



CAERPHILLY TOWN CENTRE MANAGEMENT GROUP

MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES, PENALLTA HOUSE ON TUESDAY, 3RD JUNE 2014 AT 2.00 P.M.

PRESENT:

Councillors:

P J Bevan, C. Elsbury, C. Forehead, J. Fussell, K. James, B. Jones, S. Kent, M. Prew

Together with:

Mrs. M. Hall (Community Councillor), Mr. K. Williams (Clerk Caerphilly Town Council), Mr. T Payne (Cadw), Mrs. S. Cooper (Caerphilly Access Group), Inspector G. Jones (Gwent Police), CSO John McDonnell (Gwent Police), Mr. Tidridge (Heol Trecastell Residents Association), Mr. K. Robottom (Caerphilly Residents Association)

Also:

A. Highway (Town Centre Development Manager), A. Dallimore (Team Leader – Urban Renewal & Conservation), S. Wilcox (Assistant Town Centre Manager), M. Godfrey (Environmental Health Officer), G. Richards (Highways Maintenance Manager), P. Hudson (Marketing & Events Manager), A. Jones (Clerk)

1. APPOINTMENT OF CHAIRMAN

Mr Highway opened the meeting and asked for nominations for Chairman. Councillor C. Forehead was nominated and seconded and all agreed, Councillor Forehead accepted the position and continued with the meeting.

2. APPOINTMENT OF VICE CHAIRMAN

Councillor Forehead asked for nominations for Vice Chairman. Councillor B. Jones was nominated and seconded and all agreed. Councillor Jones accepted the position.

3. APOLOGIES FOR ABSENCE

Councillors: E.M. Aldworth, D.T. Davies, E. Forehead, J. Pritchard, Professor R Deacon (Community Councillor), Mr. J Dilworth (Clerk Van Community Council).

4. DECLARATIONS OF INTEREST

Mr. K. Williams (Clerk Caerphilly Town Council) declared an interest in item 10 on the agenda as the town council have requested funding.

Councillor Elsbury declared an interest in item 11 on the agenda, as he knew the person who had donated the monies for the plaque.

5. TO NOTE THE PREVIOUS MINUTES ON 11TH FEBRUARY 2014

Mr. Robottom requested that his apologies be noted for previous meeting as he did send apologies and was not listed.

Councillor B. Jones requested that a slight amendment be made to item 4 on the minutes by placing a comma after the word father in the first paragraph.

The minutes were then taken as read.

6. 'A' FRAMES PROTOCOL

Mr. Richards informed the group that the policy presented to the group is now in place. If there are any contentious issues raised the protocol can be revised and any feedback will be considered.

Councillor Elsbury asked for confirmation as to whether insurance will need to be checked each year to ensure businesses are covered.

Mr. Richards advised that insurance is checked annually and any queries would be referred to the Council's Insurance Department.

Councillor Bevan raised concern about the fruit and vegetable shop near the zebra crossing in Cardiff Road as they display a lot of their wares on the pavement.

Mr. Richards advised that the owners do own a section of land outside the shop but as long as they do not go on to the Council land it should not be a problem. It was identified that they also display things by placing them on the fencing.

Mr. Richards informed the group that there is a question as to whether or not this adds vibrancy to the town centre. The application will be vetted and anything contentious will be referred to the Head of Service for a decision to be made.

Councillor Fussell requested clarification on signage that is currently up in the main street pointing visitors to their businesses in the side streets. Does this protocol cover these signs and if so it may be worth looking into fingerposts to direct visitors to the shops in the side streets. Mr. Richards advised that this is under the protocol.

The contents of the report were noted.

7. AIR QUALITY UPDATE

Ms Godfrey apologised to the group for not being able to attend the previous meeting. The consultation from December to March only received one response from a resident in Lansbury Park supporting what was being undertaken and no other responses for anyone else.

The group were advised that the Air Quality Action Plan is going to Cabinet on 4th June. Once all comments passed back it will then go through a procurement process for consultants to be appointed. It is anticipated that this should all be in place by mid July.

There is an issue with regards to finance but Welsh Government are making grants available, however the council cannot apply for modelling.

The air quality area has expanded to include Nantgarw Road, this is a working document which can be amended, any suggestions could they be passed direct to Ms. Godfrey.

Ms. Godfrey was thanked for the update and then left the meeting.

8. MORGAN JONES FORMER LIBRARY UPDATE

Mr. Dallimore advised that there are four options and a report setting out the options has been prepared to go to Cabinet. Colin Jones will be attending to take any questions on the report.

The options for Cabinet to consider are:-

1. Sell the property on the open market
2. Dispose of CCBC's interest in the property to a party with the best business case
3. Conduct an asset transfer exercise to a third sector organisation
4. A staged approach where option 1 is tried first, then options 2 and/or 3 if this fails.
5. Councillor Bevan enquired as to which organisations have expressed an interest in the building.

Councillor Prew advised that a number of organisation have expressed an interest to take over the building which include the Caerphilly Cwrt Rawlin football team and others but until the report has gone through Cabinet no decision will be made.

Mr Dallimore advised that the group would be kept updated on the position.

9. "CHOOSE THE HIGH STREET"

Mr. Highway presented his report, which informed the group that since the Christmas campaign feedback was brought to the group. Town Centre Management has been working on a number of platforms to raise consumer choice throughout the towns.

