

**Minutes of the Promoting Porthcawl Meeting
held (electronically) on Thursday 22nd July 2021**

Present: Cllrs M Emmet-Lewis, T Hill (Chair), S Maitland-Thomas,
J Manley, L Tallon-Morris

Town Clerk: Kerry-Leigh Grabham
Assistant Town Clerk: Sarah Watkins

1. To receive apologies for absence

None received.

2. To receive declarations of Interest

Cllr M Emmet-Lewis highlighted item 8c an interest cannot be declared as the members do not know who the company are.

3. To confirm and sign the minutes of Promoting Porthcawl Committee Meeting held on 3rd June 2021

Resolved: To accept the minutes of the Promoting Porthcawl Committee held on the 3rd June 2021 as a true and accurate record.

4. For information – Promoting Porthcawl Committee Action Log

The Clerk introduced the committee action log and explained the log will chart the progress of resolutions and recommendations made by Promoting Porthcawl Committee.

A discussion took place with regards to visiting other areas where accessible roundabouts have been installed. Cllr J Manley offered to visit the other locations and feedback on the roundabouts.

Cllr M Emmet-Lewis & Cllr L Tallon-Morris offered to accompany Cllr J Manley.

Cllr L Tallon-Morris thanked the Town Clerk for the introduction of the Committee Action Log.

Resolved: To note the content of the Committee Action Log.

5. To consider item – Maintenance of Roundabouts

Cllr T Hill introduced the report and handed over to the Clerk for an update.

The Clerk informed members that in April 2021, that a discussion has taken place with a BCBC officer with regards to having a site visit to the three roundabouts. To date there has been no response from the BCBC officer.

Cllr T Hill reminded members that Council has ring fenced £10,000 for the clearing of Portway Roundabout.

Cllr L Tallon-Morris proposed the Clerk to speak with BCBC and bring forward a time scale and permission which will enable the Council to bring in an external contractor to complete the work.

Resolved: For the Clerk to speak with BCBC to bring forward a time scale and permissions which will enable the Council to bring in an external contractor to complete the work.

6. Update on Summer Planting Scheme and to approve invoice

Cllr T Hill updated members on the summer planting scheme and the associated invoice for £8,154.00.

Cllrs commented on the planting scheme.

Resolved for Recommendation: To approve Gutteridges Invoice for £8,154.00 for Payment.

7. To consider item Christmas Event 2021

Cllr T Hill introduced the item informing members that due to the current landscape it would be helpful if the Committee could plan a Covid-19 friendly event.

Cllr L Tallon-Morris informed members that he likes the idea of the Council putting on an event. For Council to ask community groups to bring forward ideas of events that they would like hold.

The Clerk informed members of the Window Wander Land, which is a Covid safe event where members of the public dress their windows and register on an app that they are taking part. Members of the public can then plan a safe walking route to view the homes who have dressed their windows.

The Clerk also mentioned that the Council could consider having a lantern parade and involving the local schools and children.

The Clerk informed members that she had approached BCBC to determine if there would be any funding available to the Town Council for Christmas this year. The Town Centre Manager confirmed that there is funding available, however it would depend on if the Chamber of Trade intend on putting on an event this year. The Town Centre Manager has confirmed that if only part of the funding is used, there is potential for the Council to access the remaining balance.

There was a lot of discussion with regards to ideas and suggestions.

Resolved: For the Clerk to research into suggestions and bring suggestions back to the 30th September

8. Town Clerk Reports

a) Internal Audit Recommendations Update

The Clerk introduced the report and read through the internal audit report recommendations 23-25. The clerk informed members that recommendations 23 and 25 have been implemented and recommendation 24 is currently in progress.

Resolved: Members noted the update on the internal audit recommendations.

b) Tourism Strategy, Media Screens and Information Kiosk.

The Clerk introduced the report and informed members that the purpose of the report is for committee to agree the basis and aims of the tourist strategy. This falls in line with the terms of reference for the committee.

BCBC destination team have advised that they write the destination master plan in autumn and have suggested that PTC and BCBC work in collaboration.

Regarding the information kiosk on the sea front, the Clerk informed members that BCBC have advised that a lot of interest has been expressed in the information kiosk. BCBC have confirmed that remedial repair work are being undertaken on the kiosk. After the work has been completed in the next 4-6 weeks BCBC will be in touch with the interested parties to determine the usage of the kiosk. The award of the lease will be determined by BCBC and there is no guarantee that the Council will succeed.

Resolved: For a working group to be formed to take forward the Tourism Strategy. The working group will be formed of all members of Promoting Porthcawl Committee.

Resolved: For the working group to be correctly constituted with its own terms of reference.

Resolved: That the Council owned media screens to be included in the Tourism Strategy.

Resolved: That Promoting Porthcawl Committee register their interest with BCBC for the information kiosk on Porthcawl Sea Front.

Members voted to go in to closed session for the next agenda item. (Admissions to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the next agenda item.

C) Christmas Lighting Quotes

The Clerk introduced the report and informed members that four companies had been approached for quotes and the briefing had also been placed on the sell2Wales website. Unfortunately only one quote had been received.

Cllr Tallon-Morris queried if was the company that the Council always use and he was informed that the supply of the lights is from a different company, however the installation of the lights would be by the company the Council have previously used.

Cllr Tallon-Morris queried what would happen to the old lights that the Council have previously purchased?

The Clerk informed committee that she had visited the depot where the old lights are being stored and icicles which Council purchased recently would be incorporated into the proposed lighting scheme. With regards to the older lights, it would be down to Council to agree either dispose of them or extend the displays out into the wards.

Cllr T Hill queried if it the budget for Christmas Lighting needs to be increased. The Clerk advised that this would be helpful.

Resolved: To accept the quote received for a one year basis.

The meeting concluded at 9.02pm