

**Board Meeting 46**  
**Wednesday, 22<sup>nd</sup> April**  
**4:30pm, Barista's Café**

**Attendees**

Richard Jones, Selections Gift Shop (RJ)  
Melanie Cole, Barista's (MC)  
Sally Jones, Resident (SJ)

Mandy Jenkins, The means (MJ)  
Jade Evans, The means (JE)

**Apologies**

Julia Harries, Aberafan Shopping Centre (JH)

Item	Detail	Action
1.0	<b>Welcome and apologies</b> RJ welcomed everyone to the meeting at 16:33.	
2.0	<b>Minutes of the last meeting and matters arising</b> <b>2.1. Confirmation of minutes</b> Those present agreed the minutes were a true reflection of the meeting. <b>2.2. Matters arising</b> <b>2.2.1. New Tesco Community Officer</b> MC has not asked them yet. MC updated that there is a new manager, not community officer. <b>2.2.2. Civic Square reopening timescale</b> MJ has asked the council town centre team for more information; they said the Square should be ready in "the last few months of this year".	
3.0	<b>Companies House Confirmation Statement</b> MC needs to send her information onto MJ for the accountants to complete the Companies House confirmation statement. MJ explained that SJ has been taken off Companies House as director for the time being, but will be added back on once her identify verification issues have been sorted.	
4.0	<b>Office</b> Rent has been agreed with the Glan Afan Coffee Co at £100 a month.	
5.0	<b>Programme</b> <b>5.1. Easter Egg Hunt</b>	

	<p>MJ updated: 160 entries received, and the overall winner was given their prize today.</p> <p><b>5.2. K-Pop Demon Hunters</b></p> <p>MC said she had some extra footfall on the day. RJ would like some footfall figures from the Aberafan Shopping Centre and any insight on spend.</p> <p>RJ said children’s events get good publicity and a buzz in the town, but don’t bring in money for businesses.</p> <p><b>5.3. Food Festival</b></p> <p>JE updated: 37 stalls confirmed for outside, there were fewer applications this year. Only two stallholders were interested in having a stall inside.</p> <p>RJ had enquired with a DJ for the café end of Station Road but he was unavailable. MC suggested a relative from the Spud Fam as a DJ. RJ suggested booking the DJ inside ASC with seats in the morning and outside in the afternoon.</p> <p>JE explained there would be no promotional video this year due to the smaller size of the event.</p> <p><b>5.4. Other ideas</b></p> <p>MC said Barista’s is running a coffee loyalty card over the summer holidays to coincide with the loyalty card.</p> <p>RJ asked the board for ideas for the programme that aren’t events between the loyalty card in summer and Christmas.</p> <p>SJ suggested bringing in groups that do traditional Welsh music. MC suggested bringing in dance groups.</p> <p>RJ updated that Stephen Kinnock MP is involved with running a Great Get Together event in Baglan.</p>	
<p><b>6.0</b></p>	<p><b>Marketing</b></p> <p>JE updated the board with the following figures:</p> <ul style="list-style-type: none"> <li>• Facebook: 6883 followers up to 7027 (+144)</li> <li>• Instagram: 1292 followers up to 1329 (+37)</li> </ul> <p>JE updated that posts about the Easter trail winner and the new Morrisons shop would go up in the coming days.</p>	
<p><b>7.0</b></p>	<p><b>Finance</b></p> <p><b>7.1. Income/Expenditure Report</b></p> <p>MJ updated that there is about £7,000 in the Viva Port Talbot bank</p>	

	<p>account.</p> <p>MJ has asked for a 2026 collection update from the council – the rates officer is on annual leave so this will be confirmed next week.</p>	
<b>8.0</b>	<p><b>AOB</b></p> <p>RJ updated about Christmas lights: he has spoken to Saif who had asked if VPT has found any groups that could take over management of the Christmas lights. RJ explained that county councillors each have a £25,000 fund to give for projects in their ward, and suggested that some of this could be applied for for the lights. MJ has spoken to a council from another town centre for rough costs – costs were £29,000 per year with a contract for four years. A company would need to be brought in as there is currently nowhere to store the lights, so costs would likely be similar. MJ said if funding becomes available then an organisation/group could apply, but this wouldn't be sustainable in long term. RJ said VPT could put its annual £2,000 donation to buy a tree to put somewhere in town, but this is logistically not possible.</p> <p>SJ updated the board that the council has put in an expression of interest for the UK Town of Culture 2028 competition. MJ, JE, and SJ updated the board on the workshop event for the competition.</p> <p>The board discussed the Dick Penderyn film and St Mary's church.</p>	
<b>8.0</b>	<p><b>Date of next meeting</b></p> <p>Wednesday, 3<sup>rd</sup> June, 4:30pm.</p> <p>Meeting concluded at 17:18.</p>	