



OUR ABERDARE BID BOARD MEETING MINUTES
Peppers, 27 Canon Street, Aberdare, CF44 7AP
Friday 01 Oct 2021 – 10:00 – 11:00

Attendees: Ceri-ann Sheen – RCTCBC Communities for Work Plus
 Darren Notley – RCTCBC Prosperity & Development (DN)
 Dawn Penny – BID manager (DP)
 Jim Bradley – BID Chairman, Director, board & levy member (JBr) | Bradleys Coffee
 Lindsay Winstone – BID board & levy member representative | Tesco (LW)
 Nigel Webb – BID board observer | Aberdare Market (NW)
 Tony Missen – BID board & levy member | Anthony Charles (TM)

Apologies: Amy Brewin – RCTCBC Project Officer, Town Centres (AB)
 Helen Davies – Marketing specialist & volunteer (HD)
 Johnathan Bowen - BID Director, board & levy member | Morgan’s Fish Bar (JB)
 Mark Adams – BID board & levy member | BPI Consultancy (MA)
 Rebecca Thomas – BID board & levy member representative | Santander (RT)

Item	Detail	Who
1.	Welcome 1.1 JBr opened the meeting, welcomed all attendees, noting Ceri-ann Sheen as a guest.	
2.	Apologies 2.1. Apologies given as above.	
3.	Minutes of the last meeting and matters arising 3.1 The minutes were agreed by all.	
4.	Pen y Cymoedd (PyC) funding update: 4.1. Look & Feel funding claims: DP confirmed that the first claim of £16,000 has been made and monies received. Further claims to be made with projects progress.	
5.	Levy income: 5.1 2020-21 Levy Collection: DP reported that there is no change since the last board meeting for the 2020-21 collection rate, which is still 89% / £70,005.75 and the RCTCBC levy collection process continues. DP added that she continues to work with RCTCBC in relation to levy member outstanding payments. 5.2 2021-22 Levy Collection: DP noted a collection rate of 44% / £34,000.00 (an 18% increase since July 2021) 5.3 2021-22 Levy bill not received: TM noted that he has not received his levy bill for 2021-22 ACTION: DP to contact RCTCBC rates department to check if the BID levy bill has been sent to Anthony Charles	DP



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6.	<p>Funding applications:</p> <p>6.1 CRF application status: DP noted that a decision still has not been received from RCTCBC. DN noted that he has not heard any update from the department dealing with the applications. JBr noted that we will make the project work as best it can if we are successful in being awarded funding.</p> <p>6.2 Interlink RCT micro fund: DP confirmed that following on from the award of £250, posters and flyers were now being distributed to promote fiver fest for Aberdare traders.</p> <p>6.3 Meanwhile Spaces application status: DP confirmed we await the Meanwhile Spaces fund application form to submit to RCTCBC.</p> <p>6.4 Henry Smith charity fund: DP informed all of the Henry Smith charity fund that can be applied to for £20-60k for running costs for 1-3 years which is a fantastic opportunity to support the Aberdare hub, however that eligibility requires 3-4 Directors on a board. DP noted that this is an important consideration at our Annual General Meeting.</p>	
7.	<p>Projects progress:</p> <p>7.1 Look & Feel PyC funded projects – Planters: JBr confirmed that the final planters have now been placed throughout town with 2 being kept secure at the back of Peppers ready for placement either side of the new bridge entrance by the bus station DP noted that 6 bouts of vandalism to the planters has been made and that she has reported all via SWP101. DP added that she also submitted private CCTV footage to South Wales Police. In addition, DP gave thanks to HD who attended Commercial Street and re-planted one of the vandalised bushes. JBr noted that the two planters with bushes removed on Cardiff St will stay as is until the seasonal planting is carried out. NW noted one of the planters has been put out of place in Market Street following on from the replacement of benches. It was agreed that NW move the planter outside of the market</p> <p>ACTION: NW to re-position the planter in Market Street following on from the installation of replacement benches DP noted that all planters are now being watered and looked after by several levy members, and/or their staff and that she is working on a map to show planter locations and which levy members have agreed to look after which planter locations. DP added that she and AB carried a walk round to review bins, cleanliness of signs and a general review of Aberdare town. DP noted that the town centres team apprentice and Tantrwm’s video production kickstart placement accompanied DP and AB on the walk round.</p> <p>7.2 Look & Feel PyC funded projects – Project idea - bins: JBr noted his recent visit to Brighton with ‘thank you for keeping Brighton tidy’ signs on bins and felt we could adopt a similar approach in Aberdare. DN suggested wrapping existing bins with a similar message to keep Aberdare tidy. ACTION: DP to add potential future project of wrapping existing waste bins in Aberdare town with ‘Thank you for keeping Aberdare tidy’</p>	<p align="center">NW</p> <p align="center">DP</p>



