



## **CAERPHELLY TOWN CENTRE MANAGEMENT GROUP**

### **MINUTES OF THE MEETING HELD AT PENALLTA HOUSE ON WEDNESDAY, 10TH JULY 2013 AT 2.00 P.M.**

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PRESENT:

Councillors:

E. M. Aldworth, C. Elsbury, D. T. Davies, C. Forehead, E. Forehead, J. Fussell, K. James, S. Kent, J. Pritchard.

Together with:

Professor R. Deacon (Community Councillor), Mrs. M. Hall (Community Councillor), Mrs. S. Cooper (Caerphilly Access Group), Mr. K. Robottom (Caerphilly Residents Association), Mr. E. Talbot (Federation of Small Businesses).

Also:

A. Highway (Town Centre Development Manager), S. Wilcox (Assistant Town Centre Manager), A. Dallimore (Team Leader – Urban Renewal & Conservation), M. Godfrey (Environmental Health Officer), J. Higgs (Engineer), G. Thomas (Principal Engineer), R. Barrett (Committee Services Officer), A. Jones (Complaints Officer).

#### **1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

It was agreed that Councillor Christine Forehead be appointed as Chairman and she formally took up her position

It was agreed that Councillor Elaine Forehead be appointed as Vice Chairman.

#### **2. APOLOGIES**

Councillors: P.J. Bevan, B. Jones, M. Prew, Mr. M. Newman (Town Councillor), Mr. J. Dilworth (Clerk Van Community), Mr. K. Williams (Clerk Caerphilly Town Council), K. Peters (Community Safety Manager).

#### **3. DECLARATIONS OF INTEREST**

Andrew Highway drew everyone's attention to any declarations of interest and read out the statement. There were no declarations of interest.

A request was then made to the group to move the agenda items around to enable Officers to leave the meeting early.

**4. MINUTES OF PREVIOUS MEETING HELD ON 13TH MARCH 2013**

Mr. E. Talbot would like it noted that the remaining monies from the Malcolm Uphill Plaque would be donated to local charities as previous minutes stated that they had been.

The remainder of the previous minutes were taken as read.

**5. REPAIR TO RAILWAY BRIDGE**

Julian Higgs explained to the group the need for the repair work to the railway bridge to be undertaken this will enable additional services from Caerphilly station to go ahead. Julian confirmed that the original plan for the works to commence was the 14th July but the works were brought forward to the 7th July and have now been completed.

Councillor Fussell passed on his thanks for the swift response on this matter.

**6. AIR QUALITY**

Maria Godfrey reminded the group that last time she presented an update on air quality within Caerphilly Town Centre, there were certain 'hot spot areas' around the existing Caerphilly Town Centre Air Quality Management Area that were showing high levels of nitrogen dioxide. Nantgarw Road area had recently been the subject of a detailed assessment of air quality. The result of the modelling study within this report was very borderline in that the result was very close to the air quality objective limit of  $40\mu\text{g}/\text{m}^3$ . The Authority tried to justify to Welsh Government within that report that no further action was required within this area. Due to certain limitations of modelling studies, Welsh Government did not accept this conclusion and advised that the existing Air Quality Management Area be extended to incorporate the areas along Nantgarw Road and Ton-y-Felin Road and that an update report be submitted detailing this course of action.

Maria advised that her department are currently working on the recommendations of the revised report submitted to Welsh Government which confirms that Caerphilly Town Centre AQMA is to be extended. In addition, the Air Quality Action Plan for Caerphilly has recently been drafted and will look at the Caerphilly Basin as a whole. Maria advised that the proposals for the newly extended AQMA will be presented to Cabinet for endorsement on 1st October and shortly after this consultation on the Action Plan for Caerphilly will start. Caerphilly Members were advised that they will receive invites for a Member update presentation prior to the start of the consultation process.

