



Draft Unapproved Minutes of the Full Council Meeting 1st December 2025

Present in person: Councillors G Etheridge, A Short, R Miils, D Davies, K Jones, D Box, J Griffiths, K Etheridge, K Williams, C Clark, C Erasmus

1.To receive Apologies for Absence.

Cllr Mark Gwynne, Cllr A Farina Childs, Cllr N Dix, Cllr P Cook

2.To receive Declaration of Interests or dispensations on any item(s) on this Agenda, if appropriate.

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, and the Code of Conduct for both Councillors and Clerk.

None declared.

3. Police Report

Overall there has been a slight rise in reported crime in the month of November, there are no notable links or patterns, this includes all reported incidents ranging from theft offences to domestic violence.

There has been an increase in anti social behaviour and an operation has been launched to counteract this. Key areas include the Bus station, the High street and retail parks. The operation so far has yielded encouraging results and there is an increase in high visibility patrols with arrests and referral letters being issued.

Operations have also been launched to address theft of and from motor vehicles and also anti social driving with a number of scooters being seized and destroyed. Theft from shops is also being tackled by police and shops are encouraged to report all thefts. A number of pubs have been referred to trading standards as stolen goods have been found there.

4. Precept Proposals

Policy and Finance Committee has requested further modelling to show the impact of increases of £25, £0 and £35 with detailed breakdowns of the cost and how many households will be affected. It outlines the income the town council would achieve for each option. These options will be presented to Policy and Finance committee on 8th December and recommendations will then be presented for approval at Full Council meeting in January 2026.



Precept information needs to be with CCBC by mid-January if possible, and end of January at the latest.

5. Mayoral Announcements

The mayor's concert was a success with £290 taken in the raffle sales on the night and £1000 raised from ticket sales. There was lots of positive feedback from attendees with many commenting on the high standard of the performances and the value for money for the low-ticket price.

The Civic awards was a night of celebrating the positive impact local businesses and volunteers have made on the local environment. There was positive feedback from attendees who all enjoyed the night and gratefully received the recognition and award, sharing their successes on social media following the event.

It was discussed that the current rules states that winners are not eligible to win again for the following 5 years. Councillors felt that this gap was unreasonable and the motion passed unanimously to reduce this to two years.

6. Correspondence

General

- Letter of thanks from Inner Wheel Pontllanfraith re donation of £250.
- Wales Prestige Awards, nominations sought for SME Awards.
- Small Grant Applications

Small grants application St Augustine's Church, Pontllanfraith, not eligible outside of the BTC area.

Small grant application Brodyr Property Ltd; property company with various investments in other companies. 2 members in the area are Directors of the company. Not beneficial to local people in BW. Reject.

- CCBC

Invitation from Heather Pells Policy Officer CCBC to a Local Development Group Workshop on 29th January 10.30 to 1.30pm Purpose to set the future direction of the work of the LDG.

It was agreed that this invitation would be discussed during Policy and Finance 8th December as in the future there may be the possibility of submitting a proposal to the group.

Footfall Figures for November were presented. Councillors asked that a comparison be made to see how this figure has performed like for like over time. It was agreed that the figures for January 2025 and 2026 will be compared in 2026.



BTC raised an objection to the parking charge increase which was rejected and we are now unable to object further for six months. The footfall comparison figures may inform this further objection.

Councillors requested that further information was sought to see how the decision was made to increase the parking charges and what was the rationale was for accepting the increase. It was stated that the report would be available via the CCBC website

Information was presented on the Elf Trail and a request to help with small prizes was explained.

Invitation from Heather Richardson to a Gwent Climate Change Risk Assessment Working Group, 27th January 2026 10am-12.30 at Caerphilly Miners' Centre.

- **One Voice Wales**

Invitation to One Voice Wales AGM 21 January on Zoom: One Councillor to attend, business to include proposed changes to constitution. Cllr Clark will attend

Information on additional free training places for Councillors to undertake core modules. The clerk and deputy clerk will compare the councillors' training needs with the provision and present what courses would be suitable.

Draft Minutes of RCT, Merthyr and Caerphilly Area Committee; forwarded to Cllr Clark

7. Schedule of Payments

There were a number of payments which were presented in detail to the council and all agreed that these were to be paid.

It was previously agreed that mobile phones for the Clerk and deputy clerk would be purchased. To buy the phone outright is unaffordable. Some business quotes have been sought and it was agreed that the phones will be purchased on a monthly basis.