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7.	<p>Projects progress, cont.:</p> <p>7.3 Look & Feel PyC funded projects – Planters logos: JBr added that the logo vinyls he had produced at his own cost, to place on planters could not be used as the adhesive was not strong enough. DP added that she stuck the logos on the watering cans distributed to levy members instead. LW and JBr posed the idea of metal logos and it was agreed that this would be more costly and timely. DN suggested a stencil solution to which it was agreed this is a good way forward. JBr noted that we will need to include PyC on the stencil also ACTION: DP to investigate stencil options to add both the BID and PyC logo to planters throughout town</p> <p>7.4 Look & Feel PyC funded projects – Welcome signs: DP confirmed that the welcome signs project is on track, however it was established 30 Sept 2021 that the Cynon Valley Crest image to be placed at the top of the sign needs to be a higher resolution. JBr noted that this may now be resolved and that we await confirmation from Dylan Kelleher in Highways. TM asked where the welcome signs are being placed. JBr explained where on the A4059 they will be placed and DP noted that she will circulate the location map. ACTION: DP to circulate to all, a map of where welcome to Aberdare signs will be placed on the A4059.</p> <p>7.5 Look & Feel PyC funded projects – Empty units ‘vinyls’: DP noted that she continues to research empty units and liaise with commercial and local estate agents, however that she has been unsuccessful in gaining approval from property owners. In addition, DP added that there are now fewer empty units with tenancies either in place or soon to be in place. JBr suggested he make contact with owners of empty units with a view to vinyls on the outside of empty units following on from seeing vinyls on empty units in Brighton. DN confirmed that we will be able to note the contact details for rent/sale on the vinyls as this is no different to a To Let/Sale sign on the property. ACTION: JBr to make contact with current empty unit property owners/commercial agents to gain approval.</p> <p>7.6 Look & Feel – general: TM noted the rebuild of Fonehouse adjacent to Prince’s bakery at the top of Commercial Street and asked if anyone knew the status of the project. ACTION: DN to speak to ‘John’ the Business Regulations Officer to find out the status of the rebuild project at the top of Commercial Street. NW noted the old Nisa property that is boarded up and keeps getting broken into. DN added that RCTCBC are working to current legislation in relation to dilapidated buildings and noted that WG are keen for LAs to use powers available to them to instruct property owners to repair and serve Section 215 notices that Planning Enforcement Officers issue, where possible. DN positively noted that where business communities in towns work together, such as the BID, progress is made.</p>	<p>DP</p> <p>DP</p> <p>JBr</p> <p>DN</p>