Professor Deacon asked for clarification as to what the health risks were from nitrogen dioxide. Maria explained to the group that the health implications are respiratory problems and particularly effects people who already have respiratory problems such as asthma etc.

Maria explained that the Caerphilly Action Plan details schemes that are being taken forward with the aim of reducing vehicle emissions such as walking buses in schools, working with the bus companies and Caerphilly residents and promoting more sustainable modes of transport.

Councillor Kent wanted to know that if when this goes public there would be a large number of calls expected. Maria advised that previously when the area was designated around White Street/ Bartlett Street, there were no calls received from the public.

## **7. WELSH WATER WORKS**

Andrew Highway read through the report provided by Steve Hodges, which confirmed the estimated time for the closure is 10 weeks.

The bus lane in Market Street will be lost but Welsh Water are working to alleviate any disruption.

Town Centre Management has met with the store managers of Tesco, Iceland, Superdrug, and the Florist to establish their delivery times and requirements and these have been passed to Welsh Water and Steve Hodges.

Mr. Robottom advised that residents in Windsor Street need to be consulted as access for the lane is an issue. This will need to be taken up with the Highways Department.

Councillor Elaine Forehead asked for clarification as to whether or not the works will effect businesses in the run up to Christmas.

Mr. Talbot also has concerns about the timing of this as this will cause a lot of disruption and said it is a bad time to close off sections of Cardiff Road. Andrew advised that according to the information he had at present Cardiff Road would not be closed.

It was highlighted by both Councillors Elaine & Christine Forehead that previous utility works were a disaster and they hoped lessons has been learned.

It was confirmed that the works should be completed before Christmas.

Storeowners will be kept informed by Welsh Water regarding the works.

Councillor Fussell has spoken to members of stores on Cardiff Road who have stated as the work is going to be carried out during the nights then this is acceptable as obviously they do not want the road to be closed during the day.

## **8. COMMUNITY CINEMA**

Councillor Pritchard confirmed that since the last meeting a number of enquiries have been made with regard to holding this event. Councillor Pritchard asked Councillor Tudor Davies to provide any advice as Bargoed already runs this event successfully.

Councillor Davies confirmed that he does not mind sharing the success of the events that Bargoed hold and advised the group that to organise the event there has to be a balance to ensure that residents do not get affected which is the biggest factor. There is an element of trouble from youths so you have to ensure that there are safety wardens present and private security arranged. You need to ensure the public liability and safety of people as in Bargoed the event has received up to 1500 attending.

There is a lot of work involved in organising the event, to close off the road, arrange for the screen to be set up, advertising banners in the town, delivering leaflets and promoting the event and this is all extra on top of the costs of the event. When organising the Bargoed events, which take place in March and September, the Town Council arrange for free drinks and chocolates for the children.

Councillor Pritchard asked for clarification as to what groups are involved in setting up the event. Councillor Davies advised that the event is organised with assistance from the Town Council, Officers of the Authority and the County Council.

## **9. LIBRARY UPDATE**

Allan Dallimore advised the group that the works have been running smoothly and the Project Manager is now making sure that the building is windproof and watertight. They will then be focusing on the internal works and the contractor will be looking to agree a hand over date of late October. It is anticipated that the opening will be just before Christmas.

Allan confirmed that he would now be able to arrange for the Caerphilly Access Group to have a site visit.

## **10. FLOWER FESTIVAL**

Steve Wilcox updated the group on how popular the event was and he used photos to show how the event was so successful.

Councillor Elsbury, as the Town Mayor, attended the event and told the group that this has been the 8th year for the event to be run and that it was very successful. The displays arranged by the churches are very much a community event and well organised by the Town Council, the churches, Economic Development Section and this Forum.

People come from all over the place and in particular Councillor Elsbury made reference to a couple from Finland who commented on how well the event was received.

Councillor Elaine Forehead would also like to thank the Council for the beautiful displays of flowers throughout the town as well as those displays within the churches and chapels.

