



## **CAERPHILLY TOWN CENTRE MANAGEMENT GROUP**

### **MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH ON TUESDAY 6<sup>TH</sup> MARCH 2018 AT 2:00PM**

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PRESENT:

Councillors:

P Bevan, C Elsbury, J Fussell, S Morgan

Together with:

Town & Community Councillor Mrs J Hibbert, Mrs L Williams, Professor Deacon, Mr J Dilworth (Clerk), Mr C Thomas (Centre Manager Castle Court), Mr Tidridge (Heol Trecastell Residents Association), Marika Jones (Castle Court Shopping Centre Manager), Ms D Stephens (Pub Watch), Ms M Jones (Manager Castle Court Shopping Centre)

Also:

A Highway (Town Centre Development Manager), A Dallimore (Team Leader – Urban Renewal), P Hudson (Marketing and Events Manager), R Kyte (Planning), V Morgan (Planning) K Kinsey (Engineering) & A Jones (Clerk)

#### **1. APOLOGIES FOR ABSENCE**

Councillor Elsbury Chaired the meeting as Vice Chair

Apologies for absence were received from Councillors S Cook, D.T. Davies, C. Forehead, E Forehead, B Jones, J. Pritchard, S Kent, Mr Robottom (Caerphilly Residents Association), S Wilcox (Assistant Town Centre Manager), M Godfrey (Team Leader Environmental Health)

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

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

#### **3. MINUTES – 3 OCTOBER 2017**

The minutes were taken as read

#### **REPORTS OF OFFICERS**

#### **4. UPDATE ON MATTERS RELATING TO CAERPHILLY TOWN**

Mr Highway introduced the report which provided an update on matters relating to Caerphilly Town Centre.

Members were referred to update 1 in the report relating to Business Report. Mr Highway presented the update.

The Chair thanked Mr Highway.

Members were referred to update 2 in the report relating to 'Choose the High Street' Christmas Voucher booklet. Mr Highway presented the update and highlighted that 96% of feedback survey is really positive.

The group were advised that if the scheme was to run again consideration would be given to wider marketing.

Mr Highway was asked if the GO2MyTown website was being replaced. He confirmed that the Councils IT team had been asked to look at a new web site options as part of a wider tender process for standalone council 'micro sites'.

Members were referred to update 3 in the report relating to Pwll y Pant Roundabout. Mr Kinsey presented the update. The group were advised that the weather has caused some delays, but resurfacing work will commence tomorrow.

The traffic is currently operating on a single lane each way following a period of two lanes running over Christmas. The group were advised that the works were due to be completed early October 2018 but this date may change due to alterations in the scheme. The Chair thanked Mr Kinsey.

Members were referred to update 4 in the report relating to the Caerphilly Master Plan. Ms Morgan presented the update. The group were advised that the new Cardiff Capital Region will bring with it the METRO transportation network which in turn it is hoped will influence future development and regeneration plans for Caerphilly Town Centre.

The group were shown a presentation setting out the Masterplan and copies of each slide were passed around the group.

The group were advised that the draft plan will be going to Regeneration & Scrutiny Committee and then go out for consultation between 26<sup>th</sup> March – 9<sup>th</sup> May 2018.

There will be 'drop in' sessions at Caerphilly Library and other libraries as well as information being made available on the Council website. Ms Kyte advised that local businesses will be spoken to directly.

Mr Dilworth asked for clarification on the disused rail line Newport to Machen, specifically regarding any bridges and whether they would need strengthening.

Ms Kyte confirmed that any bridges would be checked to ensure no further erosion had occurred, but this would not be done immediately and is part of a long term aspiration for a transport work.

Members of the group asked if toilets could be placed in Crescent Road car park, as there are no facilities for coaches dropping off visitors.

Mr Highway confirmed that a new layby for coaches to drop off is being looked at by officers and CADW. The Chair thanked Ms Morgan & Ms Kyte

Members were referred to update 5 in the report relating to night time economy. Mr Dallimore presented the update.