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7.	<p>Projects progress, cont.:</p> <p>7.7 Look & Feel – empty units - art installation: DP noted with thanks, that the property owner of the old Poundstretcher building lent the key to the property to us which DP collected from the Property manager in Llandoverly a few weekends ago. DP noted that local artists and photographers, Linda Agostini, Kevin Broome, Wendy Donovan and Mike Ruck continue to work hard on the project and noted that JBr also helped greatly with the transportation of several pallet boards to affix the artwork to. DP added that it wasn't possible to cover the artwork owing to its delicate make up and so no big 'reveal' could be planned, however promotion of the art installation will continue via social media and our regular email update. DP added that local architect and lecturer of Swansea School of Architecture, Ryan Stuckey, suggested an architecture student competition at some point after seeing the 3D cardboard structure of St Elvan's church within the art installation. DP continued to note that Town Church Primary school are also interested in being involved in an art project with us, and or with the care of the planters. A discussion took place regarding an art competition for children to involve a window trail walk. ACTION: DP to note potential future 'look & feel' art/creative inspired projects including an architecture student competition focusing on notable buildings of Aberdare and an art trail competition for Aberdare school children.</p> <p>7.8 Marketing & Events – training workshops: DP reiterated the lack of interest from levy members for online training workshops to help them promote their business digitally. It was agreed to source quotes for social media managers to work with a few levy members 1:1 as a test pilot and if successful we can then roll this out. ACTION: DP to source quotes for local social media managers to work with a few levy members 1:1 as a test pilot with a view to rolling out to all levy members if successful.</p> <p>7.9 Marketing & Events – loyalty scheme 'fiver fest': DP noted that the interest in Fiver Fest has been great and at present, approximately 25 levy member businesses have signed up. DP added that she will continue to promote the event to traders via walk rounds in Aberdare town. JBr tabled test postcards to promote Aberdare. JBr explained that postcards can be given to levy members to give out with purchases so that locals/shoppers/visitors/tourists can send a card to friends and family to further increase awareness of all that our town has to offer. It was agreed that the postcards could also be placed at the likes of Zip World. DP noted that she sent a card to family who scanned the QR code on the post card, resulting in an email with thanks being sent via the website contact form. DP added that the postcards give the BID the opportunity to direct people to relevant information on our website, or to Google My Business' review page to give feedback of Aberdare. ACTION: JBr to provide feedback on postcards received at the next board meeting.</p>	<p>DP</p> <p>DP</p> <p>JBr</p>



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7.	<p>Projects progress, cont.:</p> <p>7.10 Marketing & Events – Winter/Christmas: JBr noted that with current and ever changing restrictions, rather than try to attempt organise a winter event, we will concentrate on planning an event for Christmas 2022 with floats, sleigh, reindeer etc. JBr added that instead, the BID will make a contribution towards St Elvan’s planned Christmas events of up to £10,000. JBr continued to explain that St Elvan’s will make use of the BID logo wherever possible. DN noted that he feels this a good move and explained that Newport BID sponsor events rather than organising their own and this seems to work very well. JBr added that we will also investigate the possibility of LED xmas trees that are approx. £450 each and incur an additional approx. £150 each for installation by an electrician in 3 locations. A discussion took place regarding potential locations and it was agreed to ask Dare Fitness if we can place a tree on their grounds, plus place a tree at the bottom of Commercial St with a 3rd location to be confirmed. A discussion took place regarding available power at the end of Commercial Street. JBr continued to explain that we would also like to put additional lamppost Christmas lighting throughout areas of the BID levy zone and DP noted that she has emailed AB to find out what can be put in place for 2021. DN noted that lampposts in additional locations can have 240v sockets fitted if they are not already in situ. JBr suggested looking at ‘bunting’ lights being installed for Christmas 2022.</p> <p>ACTION: DP include Christmas festoon and lamppost lighting provision for Christmas 2022 as a project for 2022-23.</p> <p>7.11 Marketing Strategy: DP noted that HD has completed our marketing plan and that she and HD have put project management tool, Trello in place and will manage the promotion of BID projects and Aberdare town as a whole via this platform with each task feeding into project tasks.</p> <p>7.12 Marketing – video promotion: DP noted with thanks that local video production company Tantrwm has offered the BID some free video production/editing/graphics/subtitling resource by way of their kickstart placement, Tom Rae. DP added that great thanks on behalf of the BID board has been given to owner Andrew Chainey and that DP is liaising with Tom in line with the BID’s marketing plan.</p> <p>7.13 Marketing flyers: DP noted that 10,000 flyers have now been distributed in Aberdare and surrounding areas (residential), including: Abercwmboi, Abercynon, Aberdare town centre, Ferndale, Hirwaun, Maerdy, Misikin, Mountain Ash and Perthcelyn</p> <p>7.14 Information & Communication – email database: DP noted that our email newsletter database is just over 215 with an approximate 70/30 split of known levy members and non-levy members</p>	DP



