



## **RISCA TOWN CENTRE MANAGEMENT GROUP**

### **MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON TUESDAY 17TH OCTOBER 2017 AT 2:00PM**

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PRESENT:

Councillors:

N George, S Morgan, B Owen, R Whiting

Together with:

Town & Community Councillor B Hancock, B Campbell (Clerk Risca Town Council)

Also:

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

#### **1. TO APPOINT A CHAIR AND VICE CHAIR**

Mr Highway opened the meeting and requested nominations for Chair.

Councillor Morgan nominated Councillor R Whiting and was seconded by Councillor N George.

Councillor Whiting accepted the post and took over the meeting as Chair. Councillor Whiting invited members to nominate for Vice Chair.

Councillor S Morgan nominated Councillor N George this was seconded by Councillor Whiting. Councillor George accepted the role

#### **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors D T Davies, A. Leonard, P. Leonard and Mr P Hudson (Marketing & Events Manager)

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

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

#### **4. MINUTES – 17TH OCTOBER 2017**

The minutes were taken as read.

#### **REPORTS OF OFFICERS**

#### **5. UPDATE ON MATTERS RELATING TO RISCATOWN**

Mr Highway introduced the report which provided an update on matters relating to Risca town centre

Members were referred to update 1 in the report relating to a new 'Unique Places' document. Mr Highway provided information on the document and advised that a hard copy would be available and that the document would also be included in welcome packs to new businesses.

Councillor Owen advised that the booklet states that the train services are from Risca to Newport but this is incorrect as it should state from Risca to Cardiff.

Mr Highway thanked Councillor Owen and agreed to have this amended.

Members were referred to update 2 in the report on 'Choose the High Street' Christmas Voucher Booklet. Mr Highway informed the group that there were already 30 offers which is a good response.

Mr Hancock confirmed that if the scheme is run next year he would be willing to encourage more retailers to join in.

Mr Highway thanked Mr Wilcox for all his work. The Chair thanked Mr Highway

Members were referred to update 3 in the report on the Section 106 Monies.

Mr Dallimore provided the group with a background to the Section 106 monies. The group were advised that Mr Dallimore is going to be setting up a meeting with local members to discuss how the money is to be spent and any views from this Town Centre Management Group would be brought to Cabinet.

Mr Hancock raised the possible relocation of the cuckoo statue to Risca not Pontymister.

Mr Dallimore advised that a sub group will be set up with an objective to identify a new location for the statue.

Councillor Owens advised that he has been looking at possible sites and has identified an area of land that is owned by a local businessman who is willing to give the land to the people of Risca as a garden with a covenant that the Town Council would take on the responsibilities of maintaining the site.

Mr Dallimore advised that there is an unkempt site which has also been identified, which is a triangular area to the North of the town centre and he would be seeking to involve local community groups.

Councillor Owen confirmed that this would be a good location as it is on the main road so people would see the statute.

Mr Dallimore confirmed that he has engaged with Parks Services in November to tidy the present location.

The group discussed the advertisements on the railings by Tesco. Mr Highway advised that officers have looked at powers under the planning process to remove them in the past

Mr Dallimore advised that he would arrange for inspectors to go onsite and check. The group were advised that Tesco are allowed a certain amount of advertisement but others cannot place adverts on the railings.

It was raised that the reptiles and wild orchids have never been seen on the site, the group were advised that officers will speak to ecologists concerning this.

The group discussed whether the residual monies could be used towards a more permanent location for the Town Council, a bungalow has provisionally being identified on the Brooklands site in Commercial Street.

Mr Dallimore requested further information from the Town Council which he would pass to Mr Broadhurst in the Councils Property Services section for consideration.

Mr Dallimore confirmed that he would liaise with Property Services on building availability and lease terms. The group were advised to discuss any issues reference leasing premises with Bargoed Town Council as they have experience of this.

The group discussed the demolition of the Brooklands site and the possibility of reusing and reclaiming the bricks for local projects within the area.

Members were referred to update 4 in the report on Monmouthshire and Brecon canal adventure triangle.

Mr Dallimore presented the update in the report and advised that discussions are ongoing and should have more news in the next few months.

Members were referred to update 5 in the report on Summer and Christmas Events.

Mr Highway passed on apologies from Mr Hudson and read out the update provided in the report. Mr Highway passed on a message of thanks to the Town Council for their support with the event.

Mr Campbell raised concern over the Christmas tree as it looked like it is dying. Mr Highway advised that he will discuss this with officers.

Members were referred to update 6 in the report on 'Choose the High Street' Property Index.

Mr Highway confirmed that this information is available as a PDF document on Caerphilly Council Website.

Mr Highway advised if the Town Council wanted any further information to contact Mr Wilcox.

Members were referred to update 7 in the report on Procurement of a new Footfall Counter.

Mr Wilcox confirmed that feedback on the figures generated would be available once the new system is verified and calibrated. The Chair thanked Mr Wilcox the update.

Members were referred to update 8 in the report on Parking Enforcement.

Mr Highway read out the update in the report.

Members were referred to update 11 Parking Enforcement. Mr Highways advised that this is an issue that has been raised in other meetings and reassured the group that it was currently being considered by the Council and that Officers would be working alongside colleagues in

neighbouring authorities and Gwent Police to explore the various options available. The matter had been placed on the forward work programme for the Regeneration and Environment Scrutiny Committee and would be subject to full consultation processes before its consideration by Cabinet and approval by Council.

Members discussed current parking issues, the pressures on Gwent Police resources and its impact on illegal parking on the town. It was clarified that Gwent Police would still have obligations under the Road Traffic Act for some parking offences but that the majority of illegal parking would be subject to Civil Parking Enforcement in whichever way the council determined. It was noted that there was a statutory process to be followed which must be approved by Welsh Government.

The Chair thanked the Officers for the update.

## **6. RISCA TOWN CENTRE AUDIT**

Mr Highway presented the audit and the following items were raised

Mr Highway confirmed that the repainting of the bollard outside bay leaf has not been completed and will ask Highways to review this.

Mr Wilcox will discuss with Highways the bollard that has been flattened outside the One Stop shop. Mr Highway advised that the Church Elders may look to install CCTV camera.

Mr Highway confirmed that the damaged bench outside Brooklands centre has been reported to Parks and officer will be repairing it.

The group discussed the possibility of the Town Council taking over the responsibility of the flowerbeds. Mr Hancock will discuss with the Town Council.

Mr Campbell advised that the cigarette bin outside Betfred is missing. Mr Wilcox will look into this.

There were no further issues raised.

The meeting closed at 15:27pm

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CHAIR