

Minutes of a HYBRID meeting of the **PROJECTS COMMITTEE** held at the Council Chamber, Council Offices, Talbot Street, Maesteg and remotely via Microsoft Teams and, on **Wednesday, 19th June 2024**

PRESENT: Deputy Clerk
COUNCILLORS M Rowlands (Chair)
IN PERSON: F Abedalkarim, C Davies, R Martin and G Thomas

DECLARATION OF INTEREST:

Councillor C Davies declared an interest in any items relating to BCBC.

74. TO RECEIVE THE FRIENDS OF MAESTEG WELFARE PARK TO DISCUSS THE CENTENARY PROJECT AND WINTER LIGHTS FESTIVAL 2024

The Chair welcomed Mr A Charles from the Friends of Maesteg Welfare Park (FMWP) to the meeting.

The FMWP wish to discuss opportunities with Maesteg Town Council about potential partnership on three emerging projects:

1. Celebrating 100 years of Maesteg Welfare Park in June 2025
2. Community Feasibility Study under the Reach /Levelling Up Fund with BCBC.
3. Future relationship and interest of MTC with Maesteg Welfare Park.

Members thanked FMWP for attending and providing a presentation of their future plans. Members asked what type of support the friends were looking for specifically from Maesteg Town Council.

FMWP stated that it would likely be:

- help and advice in terms of logistics for running events
- funding for certain events or projects where suitable
- MTC to extend their public liability insurance to cover the parks events as this is far more substantial than they can obtain
- Assist with introducing the friends to persons who would be able to aid with gaining grant funding.

Outside of this, a member advised that the Town Council Offices are available to hold presentations and displays as previous primary schools have done. Another member suggested that in support of the Christmas lights festival that was held in the park – Maesteg Town Council could loan our old Christmas lights that may enhance the event.

The members suggested that we also pass on our events contactor details so that the friends can have event questions answered by experienced persons. It was also mentioned that Maesteg Town Council have an interest in taking over the welfare park but there is no plan in place currently and the Town Council have other commitments to fulfil currently prior to committing to such an asset. Cllr R Martin advised that her work with the Llynfi Valley Rivercare group takes her everywhere throughout the valley and having a working partnership with the park to keep it clean, tidy and presentable would be of benefit to the wider community so she will approach her colleagues.

All members were keen to pursue a cooperative partnership with the FMWP. Members advised FMWP that, if they can specify the exact projects, they would like assistance with and provide a rationale behind having that project done, then Maesteg Council, if approved in full council, will endeavour to support each project to the best of its ability. Members requested that FMWP obtain rough costings where appropriate.

FMWP thanked the projects committee for their time and left the meeting.

Cllr F Abedalkarim wished to put a numerated amount on the assistance the Council could offer FMWP. The Chair of Finance advised that each year, the Council budget £20,000 to run the Maesteg Festival. Since the pandemic and the Town Hall not being open this has not occurred, so the monies are not utilised. He proposed that we ringfence the Maesteg Festival budget for this year and combine it with next years £20,000 to create a total assistance pot of £40,000. With the park turning 100 years old the request to full council would be to enhance this figure to £50,000.

It was noted that the Council have already invested £25,000 in the park with the miners memorial.

It was **agreed** to recommend that £50,000 is set aside for next years budget for the FMWP centenary celebrations.

75. TO LOOK AT THE MINUTES FROM A PREVIOUS PROJECTS COMMITTEE AND FULL COUNCIL AGREEING TO THE RECOMMENDATIONS

Members were provided with the minutes of the Projects Committee – 15/11/2023 and the recommendations were taken as read and the following recommendations were accepted by full council. The deputy Clerk also updated members on the progress of the recommendations:

- a) updated costings be obtained for new toilets and, if deemed reasonable, to have them installed outside of Wilko
Permission for temporary toilets was not granted by BCBC – the new recommendation from members is to pursue a CAT transfer of the land where the previous toilet was and then build a permanent WC.
- b) baby change facilities be purchased and professionally installed along with the removed disabled handle
 We are waiting for the contractor to start the works imminently
- c) CCTV camera installers to visit the Council Offices to provide accurate quotes. The camera locations would be determined by the Clerks.
CCTV inside and on the building would require listed building consent. The building, as advised by the conservation officer, is at its limit for new cabling, wires etc. so any system would need to be wireless inside. Outside it would be best advised to erect new cameras on buildings that face the Council offices. It was recommended to delay any such works until the current building works have been completed. – The new recommendation is to pursue this matter as soon as is practicable.
- d) An expression of interest be sent to BCBC in regards to the Bridge Street land after checking if surveys can be completed before this.
We are still awaiting details from BCBC. Cllr G Thomas advised that he will speak with Cllr Penhale-Thomas in relation to this. – The new recommendation is to agenda this for the next projects committee meeting to discuss a vision for the site.
- e) Seek a professional company to create a business plan for the Council.
The business plan is currently underway by a company that won the tender through BCBC REACH program.
- f) Projects are to be fully costed before presenting them for consideration in the Projects Committee.
Ongoing but members are aware to obtain costed projects.
- g) Drop kerbs project to be reviewed when full costings have been provided (number of drop kerbs, cost to install, BCBC permissions etc.)
BCBC installed the asked for drop kerbs prior to this request being made by a previous member of the projects committee. There was one set of kerbs that were redone by the entrance to the old Maesteg lower school.
- h) approach local companies to build up to 4 metal noticeboards for installation across the 4 wards of Maesteg Town Council.
Awaiting locations from wards – the new recommendation recognises the modern world and the limitation of keeping noticeboards up to date and repairing