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7.	<p>Projects progress (cont.):</p> <p>7.15 Information & Communication – social media: FB vs WhatsApp: DP noted that levy member Steve (A Lea Jewellers) has suggested a WhatsApp group may be more effective.</p> <p>DN noted that WhatsApp group works well for Pontypridd to manage ‘unscrupulous’ individuals in town.</p> <p>JBr noted his directorship with the Business Crime Reduction Partnership (BCRP) and that they are part of the WhatsApp group in Pontypridd. JBr added that he will contact Mike Jacklin to discuss setting up a similar.</p> <p>JBr added that membership of the BCRP can be registered for the BID as a whole for approx. £4,000.</p> <p>ACTION: JBr to liaise with Mike Jacklin of the Business Crime Reduction Partnership (BCRP) to discuss potential registration of the BID and the set-up of a WhatsApp group.</p>	JBr
8.	<p>RCTCBC car parking changes:</p> <p>8.1 Car parking and footfall: DP & JBr explained that Vikki Howells explained that the process of posing questions at the Sendedd can be lengthy and that she feels the question of free supermarket parking vs paid town parking may be met with a negative response. DP asked that Vikki challenge the response with the findings of recent Audit Wales review that urges WG and LAs to take immediate action to ensure regeneration and sustainability of Welsh towns/high streets.</p> <p>JBr noted a report circulated by WG called ‘Small Town Big Issues’ that in essence states that free car parking in towns needs to be provided in order to regenerate and sustain towns.</p> <p>DP has been advised that a petition to the Senedd is the best way forward. DP continued to suggest a Wales-wide BID town petition. DP added that Jenny Lewis (WG Head of Regeneration Strategy) noted that a Ministerial Action Group has been set up to tackle such issues and contains 3 sub-groups; ‘Funding Streams’, ‘Financial Incentives’ and ‘Planning & Community Engagement’ to “specifically look at the actions we need to take to respond to the recommendations in the reports about the impact of charges such as car parking and non-domestic rates. It is our intention to invite a BID representative onto the groups.”</p> <p>JBr noted that he and DP met with Del Mawdsley (WG contact for All Wales BID managers) and Jenny Thurs 30 Sept 2021, noting that the meeting was positive and it was felt that in the end, car parking will be chargeable everywhere.</p> <p>A discussion took place regarding contactless car parking and DN noted that he discusses this with Alistair Critchlow regularly as Alistair is not at all agreeable to free car parking.</p> <p>DN noted that he feels RCTCBC car parking charges in Aberdare are extremely reasonable to which all agreed. However, JBr added that we need a level playing field with free vs paid parking.</p> <p>DN added that RCTCBC do not get significant funding from WG to manage and maintain car parks and so car parking charges greatly help fund this.</p>	Who



