



## **RISCA TOWN CENTRE MANAGEMENT GROUP**

### **MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN PARK ON TUESDAY, 24TH JUNE 2014 AT 2.00 P.M.**

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PRESENT:

Councillors:

N. George, K. James

Together with:

B. Hancock (Community Councillor), D. Hobbs (Community Councillor), G. James (Clerk Risca East)

Also:

A. Highway (Town Centre Manager), A. Dallimore (Team Leader – Urban Renewal and Conservation), T. White (Waste Strategy and Operations Manager), P. Hudson (Marketing and Events Manager), A. Jones (Clerk)

#### **1. APPOINTMENT OF CHAIRMAN**

The meeting was delayed from commencing, as not enough members were present to nominate and elect the Chairman. Mr. Highway left the meeting to discuss the protocol and how the meeting should proceed under the terms of reference with Officers in Legal Services. At 2.28 p.m. Angharad Price, a Barrister from Legal Services, came into the meeting and advised the group that the meeting could continue with the previous chair overseeing the meeting and that the voting of the chair be delayed until the next meeting.

At 2.30 p.m. Councillor George opened the meeting and advised that this item will be adjourned to the next meeting

#### **2. APPOINTMENT OF VICE CHAIRMAN**

Councillor George advised that this item would also be adjourned to the next meeting.

#### **3. APOLOGIES FOR ABSENCE**

E.M. Aldworth, D.T. Davies, P. Griffiths, D. Rees, M. Parker (Community Councillor), Ms. C. Mortimer (Clerk Risca Town Council), S. Wilcox (Assistant Town Centre Manager).

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**5. TO NOTE PREVIOUS MINUTES OF MEETING DATED 18TH FEBRUARY 2014**

The previous minutes were taken as read.

**6. RECYCLING COLLECTIONS FROM COMMERCIAL LANE**

Mr. White introduced himself to the group and apologised for not being able to attend previous meetings. Members were advised that the report presented to the group previously was the result of the Task and Finish Group, which was set up to look at where the recycling bins were collected.

Mr. White advised the group that the vehicles are far too large to travel down commercial lanes and there is nowhere for the vehicles to turn around if the BT site at the bottom of the lane is locked. Reversing vehicles has resulted in a number of accidents and this would not be possible in this area due to the size of the vehicles, which have been increased in size to enable larger amounts of waste to be collected.

Whilst members of the committee were dissatisfied with the decision they understood the reasons given and accepted that not collecting recycling from the lane was the safest option.

Mr. White was thanked for attending and for his report and then he left the meeting.

**7. A FRAMES PROTOCOL**

Mr. Highway advised the group that the report was for information as it has been brought to the group previously. If there were any concerns over the report they were to be made to Mr. Highway for him to take to the service area.

**8. CUCKOO STATUE**

Mr. Dallimore advised that there were 4 issues raised with this area.

The first issue is the location of the cuckoo statute and whether or not it could be moved to a different location. Mr. Dallimore advised that this could not happen until money is available.

The second issue is the cleanliness of the site. Mr. Dallimore informed the group that the owner is responsible for maintaining cleanliness of the site and if the Council were to arrange for the area to be tidied up, then consent from owners would be needed.

The Council will contact the owners and request that they maintain the site on a regular basis.

The third issue is the slow worms and whether or not they could be relocated. Mr. Dallimore advised that the Council's ecologist has stated that the slow worms could be removed but this would be at a cost. There are currently no funds available for this to be carried out.

The ecologist is looking into the possibility of spreading where the slow worms are housed around the plinth so that it is more aesthetically pleasing.

There is also a possibility that the slow worms could be housed underground beneath the statue. Costs will be looked at, but consent from the landowner would also be required.

The fourth issue is the advertising on the railings and fencing. Mr. Dallimore has spoken to the planning department who have confirmed that enforcement action will be taken for those who have not complied with planning legislation.

Members did confirm that since the last meeting they have noticed some of the advertisements have been removed.

Mr. Dallimore advised that highways and appropriate action taken would monitor this.

## **9. UPDATE ON TOILET BLOCK MURALS**

Mr. Dallimore informed the group that the budget is available and designs agreed. Artist is free from 6th July to start works. Timeframe is 4 weeks dependant on the weather.

Chairman advised that the Community Council has agreed to pay to keep the toilets open on Sundays. Councillor Hancock raised concern over individuals abusing toilet block and is disappointed that these acts could result in toilets being closed if not monitored. This will be taken back to the community council.

Councillor Hancock raised concern over the amount of weeds surrounding the toilet block. Mr. Dallimore confirmed that Parks undertake spraying to kill the weeds and this will happen 3 to 4 times.

## **10. 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.

As part of the advertising, 5,000 bags have been handed out from the Customer First offices across the County Borough; all members were provided with 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.

Advertising will continue in a number of ways such as banners, billboards, twitter, facebook and youtube.

Mr. Highway informed the group that his team would see how the campaign goes through the summer and feedback at the next meeting.

Chairman thanked Mr. Highway for his hard work and report.

## **11. TOWN CENTRE IMPROVEMENT GROUP ENVIRONMENTAL AUDIT-PROCESS CHART**

Mr. Highway ran through the procedure explaining how the items are placed on the agenda and presented the chart to members for guidance.

## 12. RISCA AUDIT

Mr. Hudson informed the group that this exciting event is different from any other events they have put on. The theme is the Wild West, titled Hoe Down and Show Down and leaflets will be distributed shortly.

It is all-American themed and will include catering, funfair rides, shooting galleries and Country and Western music. There will also be a marquee with hay bales. The number of stalls is restricted for health and safety reasons as in the past a number of gazebos have blown over.

Mr. Hudson went on to say that feedback from the Christmas event was disappointing due to clash of dates with other events in the borough.

Mr. Highway confirmed that the event will go on the next audit report and Mr. Hudson will then be able to provide an update.

Mr. Dallimore advised that the new footbridge rear of Lidl's is still an ongoing matter and he will go back to Legal for an update as there is still an issue where Lidl's solicitors and Tesco's solicitors have not been corresponding with us.

Councillor Hobbs asked if Tesco decided to not go ahead with the bridge what would happen. Mr. Dallimore advised that there is no legal commitment however Lidl's would have to consent. All concerns will be referred to our Legal Department and Mr. Dallimore will report back.

Mr. Highway advised that this item will remain on the audit and any updates will be provided.

Mr. Dallimore informed the group that the Town Centre Action Plan has been presented to full Council and is now an official document. Councillor Hancock requested that the town council be more involved in any future matters in relation to the Town Centre Action Plan. This will be noted and Mr. Dallimore will look to build further relationship with the town council.

There were no further issues raised on the audit.

Meeting Closed at 3.14 p.m.

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CHAIRMAN