Professor Deacon would like it noted that invites to the opening of the event did not go out to the Van Community. He also asked was why St. Martin's Church did not participate in the event.

Councillor Elsbury was not able to state why St. Martin's Church did not participate.

Councillor Elsbury was asked if the open top bus tour was a success. Steve Wilcox confirmed that it was very successful and only encountered a problem when travelling up the mountain with overhanging branches that were too low.

## **11. QR CODES**

Allan Dallimore was able to show the group visuals of that QR Codes would like. These were rectangular bar codes that would be positioned around areas of particular interest. There have been sites identified such as Tommy Cooper Statue, Dragon Wood Carving, Eisteddfod Arch and The Twyn Community Centre.

There is a small budget but Allan needs to visit each site to see what is required to enable the codes to be placed there. It will be approximately 4 to 6 weeks before they are installed.

Allan is going to also check to see if there is any way that advertising could be placed at each of the sites.

Professor Deacon queried as to why the Castle was not identified as an area for the QR code. Allan advised that the Castle is not included as Rhodri is looking for the quirkiest element and not the obvious areas of interest.

Councillor Fussell asked whether or not there is a limit on the number of locations that these QR codes are placed. Allan advised that the area of interest is along the cycle route so there would be a top line.

## **12. TRAVEL PLANNING**

Gemma Thomas provided the group with an update that Sustrans are working with CCBC officers to develop the travel plan.

Households will be contacted to encourage residents to change the way they travel. This will be done by door-to-door knocking and by phoning residents asking for those interested to take up the challenge of changing the way they travel.

Councillor Fussell added that it is a brilliant idea as traffic is congested at times and this would also assist with reducing the nitrogen dioxide in the town. He asked if there is anything to encourage cycle use in Caerphilly town.

There is a Travel Hub which is up and running at Caerphilly Visitors Centre that is open from 10.00 a.m. until 5.00 p.m. where people can call into for information to encourage sustainable travel and to promote cycle routes. As part of the Hub, Sustrans have considered the possibility of pool bikes but it is unclear what the current position is.

Sustrans are keen to work with community groups, businesses etc. They will provide a pack with all the guidelines and advise on how to change the way in which we can travel.

Sustrans have produced travel maps, which have not been finalised yet to cover areas that include Caerphilly, Llanbradach, Aber Valley, Bedwas and Trethomas.

Councillor Kent asked whether consideration could be taken with regards to the colours on the final draft of the maps as the ones shown to the group did not have enough high impact and also the possibility of symbols being used. Gemma explained that there is room for change on the maps and she would take this back with her.

It has been very successful in urban areas across Europe and on average it shows that there has been an increase in cycling and walking.

## **13. SKATEBOARDING**

There was no report provided. The Chair therefore recommended moving this item to the next agenda.

## **14. FEEDBACK ON 10K RUN**

Andrew apologised that Paul Hudson was not able to attend and read through the report. Jamie Baulch started the event and there were 1,700 entrants in the race. There were 60 different countries represented.

The event was very successful and the participants commented on how good the route was and how they would return for the next one. They did state that the route should remain the same for any future event.

There is anticipated that the number of entrant could be increased hugely for the next race due to its success.

Mr. Talbot had been approached by a number of people within the Castle Park, Lansbury Park and the outskirts of the town that were not aware of the event taking place. Andrew will feed this information back to Paul Hudson.

Caerphilly Access group had one complaint with regards to the lack of pre-advertising.

Councillor Ken James stated that the success of the race is quite positive. There are one or two areas of concern that have been raised, however, the event was well advertised and the comments in favour outweigh the negatives.

Paul Hudson and his team are to receive thanks for all their work in organising this event.

**15. AUDIT**

The damaged bollard outside Tesco is due to be repaired as an emergency tomorrow. The residence of travellers at the Park and Ride Car Park has been re-opened as they returned again last week.

The remainder of the Audit was taken as read.

The meeting closed at 3:07 p.m.

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CHAIRMAN