**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 THE CAERPHILLY TOWN COUNCIL HELD BY MULTI LOCATION ON THE 19TH FEBRUARY 2024**

**Present:**

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

**Apologies:**

**In Attendance:**

J Spokes, D Greedy, Gwent Police

P Hudson, H Munro, Caerphilly County Borough Council

P G Davy, Town Clerk

CCBC officers attended to provide an update on projects included in the Caerphilly 2035 Plan.

* Fos Caerphilly due to open in March
* Pentrebane Street – Linc Cymru to build 73 apartments. Concern raised about lack of parking within development proposals
* Transport Interchange – planning permission granted, funding yet to be approved. Clarification sought about availability of footbridge and toilets.
* Leisure Quarter - land assembly underway and proposal for 80 bed hotel
* Caerphilly Castle – phase 1 Great Hall and interpretation due to complete by July. Phase 2 Visitor Centre dependent on funding
* Leisure Centre due to commence construction in 2024
* Cultural Centre – community interest company formed to take forward proposals for Workman’s Hall
* Coach pull in Castle Street due to commence March

 Members felt there was an urgent need to address a parking strategy for the town. Concern was raised at the extent of disruption to the town with the various building

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 works. Attention was drawn to the employment opportunity of the vacant DWP office building on Claude Road.

**88 MINUTES OF THE ORDINARY TOWN COUNCIL MEETING HELD ON 15TH JANUARY 2024**

Minutes of the Ordinary Town Council Meeting held on 15 January 2024 were received and confirmed and signed by the Mayor when practical.

**89 MINUTES OF THE EXTRAORDINARY TOWN COUNCIL MEETING HELD ON 5 FEBRUARY 2024**

Minutes of the Extraordinary Town Council Meeting held on 5 February 2024 were received and confirmed and signed by the Mayor when practical.

**90 MATTERS ARISING**

No matters arising.

**91 COMMUNITY SAFETY MATTERS**

A written police report highlighted:

* Low level of incidents of ASB in January, but problems at Asda continue
* Non life threatening isolated stabbing incident
* Homelessness within the town
* Operation Sherwood relating to Caerphilly Mountain layby
* Trading Standards underage sales of vapes test purchases
* Fake £50 notes being used in local shops

Members raised the following:

* Pavement parking and respective responsibilities for enforcement between police and local authority

**92 TOWN MAYOR’S ANNOUNCEMENTS**

The organiser of Winter Wonderland had agreed to make a donation to the Mayor’s charity.

**93 ENVIRONMENTAL MATTERS**

Concern was raised about the number of potholes in Crescent Road.

**94 TOWN CLERK’S REPORTS**

1 Risk Management

Members reviewed the Risk Assessment for 2024. The overall risk environment is low but cyber security and event management remain the highest risks for the Town Council. It is not possible to eliminate all risks, but the control environment seeks to minimise the likelihood of the risk arising and mitigate the impact if the risk does materialise.

It was resolved to approve the Risk Assessment for 2024.

2 Events Working Group

A meeting of the Events Working Group took place on 22 January 2024 and the recommendations arising from this meeting were considered.

It was resolved:

1 To confirm there will be no fireworks display at Caerphilly Castle in November 2024 due to the continuing building and conservation works resulting in the unavailability of the launch sites.

2 The Christmas Lights switch on event will be held on 15 November 2024 and the event plan will need to address those issues raised in the debrief at the Working Group.

3 To approach CCBC in respect of relocating the Christmas Lights switch on event onto the Twyn car park due to the large numbers attending in 2022 and 2023.

4 To support the continuation of the Lantern Parade combined with the Winter Food and Craft Fair on an ongoing basis.

5 To approve the following sponsorship allocations:

 £

 Caerphilly Food and Drink Festival 500

 Pride Caerffili 400

 Flower Festival 7000

 Megaday 4000

 Cheese Festival 1750

 Menter Iaith Summer Event 1300

 Caerphilly Arts Competition 1050

 Caerphilly Sports Awards (table sponsor) 50

It was further resolved:

6 The list of volunteer stewards to be updated with recruitment as necessary, including approaching those individuals who act as stewards at CCBC events. Payment should be made equivalent to the rate adopted by CCBC at their events.

**95 PLANNING MATTERS**

A list of all the planning applications received since the last Town Council in January 2024 was included in the agenda as confirmation of consultation by the Local Planning Authority. The applications are circulated as soon as received from CCBC on an individual basis and it is for Members to identify any matters they wish to raise before the

expiry of the 21 day consultation period. No comments have been made on any of the applications listed.

Councillor J Fussell declared an interest.

**96 PAYMENTS AND FINANCIAL MATTERS**

1 List of payments were noted and approved.

2 Bank account balances were noted.

**97 CORRESPONDENCE**

Correspondence had been received from Councillor S Morgan, Chair of Gwent Public Services Board which drew attention to workshops that were being convened to discuss the priorities of the Gwent Public Service Board. The correspondence had been circulated to Members prior to the meeting. It was left to individual Members to apply for a ticket if they wished to attend one of the workshops.

**98 MEMBER REQUESTS FOR FUTURE REPORTS**

There were no requests.

**99 NOTICE OF MOTION**

Councillor J Pettit had submitted a notice of motion that the Town Council should submit an application to be awarded city status. The motion was seconded by Cllr A Broughton Pettit.

Following debate the motion was rejected by the majority of Members present.

The meeting closed at 8.30pm.