Blackwood Town Council



Date	Paid To	Description	Amount
4/11	Royal Mail	Special Delivery	9.25
5/11/25	SLCC for M Betts	SLCC/OVW Virtual Conference	78.00
5/11/25	SLCC for R Davies	SLCC/OVW Virtual Conference	78.00
5/11/25	G Morris	Flowers for S Pitman	40.00
5/11/25	Ogi	Telephones	576.54
5/11/25	Amazon	Office Supplies	25.45
5/11/25	Amazon	Laminator	28.99
6/11/25	Amazon	Office Supplies	8.49
7/11/25	Amazon	Office Supplies	9.65
11/11/25	British Gas	Utility Bill	181.08
11/11/25	Amazon	Shredder	119.49
11/11/25	Amazon	Office Supplies	9.75
11/11/25	Amazon	Stapler	24.15
11/11/25	Amazon	Office Supplies	8.94
13/11	AME	Window Cleaning	20.00
25/11/25	British Gas	Electricity	78.54
25/11/25	Clerk M Betts	Salary	1671.00
25/11/25	Deputy Clerk R Davies	Salary	894.00
	Payments Due		
	Harrison Flagpoles	Flagpole by Library	730.74
	Note Top Office Supplies	Office Furniture	456.00
	J S Lee	Poppy Installation	9,043.68
	TCCLC	Membership Fee	100.00
	K&R Print	Printing OOS	826.50
	Woodies Catering	Remembrance Buffet	325.00
	Studio 54	Xmas Fair Mascots and 2 performance slots	600.00
	Soul and Motion(RK)	Xmas Fair	300.00
	Samba Galez	Xmas Fair	500.00
	KLA Dance	Xmas Fair	125.00
	DNL Dance		125.00
	DYT Dance		125.00
	Recrock		125.00
	Santa &Train		500.00
	Everson Trophies		300.00
	K. Watkins Playworks		30.00
	Fulton Studios	Photos Civic Awards	260.00
	Infosigns	New Honours Board	230.00
	Elsbury	Xmas Light installation, storage, Christmas Tree, switch on	4,644.48 (50% requested now, balance in January)

8. To receive, approve and sign Minutes of the last Council meeting 3rd November 2025.

Agreed and signed in the presence of the full council.

9. Matters Arising

No matters arising.



10. To Receive the Minutes and Recommendations of the Policy and Finance Committee held on 19th November 2025

It was proposed that the Policy and finance minutes include an “Actions” section so that these can be followed and addressed at full council.

All members agreed to this addition.

11. Quotes for security door

The company has resubmitted the quote with the amendments required. It was still substantially cheaper than the other two companies.

All members agreed the quote can be actioned. Interior Systems Wales

12. Planning Applications

- a) 173-175 High Street New BT Street Hub with 2 LCD advert screens
- b) Change of use unit b 205-207 High Street from storage for while electrical goods to a dental surgery A Short – **expressed personal interest**
- c) Mormon Church, Highfields Lane, various tree works
- d) 115 High Street Blackwood NP12 1AD. Change the use from residential to A1 retail store and coffee shop
- e) Land off Penllwyn Road, Pontllanfraith NP12 2BZ. Childre and Adult’s respite centre with associated gardens, parking, landscaped areas and associated works.
- f) 8 Cwrt Y Coed, Blackwood. Erect side extension over existing garage.

13. Reports

BMI Cabinet Report– Beth Ryland would like responses by tomorrow. Councillors agreed the draft response they have been sent covers the points they wish to raise and that this can be returned to the BMI in time for their deadline.

14. Events

Feedback as mentioned above all positive -, Civic Awards Night, Mayor’s Concert. The Christmas Fayre was a success despite the poor weather.

Thanks were extended to the Clerk and Deputy Clerk for their efforts in planning for the Civic Awards and Christmas Fair. In turn, Clerk and Deputy Clerk expressed their thanks for the input and support they have received from Councillors.

It was agreed that following all events there would be a debrief where positives could be celebrated and negatives could be addressed ready for the following year. The possibility of



having a smaller dedicated events team was discussed. It was agreed this would stay with the Policy and Finance committee until the AGM to give time to assess if this was still the most relevant committee for events or if we need a smaller team. It was agreed prior to future events such as the Civic Awards, there would be a rehearsal, so Councillors were all aware of what they needed to do.

There was discussion around moving the Civic awards to a different time of the year, so that events are more evenly spaced throughout the year. Further discussion will be in future meetings.

Arrangements for Lantern Parade and Carol Concert; 4th December

Cllr Erasmus, Cllr Griffiths, Cllr G Etheridge will be carrying out preparations on Thursday afternoon. A number of councillors will be attending; some will meet at the town council offices 6.30pm to help steward the parade. Others will meet us at the church.

14. Date of Next Meeting and Proposed Office Closure over Christmas period

It was proposed and agreed the offices will be closed at 3pm Friday 19th December Closed until 10am 6th January 2026.

The next Policy and finance meeting will take place Monday 8th December.

The next full council meeting will take place Monday **12th January 2026** at 6.30pm. Agreed to move to the second Monday in January, due to the Christmas break.

Actions –

- **Comparison on foot fall figures January 2025 / 2026**
- Councillors requested that further information was sought to see how the decision was made to increase the parking charges and what was the rationale was for accepting the increase **I'm not sure if this is needed as Councillors can access the report on the website**

Closed 19.27pm