



## **YSTRAD MYNACH TOWN CENTRE MANAGEMENT GROUP**

### **MINUTES OF THE MEETING HELD AT PENALLTA HOUSE ON TUESDAY 3RD NOVEMBER 2015 AT 3:15PM**

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PRESENT:

Councillors:

A. Angel, K. James, J. A. Pritchard

Together with:

C. Mortimer (Gelligaer Community Council Clerk)

Also:

Mr A Highway (Town Centre Manager), Mr S Wilcox (Assistant Town Centre Manager), Mr A Dallimore (Team Leader – Urban Renewal & Conservation), A. Jones (Clerk)

#### **1. TO RECEIVE APOLOGIES FOR ABSENCE**

Councillors M. James, D. T. Davies (Consultee), W. David (Community Councillor), D. Cushing (Community Councillor), Mr W Jeff (Tredomen Allotments Association), Dr M Jorro (Rhymney Valley Music Club), Mr K Jones (Ystrad Mynach Partnership), Mr P Hudson (Marketing & Events Manager)

#### **2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **3. TO NOTE THE PREVIOUS MINUTES OF MEETING HELD ON 14<sup>TH</sup> JULY 2015**

The previous minutes were taken as read.

#### **4. CHOOSE THE HIGH STREET CHRISTMAS CAMPAIGN**

Mr Highway presented the report to the group.

Members were advised that this year there will be a 'Choose the High Street' Christmas Voucher Booklet with over 100 offers which is more than in 2014.

Mr Highway wished to thank the retailers for participating and also thank the Council's Graphics Team who designed the booklet and associated publicity material.

Mr Highway was thanked for the report.

## **5. CHOOSE THE HIGH STREET PAST & PRESENT – ANALYSIS REPORT**

Mr Highway presented the report to the group.

The group were informed that the exhibitions were very successful and Mr Wilcox was thanked for his hard work.

The group were advised that the only disappointment was with the lack of interest from the schools. Only Blackwood Comprehensive School participated, they were very enthusiastic in bringing forward ideas for what they would like to see on the high street.

Councillor Angel confirmed that feedback was very positive and people were really impressed with the photographs. Councillor Angel told the group that there is there is a sense of pride in the town and that retailers are engaging.

Mr Highway was thanked for the report.

## **6. SOUTH EAST WALES TOWN CENTRE VACANCY REPORT**

Mr Wilcox presented the report to the group.

Members discussed the figures of vacant premises within the table and were advised that these may well have changed as the report was from October 2014. Mr Wilcox confirmed that he could bring updated figures to a future meeting and forward data to members of the group.

Mr Wilcox was thanked for the report.

## **7. TOWN CENTRE PROMOTIONAL SPACES**

Mr Wilcox presented the report to the group.

Members discussed the report and Mr Highway informed the group that Mr Wilcox has worked hard to build a good working relationship with the promoters who use the site and is very grateful for all of his hard work.

Mr Highway advised that the Town Council are invited to use this space free of charge and if assistance or the use of gazebos is required Mr Hudson's team will be happy to help. Mr Highway advised the group to contact Mr Wilcox if they would like to use the space.

Ms Mortimer asked if Ystrad Mynach would be having feeder pillar installed. Mr Wilcox will look into this

Ms Mortimer asked whether or not a St David's Event has been arranged for Ystrad Mynach in 2016. Mr Wilcox will check with Mr Hudson.

Mr Wilcox was thanked for the report

## **8. CHRISTMAS MARKET UPDATE**

Mr Hudson had passed on apologies in case he could not make the meeting so Councillor Angel updated the group on the Christmas Market Event.

Lewis Girls School would be providing 40 chairs which will be kept in the chapel overnight, Amber Skips would be providing a wheelie bin and Emlyn Lloyds are providing the Christmas tree.

Everything is on schedule with entertainment, 32 stalls along and fairground attractions. Cllr Angel expressed his thanks for the support the event was receiving.

Ms Mortimer confirmed that BTM Brass Band will be available for the event.

## **9. YSTRAD MYNACH TOWN CENTRE AUDIT – OCTOBER 2015**

The following items were raised on the audit.

Painting of the post box, Mr Wilcox will chase this up.

Illegal parking Mr Highway confirmed that he had spoken with the Inspector who is trying to arrange for PCSO's to be in the town but they may need to be deployed to other duties.

The Police Commissioner has advised that parking is an ongoing problem which everyone needs to be involved in.

Grubbing Out Siloh Square - Mr Dallimore confirmed that there is a problem within the Square where pavements need to be re-pointed. There is a small budget and Mr Dallimore will chase NCS to see if this can be sorted prior to the Christmas Event.

Councillor Pritchard expressed concern over the pavements as this is a safety issue, particularly for elderly people and individuals with walking sticks.

Mr Dallimore confirmed that he will request that Highways colleagues to raise a service request.

Temporary Grit Bins - Councillor Pritchard requested confirmation as to who could use these grit bins. Mr Highway confirmed that the bins available for the retailers to use these would be refilled when empty by the Council's Highways team

There were no further issues raised on the audit.

Meeting closed at 16.07pm

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CHAIR