**C Y N G O R T R E F C A E R F F I L I**

**C A E R F F I L I T O W N C O U N C I L**

**CLERC Y TREF: MAER Y TREF:**

**TOWN CLERK: TOWN MAYOR:**

**P G Davy Cllr M Prew**

**MINUTES OF THE ORDINARY MEETING OF CAERPHILLY TOWN COUNCIL HELD BY MULTI LOCATION ON 16TH OCTOBER 2023**

**Present:**

Councillor P J Bevan, M Downes, C Elsbury, J Fussell, S Kent, C Lewis, A Broughton Pettit, M Prew, P Reed, D Roberts

**Apologies:**

Councillor J Pettit, J Grenfell

**In Attendance:**

P Hudson, Business Enterprise and Renewal Team Manager, CCBC

J Hillier Raikes, Town Centre Manager, CCBC

R Collins, D Greedy, Gwent Police

P G Davy, Town Clerk

CCBC officers outlined the new town centre management model with an annual audit, quarterly updates, and stakeholder meetings. There was a focus on encouraging businesses to engage by keeping meetings informal. Various funding sources were explained including grants from the Shared Prosperity Fund, and budget allocations to town centre management, Green Team, and Public Realm. The possibility of Business Improvement District (BID) was under consideration and the operation of the business levy was explained.

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**56 MINUTES OF THE ORDINARY TOWN COUNCIL MEETING HELD ON**

**18TH SEPTEMBER 2023**

Minutes of the Ordinary Town Council Meeting held on 18th September 2023 were received and confirmed and signed by the Mayor.

**57 MATTERS ARISING**

Minute 48. Although there had been no response from CCBC on the footbridge it was understood an options appraisal was being undertaken.

**58 COMMUNITY SAFETY MATTERS**

Gwent Police had provided a written statement which had been circulated to Members.

The current main issues:

* Shoplifting, particularly Morrisons
* Regular patrols are undertaken at Asda/Starbucks car park, and Morgan Jones Park
* Operations will be in place for Halloween and Bonfire Night
* Isolated incident on Nantgarw Road dealt with and no ongoing concern

In response to concerns about speeding near Caerphilly Miners and on St Martins Road the police advised that monthly speed gun checks will be undertaken. Other matters raised by Members:

* Lane between Glyn Derw complex and Asda/ Starbucks
* Loose dogs on Castle View estate, police had adopted the Lead Initiative to educate dog owners
* Advice to schools about the dangers of throwing fireworks

**59 TOWN MAYOR’S DIARY**

The Mayor had attended an Air Ambulance event hosted by the Caerphilly Ladies Choir and a visiting choir from Australia; and the Wales Strongest Man at Caerphilly Rugby Club.

**60 ENVIRONMENTAL MATTERS**

The following matters were raised:

* A number of supermarket trolleys had been dumped in the river by Aldi
* The condition of the Virginia Park housing site and how contaminated water will be addressed, an update was requested from CCBC
* CCBC Members had been invited to identify areas in need of weeding

**61 TOWN CLERK’S REPORTS**

1 Tender for the supply of summer floral displays (2024)

Two tenders had been received. For the core service, the supply of plants, there was a price difference of 23% between the two tenders. The company with the lowest price had also tendered for the complete turnkey solution of supply watering and maintenance. This is a benefit to the Town Council in only having to deal with one contractor. The tender evaluation was based on quality (50%) and price (50%). The company offering the complete turnkey proposal achieved the highest marks.

It was resolved:

1 To award the tender for the summer floral displays in 2024 to J S Lee Services Ltd for the turnkey proposal at a total cost of £14000 +vat, and with the option to extend for a further two years (2025 and 2026).

2 The continuation of the contract for 2025 and 2026 will be dependent on the quality of the floral displays supplied and maintained in 2024, and any uplift in costs due to inflation will be negotiated based on CPI in the preceding September for the relevant year.

Councillor J Fussell declared an interest and did not take part in the decision making on this report.

2 CIL / Events Working Group

The Working Group had met on 11 September 2023 and had made a number of recommendations. It was noted that currently there are no CIL projects to be taken forward by the Town Council.

Since the Working Group there had been a meeting with the CCBC ESAG about the Christmas Lights switch on event. Concerns had been raised about public safety due to the large number of people attending the event in 2022. The Working Group had recommended scaling back the event. ESAG had requested additional traffic and pedestrian management measures along Cardiff Road.

It was resolved to accept the recommendations from the Working Group and it was noted that as well as scaling back the Christmas Lights switch on event additional public safety measures were being pursued, including a rolling road closure on Cardiff Road.

3 Q2 Budget Monitoring 2023/24 Financial Year

Expenditure in the period 1 April 2023 to 30 September 2023 was £52,195-27 which represents 38% of the annual estimate approved in November 2022.

The report was noted.

4 External Audit Report 2022-23

The external audit of the Annual Return for the year ending 31st March 2023 has been

completed by Audit Wales. The Auditor General for Wales has issued an unqualified audit opinion. Attention was drawn to a typographical error relating to the value of Fixed Assets.

It was resolved to approve and accept the Certified Annual Return.

**62 PLANNING MATTERS**

A list of all the planning applications received since the last Town Council in September 2023 was included in the agenda as confirmation of consultation by the Local Planning Authority. The applications are now circulated as soon as received on an individual basis from CCBC and it is for Members to identify any matters they wish to raise before the expiry of the 21 day consultation period.

23/0614/RET – it was agreed to raise objections to the retention on grounds of unsuitability of the location in proximity to Caerphilly Mountain.

Councillor J Fussell declared an interest and did not take part in the discussion or decision making on this application.

**63 PAYMENTS AND FINANCIAL MATTERS**

1 List of payments were noted and approved

2 Bank account balances were noted

3 Applications for Financial Assistance

 None had been received.

**64 CORRESPONDENCE**

There were no items of correspondence.

**65 MEMBER REQUESTS FOR FUTURE REPORTS**

There was a request to pass traffic related information received by Councillor P Bevan to CCBC.

The meeting closed at 8.10 pm.