vandalism etc. so it would suggest not installing noticeboards throughout the valley but to seek to replace the noticeboard outside of the Council offices with a modern version – preferred is digital.

- i) all projects will be reviewed by the projects committee
All projects to be reviewed again in the next projects committee meeting.

Cllr F Abedalkarim requested an update for his project which was to install a handrail in the lane adjacent to the old family value. He was advised to obtain rough costings that the Council would need to review prior to the clerks getting the exact quotes in line with our financial regulations.

76. TO LOOK AT PUBLIC TOILET PROVISION

BCBC will not allow toilets to be placed in the market square or the car park, we have been able to find the following costs for the toilet at the rear of the building:

Purchase a RADAR lock & handle set direct from Radar Key Company and ask CMO to install = £175.00 + VAT

Just to change the lock to a RADAR Key lock – purchase one on Amazon £255.63 + VAT and ask CMO to install

The Following has been provided by Hi-Tec Washrooms Solutions Ltd for a contactless / coin system

Access Kit Only

Contactless & Coin Access System £2,975.00
Contactless only System £2,100.00

Door and Access Kit

Door and Access System; Contactless Only	£3,360.00
Door and Access System Contactless Only DDA	£3,460.00
Door and Radar Access System Contactless Only Door System DDA with RADAR	£4,114.00
Door and Access System Contactless and Coin Door System	£4,626.00
Door and Access System Contactless and Coin Door System DDA	£5,000.00
Door and Access System Contactless and Coin Door System DDA with RADAR	£5,607.00

Contactless Add Ons

Contactless Machines RFID Cards (Plain) £2.50

Both systems come with an onsite timer, taking away the need for a cleaner in opening and closing.

Hi-Tec deal with all contactless fees for £15.00 + VAT per reader per month, and an 8% commission fee taken off total takings.

We are approved by the contactless supplier to give this service.

As part of that service, you get.

Monthly Auditing

Account Management

Refunds Administration

RFID Card Management

Daily monitoring of the Contactless Units

The warranty is 2 years on the kit (Parts Only)

As discussed previously the **recommendation** is to install a new toilet outside B&M via a CAT transfer of the land and placing a permanent brick and mortar toilet on top.

With the current toilet, members were advised that no ASB has been reported since its reopening. The Chair advised that the BCBC antisocial behaviour group is looking to review the market square in regard to our public toilet and determine a strategy to combat further ASB from occurring.

77. TO DISCUSS ONGOING PROJECTS

a) Graffiti Murals

The Graffiti Artist has been contacted and advised to proceed with the following project locations:

1. Lane mural – history on the Blue Pearl side of the lane only

The Chair advised that the graffiti artist is hoping to start the lane mural within the next 2 weeks and then move onto the car park pillars. If the weather is unkind then he will start on the pillars first.

2. Llynfi Road Car Park - 'pillars of the community'

No date has been given yet to complete this work.

3. End terrace - Welcome to Maesteg (detail and location tbc)

The Projects Committee need to discuss the following location, although permission has been granted – members raised issues with the tree adjacent to the wall and the ivy growing on the wall. It was **recommended** that a site visit may be required with the artist just to determine the positioning of the tree and discuss options on how to incorporate it.

b) Mining Memorial

The Sculptor has been contacted and is in the process of sculpting the memorial. The Tarmac and concrete base has been installed and we are awaiting the memorial to be finished and installed.

78. TO DISCUSS BLAENCAERAU PLAYAREA

Members were provided with the minutes of the following meetings:

05/09/23 Full Council Minute #247

04/10/23 Full Council Minute# 270

As per recent updates, Thomas & Thomas Solicitors are still waiting for V2C to complete payment. Once this is done the CAT will be complete.

To date Maesteg Town Council have set aside £5,000.00 in the budget for the play area based on the information provided at the 05/09/2023 Full Council meeting.

The chair advised that there had been an internal communication breakdown with V2C and when they have issued payment to our solicitors then the CAT transfer will be complete.

Members asked what the next steps were in the process after payment is completed. They were advised that V2C, BCBC and Maesteg Town Council have previously suggested a tripartite (three-way) spread of funding to refurbish the park. BCBC were less forthcoming when this was previously brought up due to their budget constraints so it may result in Maesteg Town Council and V2C funding the entirety of the works.