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8.	<p>RCTCBC car parking changes, cont.:</p> <p>8.1 Car parking and footfall, cont.:-JBr and DN held a lengthy discussion regarding the development of business in town and increased rates contribution versus income from car parking charges to help fund services to residents and businesses in Aberdare as funding has been significantly been reduced within RCTCBC.</p> <p>It was agreed that if car parking charges are going to continue that RCTCBC must provide a contactless payment solution.</p> <p>TM noted that his staff have to pay for half an hour when arriving at 08:50 to start work at 09:00 just for the ten minutes to get to work on time.</p> <p>DN noted that an RCTCBC permit for Gadlys car park can be applied for by anyone and is £200 pa or £20pm.</p> <p>JBr noted that the cost is the same for the Green St car park and so people are used to parking with their permits closer to town which leaves less room for shoppers, visitors and tourists.</p> <p>DN added that the message given from Alistair Critchlow is for parking enforcement officers to use common sense where loading activity is going on and DN agreed that there should be some leniency where someone is loading/unloading.</p> <p>TM asked why Mountain Ash has free car parking. DN replied in that he does not know why this decision was made.</p> <p>JBr noted that Mountain Ash Free parking was decided in a meeting he attended some years ago, along with 4/5 council members (including Andrew Morgan and Alistair Critchlow) and reps from Aberdare, Pontypridd, Tonypany, etc. JBr concluded that it was decided by the council to reduce car parking charges generally and that along with other small towns Mountain Ash would become free to help regenerate the town centre.</p> <p>DP to c/fwd petition action 8.2.2 (30-06-2021)</p>	DP
9.	<p>RCTCBC update – project management:</p> <p>9.1 RCTCBC update - Meanwhile Spaces: DN apologised for the delay in a response following on from our expression of interest being submitted. DN added that purchases for items such as tills, signage etc will be considered as eligible spend, however costs for construction works i.e knocking down or building walls, etc will be ineligible.</p> <p>CaS noted the ‘Black Sheep’ fund of up of £10,000 centred around the construction industry and that perhaps this could help with our Meanwhile Spaces project.</p> <p>9.2 RCTCBC update - Wall at end of Commercial Street: DN noted that the RCTCBC art service are happy to support this project with the BID and suggests that DP obtains designs and quotes and that DN will be more than happy to make an RCTCBC contribution</p> <p>ACTION: DP to add a new Look & Feel project to the BID plan for a mural to be painted on the side of Gamebox where the end of Commercial Street meets Dean Street.</p>	DP



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9.	<p>RCTCBC update – project management:</p> <p>9.3 RCTCBC update – Replacement benches: JBr explained that when he and DP carried out a walk-round to look at the new benches, DP discovered one of the BID logos was wonky and upon further investigation the circular logo plates popped off of the benches. DP added that she checked all the benches in Market Street and all logo plates seemed secure and that just one plate had white sealant on it. DP continued to confirmed that just four logo plates had come away from the benches opposite Lloyd’s bank and that she has not tested the other replacement benches in town. DN explained that the logo plates are added by the manufacturer before RCTCBC install the benches and so he will liaise with the supplier to investigate and make good. JBr added that a black sealant ought to be used rather than white when affixing the logo plates to the benches. ACTION: DN to liaise with the supplier of the replacement benches in Aberdare to carry out and audit of all the logo plates and to ensure they are fixed securely.</p> <p>9.4 RCTCBC update – Christmas events: DN confirmed that RCTCBC will not be putting on a Christmas event for 2021 as done previously. It was however considering an alternative approach and hoped to be in a position to communicate such details soon. The Council’s Events Advisory Group (ESAG) can be contacted for guidance on delivering non Council events.</p> <p>9.5 RCTCBC update – Draft Tourism Strategy: DN noted that the RCTCBC Draft Tourism Strategy went to WG cabinet and that the strategy is soon to be published.</p> <p>9.6 RCTCBC update – Waste land on Cannon Street next to Pop In Café: DN noted the waste land on Canon Street next to Pop In Café has planning for retail space on the ground floor and five flats on the upper floor. DN explained that RCTCBC has been in contact with the property owner to ask for the frontage of the gates to be covered so that the waste ground is not seen from the street, however noted that the owner stated that he needs continual gate access. DN finalised by stating that if work on the waste ground is not imminent then RCTCBC will work with the land owner to put a covering in place ASAP. ACTION: DN to provide DP with an update on a covering on the gates to the waste ground in Canon Street next to Pop In Café.</p>	<p align="center">DN</p> <p align="center">DN</p>
10.	<p>RCTCBC Communities for Work Plus brief:</p> <p>10.1 Communities for Work Plus - overview: CaS explained that she works for WG funded Communities for Work Plus that covers projects such as Kickstart, upskilling for employment opportunities and focussing on the hospitality, care, securities industries to provide available training. CaS noted Lynn Scorey who works directly with businesses to help with employment needs and Suzanne Lockwood who provides candidates further away from the labour market (placement and voluntary side). CaS continued to explain that there are funding pots available for employability support including for over 25s. CaS reiterated that if any levy members have training and/or employability needs to contact her. ACTION: CaS to provide DP with specific Communities for Work Plus contact details, digital marketing content and social media posts for inclusion in the next levy member email update.</p>	<p align="center">CaS</p>



