly.gov.uk . If you do not respond by this date then it will be assumed that you are in agreement with the information provided and do not have any further items to add at this time.

Yours sincerely

Tony Godsall

Traffic Management Officer (Agency)

Cyngor Bwrdeistref Sirol Caerffili | Caerphilly County Borough Council