The aim of the campaign is to increase importance of supporting local retailers by promoting their businesses and raise awareness of consumer choice. Support the High Street, increase footfall and encourage new businesses. Advertising will continue in a number of ways such as banners, billboards, twitter, facebook and youtube.

As part of the advertising, 5,000 bags have been ordered and will be distributed from Customer First centres and libraries in each of the five towns; all members were given a bag. Information will be going out to all businesses and local banks have been contacted and provided with leaflets to provide to potential new businesses.

Councillor Bevan asked if the discount card worked. Mr. Highway advised that it was not really achieving what it should have done and the scheme was a lot of hard work with not much coming out of it.

Mr. Highway advised that the next stage for "Choose the High Street" is to link up with Mr. Hudson's team to hand out leaflets and bags at all the events being carried out in the towns.

Councillor Jones raised a possible vacant building in the town, which is Wimpy. It seems that the premises has been vacated and this could be a prime location for a new business.

Mr. Highway was thanked for the report.

10. FLOWER FESTIVAL FUNDING REQUEST FROM TOWN COUNCIL

Mr. Highway informed the group that a request for funding has been received from the Town Council and read out the report.

The group were advised that the area forum budget has £14,182.00 available and invited the group to vote on the request for funding of £1,500 for the flower festival event.

The vote was put to the group and 12 voted in favour. The motion was carried.

It was requested that the Town Centre Management Group be noted as contributing to the event but was advised by Mr. Williams that leaflets had already been printed so could not be changed.

Mr. Highways suggested that at the awards presentation the group could be mentioned then as contributing to the event.

11. CAERPHILLY TOWN CENTRE SENGHENYDD MINING DISASTER MEMORIAL

Mr. Dallimore referred the group to the report and advised that Dolmans Solicitors approached the Council with a request to install a plaque outside Caerphilly Library to commemorate the mining disasters which occurred at Universal Colliery, Senghenydd. A local gentleman, recently deceased, has bequeathed the plaque.

The design was left for the Council to decide and the draft image was included in the report. Mr. Dallimore advised that the heritage group in Abertridwr has agreed the wording.

The dimensions will be 0.8m x 0.8m and produced in bronze.

Councillor Fussell asked if the design could be changed to the image of the girl with a younger sister instead. Mr. Dallimore advised that this could be passed back to the design group and a final decision will be made.

Concern was raised over the location of the plaque as it is going to be placed on the pavement and could be a hazard for tipping over or slippery. The location is also an area where vehicles park on the pavement as well.

Mr. Dallimore confirmed that they could possibly consider moving the location closer to the library entrance and all factors will be taken into consideration.

Recommendations moved

12. SUMMER EVENTS

Mr. Hudson apologised for not being able to provide the information previously. The group were advised that there are two events that will not be going ahead this year, which are the Tour of Britain and Proms in the Park.

Mr. Hudson ran through the events for the year and advised that there will be additional stewards to control access to Heol Trecastell, Brynccenydd and Bondfield Park. There will be

additional cones placed along St. Martin's Road.

There is a play day event, taking place in Morgan Jones Park on the 6th August. This is not an event run by the events team as it is funded by GAVO and they have asked for advice on holding the event. Mr. Hudson's team is seeking to offer support to the event.

Mr. Tidridge asked if there were specific areas for disabled parking for the event. Mr. Hudson advised that there would be drop off points on Crescent Road and provision with the 'park and ride' locations and regular scheduled bus tops used.

Caerphilly Access Group questioned whether the event would have walkways in place on grassed areas as this could be a problem for disabled users. They are happy to provide any assistance to the events holder. Mr. Hudson will feedback concerns to Park Services.

13. CAERPHILLY AUDIT

Caerphilly access group informed the group that there was a complaint submitted with regards to a number of issues with disabled doors being too heavy and not wide enough, toilet roll holder being too high to reach at the library and it has been brought to their attention that the response sent states that all works were done with approval from the access group. This is not the case.

The access group felt that the inspector was ignoring their concerns with regards to these issues.

Councillor Bevan advised that builders could appoint their own inspector as it does not have to be an inspector from the Council.

Councillor Jones stated that this was very unfortunate as the Council strongly supports the access group.

Mr. Highway requested that the group were provided with an update on homeless people in the town from the police.

Inspector Jones advised that there is an emerging trend with growth of homeless people across the towns. The police have been monitoring this on their patrols and other agencies such as Age Concern and Drug Aid Cymru are supporting these individuals

Mr. Highway advised that Age Cymru have submitted an application for shutters to be put up on their shop front due to homeless people sleeping in the doorway and during the nights have been subjected to individuals passing them and urinating on them.

Inspector Jones confirmed that police do carry out patrols to move people on. Any offence being committed will be dealt with accordingly. Support is provided to homeless and night shelters are available but unfortunately individuals choose not to use them.

There has been an incident recently where a number of homeless people have been residing in a property in Park Lane and the appropriate action has been taken and notices served.

A further meeting has been arranged for the 10th September to review this issue.

The police were thanked for their work and Mr. Highway wished to thank the Cleansing Team for their work also.

There were no other issues raised from the audit

The meeting closed 3.33 p.m.

CHAIRMAN