Ms Stephens representing Pub Watch welcomed the report. Mr Dallimore advised that Consultants will look at the wider opportunities that METRO presents and consider how this makes the town more attractive for businesses related to the night time economy.

Ms Stephens asked Mr Dallimore if he had spoken to the Police in relation to anti-social behaviour issues.

Mr Highway advised that the Police are keen to see more public spaces created where people can congregate for the night time economy and also work with the Council to re-develop the taxi area.

The Chair thanked officers & Ms Stephens for her observations.

Members were referred to update 6 in the report relating to Civil Parking Enforcement. Mr Highway advised that the issue of parking has been raised in all of the Town Centre Management Group meetings and all parking issues remain with the police at present.

The group discussed the Council taking over Civil Parking Enforcement and Councillor Morgan confirmed that a Stage 1 report had been written and Cabinet had made a decision for the Council to use its Community Safety Wardens to carry out some parking enforcement.

Councillor Morgan confirmed that when he receives further information he will update the group at future meetings.

Members were referred to update 7 in the report relating to Area Forum budget. Mr Dallimore presented the update and invited the group to come up with ideas on what unallocated monies could be used for.

Mr Dallimore confirmed that there was in total £7,722.64 of which £4,222.64 was left from project underspends and £3,500 from the Working Men's Hall, both sums have been pledged but not spent.

Mr Dallimore advised that there has been no dialogue with the Working Men's Hall and asks the group what they would like to do.

The group asked Mr Dallimore to contact the Working Men's Hall and ascertain if the monies are still required but advise that they have one month in which to confirm.

The group discussed options and discussed possibilities of using the funds in conjunction with monies from the Town Council. The group all agreed that Mr Dallimore and his team could look into ideas.

The Chair thanked Mr Dallimore

Members were referred to update 8 in the report relating to Air Quality. Mr Highway passed on apologies from Ms Godfrey and presented the update in her absence. Mr Highway advised the group that Ms Godfrey is happy for members of the group to contact her with any queries.

Members were referred to update 9 in the report relating to CADW Operational works. Mr Dallimore presented the update.

The group discussed the update and agreed that a lot more could be done with the site surrounding the castle.

Councillor Morgan advised the group that he would be going to Warwick Castle with the Acting Head of Regeneration Mr Whetter to look at what the town has to offer and to see if they can draw on any ideas.

The Chair thanked Mr Dallimore

Members were referred to update 10 in the report relating to the Park Lane site. Mr Dallimore presented the update and advised the group that there were two developers who had expressed interest in the site for hotel accommodation. A draft report will be presented to Cabinet.

Mr Dallimore confirmed that he is looking to bid for funding through a new Welsh Government programme and that discussions are taking place with CADW and Visit Wales for their input on plans and he will report back to the group with an update.

The Chair thanked Mr Dallimore.

Members were referred to update 11 in the report relating to Cardiff Capital Region. Councillor Morgan presented the update and the group were advised that this would be good for the Borough as a whole and will create jobs and investment. As further information arises it will be passed on to the group.

Members were referred to update 12 in the report relating to Summer Events. Mr Highway presented the report as Mr Hudson had to leave the meeting early.

Mr Highway advised that it was hoped that Castle Court Shopping Centre can link in with the events. Ms Jones (Manager Castle Court Shopping Centre) confirmed that she would email Mr Highway regarding this.

Councillor Bevan advised that the Town Council will be organising The Flower Festival, which will take place on the 22<sup>nd</sup> June 2018 - 24<sup>th</sup> June 2018. Councillor Fussell asked if the details could be circulated. Mr Highway confirmed he will circulate the details.

## **5. CAERPHILLY TOWN CENTRE AUDIT**

Mr Highway presented the audit and the following items were raised

The condition of 73 Cardiff Road, Mr Highway confirmed that a meeting is scheduled for tomorrow.

There were no further issues raised.

The meeting closed at 15:49pm

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CHAIR