

**MINUTES OF A MULTI-LOCATION MEETING OF THE EVENTS
COMMITTEE OF PONTYPOOL COMMUNITY COUNCIL
HELD REMOTELY USING MICROSOFT TEAMS ON
WEDNESDAY 19 JANUARY 2022 AT 6.30PM**

In attendance:

Councillor: Elaine Chilcott JP (in the Chair)

and Councillors in attendance: Gaynor James, Lizzie Hunt, Nick Jones, Richard Overton, Norma Parrish and Ben Rapier

Officers: Cindy Challenger (Finance & Events Manager), Jane Wright (Assistant Clerk) Annette Ambrosen and Rebecca Cronin (Events Officers)

The meeting was recorded for minute taking purposes as agreed by Members.

332. **Apologies**

Apologies received from Councillors Giles Davies, Janet Jones, Rose Matthews and Nick Simons.

333. **Declarations of Interest**

Councillors Gaynor James, Nick Jones, Richard Overton and Norma Parrish declared personal and non-prejudicial interests in any agenda items relating to Torfaen County Borough Council (TCBC) as they were members of TCBC, as well as members of Pontypool Community Council.

334. **Christmas Cavalcade**

[Councillor R. Overton joined the meeting at this point].

The Committee received a debrief report on the Christmas Cavalcade 2021. The Chair of Events stated that it was an extremely comprehensive and informative report. The Chair stated the day was a great success with very little complaints. The Finance & Events Manager referred to two niggles:

(i) the owners of the new gym (Old New Look) stated that the stage was too close to their entrance so it became inaccessible. The F & E Manager stated that next year she was hoping to obtain permission to relocate the huge planter situated outside the gym in order that the stage could be moved away from the entrance and be more central.

(ii) One of the food stalls in the indoor market had complained they had done less trade compared to previous years due to people congregating outside their stall. The F & E Manager stated that the layout would be looked at for 2022.

RECOMMENDED:

- (i) the report be noted and the information contained within be considered and implemented for the 2022 event.
- (ii) that performances on the main stage be reviewed for next year to include a performance from Mad Mel, Characters/Mascots and the Musical Elves (from 2019) as well as looking into new acts.
- (iii) Consideration be given to an alternative competition to the Children's Colouring Competition for next year's Event as this did not take place this year, and in 2019 the number of entries were low.
- (iv) Consideration be given to an alternative to the horse and carriage usually used as the owner is retiring.
- (v) Review the appearance of the programme to incorporate the 30th Anniversary in 2022.

[Councillor N. Jones joined the meeting at this point]

335. **Festive Light Competition**

The Committee received an update on the Festive Light competition held in December 2021 noting the following key points:

- (i) The Competition was open to all residents of Pontypool.
- (ii) Residents were asked to send in a photograph entry of their lights via email.
- (iii) The competition ran from 30 November to 20 December.
- (iv) There were 4 entries in total with a 1st, 2nd and two joint third prizes given. The prizes were vouchers of the winner's choice.

It was agreed that for 2022 the competition be more inclusive by advertising through all media channels e.g., Free Press/South Wales Argus in addition to the Council's website, facebook and twitter. It was further agreed that entries should not only be sent via e-mail but by text, post etc as the point was made that not everyone is computer literate. It was also agreed that in the rules for 2022 there also be no product placement advertisements.

Several members referred to the fact that they had received comments from members of the public through their various social media platforms that prizes should be through local shops to support the community. It was agreed that local shops be contacted to see if they would be interested in giving gift certificates as prizes and a report be brought to the March Events Committee on their feedback.

RECOMMENDED: that the information in relation to the Festive Lights competition for 2022 be noted and acted upon.

336. **Spring Events**

The Committee considered holding the competitions listed below again this spring:

Art Competition:

It was agreed that this be commenced with immediate effect subject to Council approval and the theme be the Queen's Platinum Jubilee with judging taking place in Spring

Poetry and Photography Competitions:

It was agreed that due to the resources needed for Party in the Park that the Poetry Competition takes place in June while the Photography competition takes place in Autumn. It was agreed that a report be brought back to the March Events Committee for further consideration in relation to themes and timescales for these competitions.

RECOMMENDED: that the information in relation to the art, poetry and photography competitions be noted and acted upon, as above.

337. **Eisteddfod 2022**

The Committee received a report on the Eisteddfod 2022. The Events Officer Mrs AA informed the meeting that at the time of writing the report Wales was at alert Level 2, however by the end of the month she stated it could well be back to alert Level 0.

Consideration was given to the Eisteddfod being held in May instead of March due to safety restrictions as well as to avoid the pre-election (known as "purdah". (Mrs AA stated that the Acting Clerk was awaiting a reply from the Monitoring

Officer in relation to Purdah guidance so would be able to give an update at Council).

It was unanimously agreed that Mrs AA ascertain the availability of the Pontypool Active Living Centre (PALC) for the third week of May (before half term) and after the Elections as there would be more resources within the office with only two council meetings that month. It was agreed that a further report be brought back to the March Events Committee to finalise particulars. All 9 schools had informed Mrs AA that they would be happy to participate and 4 out of the 9 schools so far had stated they would be happy with the Eisteddfod taking place later in the year. She also confirmed that all set pieces are ready to be sent to the schools once a date has been confirmed.

RECOMMENDED: that the Eisteddfod takes place the third week of May subject to the availability of PALC, with a further report being presented to the March Events Committee.

338. **Party in the Park**

The Finance & Events Manager asked for approval from the Committee for Party in the Park to take place in 2022 which was an outdoor event in order that preparations can start to be put in place. This was unanimously agreed. She also informed the meeting that most of the entertainment and the main act the “Headliner” had been booked.

RECOMMENDED: that preparations commence now for Party in the Park.

Chair of Events

Signed(Chair) by