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11.	<p>BID support & relationship building – update:</p> <p>11.1 General support: DP was glad to report that the BID has received even more general support of late and great feedback following the deployment of planters.</p> <p>11.2 Cynon Valley Community Vision (CVCV) advisory group: DP noted that she attended Beth Winter MP’s Climate Change Crisis - Green Energy webinar Thursday 16 Sept 2021 evening that included presentations from Berry Jordan (Pen y Cymoedd Vattenfall) and Helen Taylor (Brand Ambassador Ecotricity). DP explained that there was a general discussion generating ideas to combat against climate change and that she also took contact details for Dawn Davies from Renew Wales.</p> <p>JBr noted that the last CVCV meeting Mon 27 Sept 2021 was very good. JBr added that the provision of public transport was discussed and agreed that it is not to a good standard, noting buses that could become a free transportation so that they become popular and direct transport to the people’s needs and in line with digital capabilities.</p> <p>DN noted a previous discussion with WG that posed the question of an electric bus to carry out a circular town route.</p> <p>11.3 Department for Work & Pensions (DWP) – kickstart scheme: DP confirmed that she has received three referrals in total; two for the marketing role and one for the grant funding role, however that no applications have been made.</p> <p>11.4 Further meetings: DP noted that she and JBr met with Karin Mear (Heritage officer) & Craig Roberts, Business Development & Marketing officer) of <u>St Elvan’s Church Heritage Project</u> to discuss collaborative working and Christmas events.</p> <p>DP also met with our twin town <u>Ravensburg business and tourism</u>, however that unfortunately she has not yet heard back from Montélimar. DP added she met with the Marketing manager of <u>Zip World Tower</u> who has expressed an interest in working with community organisations such as the BID at board level. DP noted she had a great conversation with one of the staff in <u>Penderyn Distillery’s</u> visitor centre regarding tourism and local transportation.</p> <p>DP also noted that levy member, Karen Endicott (<u>Baguette Express</u>) explained that the children of <u>Town Church Primary</u> have taken a great interest in the planters and that they, and possibly children of <u>Wind Street Meithrin</u> would like to be involved in keeping the planters watered maintained.</p> <p>11.5 BID complaints: DP was pleased to confirm that she has not received any further complaints.</p>	
12.	<p>Finance update:</p> <p>12.1.Coalfields Regeneration Community fund: DP explained that this will involve a huge piece of work and needs to be approached in line with project planning. JBr suggested we approach this with ‘big thinking’ post AGM and asked all to consider things such as how do we attract a big supermarket in town, and other businesses, quality accommodation, etc.</p> <p>ACTION: DP to remove action 11.4 (30-06-2021) and note Coalfields Regeneration Community Fund strategic development application as a potential future project.</p> <p>ACTION: ALL to consider big thinking in the new year, on how we can improve Aberdare town and increase footfall with locals, visitors and tourists.</p>	<p align="center">DP ALL</p>



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13.	<p>Digital marketing update:</p> <p>13.1 Social media awareness and engagement: DP explained that as part of our marketing plan, a structure needs to be put into place to ensure all digital marketing efforts promote the BID's projects and Aberdare town as a whole and that work for this is dependent on resources. If the kickstart placement is not viable then we need to consider alternatives to make our marketing plan effective.</p> <p>13.2 Mailchimp email newsletters: DP was pleased to report that our email database continues to grow and that she is now drilling down information so that specific targeted messages can be sent to smaller groups, including commercial agents/property owners. DP added that this is a lengthy piece of ongoing work and noted that a WhatsApp group could be more timely/effective for the purposes of getting quick/important messages out to levy members.</p>	
14.	<p>AOB:</p> <p>14.1 Health & Safety: No Health & Safety items were raised.</p> <p>14.2 Climate Change: A discussion regarding melting icecaps and rising sea levels took place and LW noted that Cardiff and parts of Aberdare could end up under water in the near future. DP referred to Beth Winter, MP's climate crisis webinar and that a lot of information was presented and discussed and Beth Winter will now take the findings from the webinars and report to parliament.</p> <p>14.3 Road closure plan Sun 31 Oct 2021: DP noted thanks to AB for notifying her of a road closure on Halloween. Initially DP sent an objection that was forwarded to Highways, in that it will affect the vibrancy and vitality of town, however JBr since had a conversation with DN and agreed that the use of High Street car park will be sufficient for Sunday trading.</p> <p>14.4 AGM: DP noted that she has reviewed the BID board guide and confirmed that 14 days notice to all stakeholders, supporting partners, members etc needs to be given. A discussion regarding the venue to hold the AGM and it was suggested that Aberdare Rugby Club or the Con Club would be good options.</p> <p>Date of the next board meeting: The date of the next meeting TBC and will be the AGM.</p>	