The chair advised that he feels that the Council believe Maesteg Town Councils contribution would be £5,000 but this is likely to be far too small a contribution to bring the park up to standard. A member asked if the Council had approached ILC (Invest Local Caerau), they were advised that ILC cannot fund things they deem should be statutorily provided by the local authority – such as the playpark, the only contrary factor would be that the park was V2C owned so we can potentially look at this.

A member suggested that the Council place banners on the park when it has been transferred to welcome ideas from the local residents about what they would like to see in the park, this will aid the Council in obtaining costings. In addition, it was suggested that a ‘friends of the Blaencaerau park’ be setup to work with the Council in ensuring the park is kept in a good state and free of vandalism.

79. TO DISCUSS MEMORIAL FOR SPITFIRE CRASH SITE

We are still awaiting further information from Cllr M Rowlands. Other members were unaware of a spitfire crashing on the mountain. Its location appears to be on the mountain pictured below where the trees meet Mynydd Pwll yr Ilwch.



I believe Cllr Rowlands wishes for a plaque to be situated close to the area which is covered under the rights of way walks



Steel material – from £1,219.50 excl VAT

Before any plaques are purchased we will need permission from the landowner to install the memorial

The Chair advised that he has spoken with the person who informed him of this crash and its location. The person was unsure whose land it is and what type of memorial would be suitable.

Members **agreed** that they can offer assistance in the form of a land registry search. A member asked if we knew the personal information of the pilot who crashed at this location. Those in attendance were unaware but the member suggested that we try and find this out and write to the family of the pilot to let them know that there is a memorial plaque in their honour.

80. TO DISCUSS NEW PROJECTS PROVIDED BY COUNCILLORS

All members were emailed the following after June Full Council meeting:

Following on from this evening's full council meeting, please can you advise if you have any projects you would like the projects committee to discuss.

Please note that in the attached projects committee minutes - minute 333 it was agreed that projects would be fully costed before being brought to the committee to discuss.

Councillors have provided the following requests for projects:

Cllr C Davies:

To utilise some green spaces in Nantyllyllon with benches and ,3 tier flower planters it would be nice for the community to use instead of cars being parked on them.

Clerk advised: unfortunately, the installation of benches and planters is a ward specific fund and not a projects committee item

Cllr F Abedalkarim:

I would like to discuss new project. Refurbishment of Council Chamber.

Clerk advised: I think it would be best to discuss the Council Chamber after all the building works have been completed as they will be completing some works within the Council Chamber – see attached Condition Report and Maintenance Proposals

Cllr C Davies asked members the definition of a ‘project’ for the purposes of the projects committee as his previous idea had been referred to the Nanttyffyllon ward fund. Members answered, stating that a project for the projects committee would be that funding exceeds the ward fund and is seen as a ‘larger’ scale project – there is currently no exact definition but that is the rough criteria.

Cllr C Davies asked that his idea be looked into in the projects committee, confirming that it would not be for just planters and benches but for enhancing the green spaces around Nanttyffyllon to become more enhanced areas as a whole. Cllr Davies was advised to obtain costings and ideas and to present them during the next projects committee meeting.

Cllr F Abedalkarim confirmed his idea for refurbishing the Council chamber, members **agreed** that it was a great idea and should be looked at when the building works are completed but, in this first instance, approach our agent A Davies Architects for advice on this.

The members **recommended** for the clerks to look into a 360 degree viewing camera to save the manual turning currently conducted by the clerks, additionally the committee recommend the clerks look into purchasing new monitors and placing them on the windows behind the Mayors seat. The committee were advised that this would likely require an IT company to connect the monitors to the current wired system under the table and this was accepted.

81. RECOMMENDATIONS

1. Ringfence £50,000 to aid the centenary celebrations of Maesteg Welfare Park (£20,000 x2 years of Maesteg festival funding +additional £10,000)
2. Pursue a cat transfer of the land outside of B&M with hopes to place a brick-and-mortar WC.
3. Complete a listed building consent application for CCTV in the chamber as soon as practical
4. Bridge Street plan to be placed onto the next projects committee agenda.
5. Clerks to investigate a suitable noticeboard replacement for outside of the Council offices – preferably a digital one.
6. Projects committee to have a site visit with the graffiti artist to determine the positioning of the tree and discuss options on how to incorporate it for the end terrace ‘Welcome to Maesteg’ mural.
7. Purchase and erect banners around Blaencaerau playpark when the CAT transfer is complete that invites locals to approach their councillors for apparatus suggestions to go into the park.
8. Approach local residents surrounding Blaencaerau playpark to become part of the ‘friends of Blaencaerau park.’
9. Complete a Land Registry search for the land owner of the land at the spit fire crash site.
10. Try and ascertain the personal information about the pilot who crashed.

11. Ask our agent, A Davies Architects, for advice on refurbishing the council chamber
12. Clerks to investigate installing new monitors behind the Mayors seat in the chamber and a '360 degree' camera.

Minutes emailed to all Councillors to Read on 21st June 2024

Read and accepted at a remote meeting of the Council held on 2nd July 2024

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Mayor