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**Date: 10th January 2017**

Dear Sir/Madam,

A meeting of the **Caerphilly County Borough Council Car Parks Task and Finish Group** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Monday, 16th January, 2017** at **2.00 pm** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink that reads 'Chris Burns'.

**Chris Burns**  
INTERIM CHIEF EXECUTIVE

## A G E N D A

1 To appoint a Chair.

2 To receive apologies for absence.

3 Declarations of Interest.

Pages

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and Code of Conduct for both Councillors and Officers.

To approve and sign the following minutes: -

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- 4 Caerphilly County Borough Council Car Parks Task and Finish Group held on 28th September 2016.

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To receive and consider the following report(s): -

- 5 Summary of Actions and Findings To Date (Presentation).

**Circulation:**

Councillors M.A. Adams, Mrs E.M. Aldworth, J. Bevan, N. Dix, C. Elsbury, R.W. Gough (Vice Chair), L. Harding and Mrs D. Price,

And Appropriate Officers.



## CCBC CAR PARKS TASK AND FINISH GROUP

### MINUTES OF THE MEETING HELD AT PENALLTA HOUSE ON 28TH SEPTEMBER 2016 AT 10AM

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#### PRESENT:

Councillor N. Dix – Chair  
Councillor R Gough – Vice-Chair

#### Councillors:

C. Elsbury.

#### Together with:

C Campbell (Transportation Engineering Manager), C Forbes-Thompson (Interim Head of Democratic Services) and D Smith (Principal Engineer).

#### 1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Bevan and L. Aldworth.

#### 2. DECLARATIONS OF INTEREST

There were no declarations of interest made or during the course of the meeting.

#### 3. MINUTES – 21ST JULY 2016

RESOLVED that the minutes of the Caerphilly County Borough Council Car Parks Task and Finish Group meeting held on the 21st July 2016 (minute nos. 1–5) be approved as a correct record and signed by the Chair.

#### 4. WORKSHOP

The group carried out a workshop to consider the key issues identified by the group. The issues were as follows:

- Provision of free car parking.
- Costs of car park provision, including business rates, maintenance, CCTV, cleansing, staffing and enforcement.

The group considered possible solutions and the need for parity across the county borough. Members discussed potential income and the impact of changes to the current provision.

The meeting closed at 11:52.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 16th January 2017 they were signed by the Chair.

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CHAIRMAN