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5.3	01-10-2021	DP to contact RCTCBC rates department to check if the BID levy bill has been sent to Anthony Charles	DP
7.1	01-10-2021	NW to re-position the planter in Market Street following on from the installation of replacement benches	NW
7.2	01-10-2021	DP to investigate stencil options to add both the BID and PyC logo to planters throughout town	DP
7.3	01-10-2021	DP to add potential future project of wrapping existing waste bins in Aberdare town with 'Thank you for keeping Aberdare tidy'	DP
7.4	01-10-2021	DP to circulate to all, a map of where welcome to Aberdare signs will be placed on the A4059.	DP
7.5	01-10-2021	JBr to make contact with current empty unit property owners/commercial agents to gain approval.	JBr
7.6	01-10-2021	DN to speak to 'John' the Business Regulations Officer to find out the status of the rebuild project at the top of Commercial Street.	DN
7.7	01-10-2021	DP to note potential future 'look & feel' art/creative inspired projects including an architecture student competition focusing on notable buildings of Aberdare and an art trail competition for Aberdare school children.	DP
7.8	01-10-2021	DP to source quotes for local social media managers to work with a few levy members 1:1 as a test pilot with a view to rolling out to all levy members if successful.	DP
7.9	01-10-2021	JBr to provide feedback on postcards received at the next board meeting.	JBr
7.10	01-10-2021	DP include Christmas festoon and lamppost lighting provision for Christmas 2022 as a project for 2022-23.	DP
7.15	01-10-2021	JBr to liaise with Mike Jacklin of the Business Crime Reduction Partnership (BCRP) to discuss potential registration of the BID and the set-up of a WhatsApp group.	JBr
9.2	01-10-2021	DP to add a new Look & Feel project to the BID plan for a mural to be painted on the side of Gamebox where the end of Commercial Street meets Dean Street.	DP
9.8	01-10-2021	DN to liaise with the supplier of the replacement benches in Aberdare to carry out and audit of all the logo plates and to ensure they are fixed securely.	DN
9.11	01-10-2021	DN to provide DP with an update on a covering on the gates to the waste ground in Canon Street next to Pop In Café.	DN
10.1	01-10-2021	CaS to provide DP with specific Communities for Work Plus contact details, digital marketing content and social media posts for inclusion in the next levy member email update.	CaS
12.1	01-10-2021	ALL to consider big thinking in the new year, on how we can improve Aberdare town and increase footfall with locals, visitors and tourists.	ALL
8.2.2	30-06-2021	DP to draft car parking objection petition letter	DP



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Item	Date	Detail	Who
9.3	30-06-2021	DN to liaise with relevant team within RCTCBC to investigate if broken window in the covered walkway to the market can be replaced and the current ply boarding removed.	DN
9.5	30-06-2021	DP to engage with local artists, college, schools, etc to come up with ideas for a mural on the wall at the end of Commercial Street.	DP
7.4	14-04-2021	ONGOING: DP to obtain feedback from levy members during day to day communication regarding low take up of the RCTCBC Town Centre Maintenance Grant and update AB/DN at project update meetings.	DP
9.2	14-04-2021	c/fwd: DP to confirm if Beth Winter, MP questions for Parliament, WG and RCTCBC can be shared with the Our Aberdare BID board.	DP

Date of the next board meeting: **AGM TBC**