

**MINUTES OF EVENTS COMMITTEE HELD IN THE COUNCIL
CHAMBER, PONTYPOOL COMMUNITY COUNCIL OFFICES
WEDNESDAY 19TH SEPTEMBER 2018**

In attendance:

Councillor: N. B. Byrne (In the Chair)

Councillors in attendance: Mrs E. Chilcott JP, Mrs G. E. James,
Mrs R. Matthews, Mrs N. P Parrish, N. Simons

Apologies: M. Ford, Mrs E. Hunt, Mrs J. E. Jones, N. Jones, R. Mills

Officer: Ms J. Wright

145 **Declarations of Interest**

Councillors Mrs G. E. James, N. Jones and Mrs N. P. Parrish declared an interest in any item on the agenda relating to Torfaen County Borough Council.

RECOMMENDED: that the declarations of interest be recorded.

JW

146 **Party in the Park**

Members received a report on Party in the Park. The purpose of the report is to inform the Committee about the work and success of the Council's stand at Party in the Park 2018 in meeting the objectives of the Wellbeing of Future Generations (Wales) Act 2015.

Members felt that the stand was a huge success with staff and members engaging with members of the public on the work of the Community Council. A Teddy Tombola and a Name the Teddy competitions were held in aid of the Chairman's charities and these were very popular.

The Assistant Clerk informed members that a letter had been received into the office from Torfaen County Borough

Council regarding the future of Pontypool Party in the Park which is an item on next week's Full Council for consideration.

RECOMMENDED:

(i) that the committee notes the value to the Council at facilitating community engagement and meeting the objectives of the Wellbeing of Future Generations (Wales) Act 2015 at this event.

(ii) to note that there is an item on Council regarding the future of Party in the Park.

147

Photographic Competition

Members received an update on the Photography Competition.

- Closing date was Friday 10th August 2018
- The theme was wildlife in Torfaen.
- There were a total of 18 entries.
- Judging took place on Thursday 13th September 2018
- The finalists will be invited to the Grants Presentation Evening on Thursday 11th October where the winner will be announced. The prizes are:

1st - £50 and a canvas of the winning entry

2nd - £30

3rd - £20

Everyone will receive a certificate.

RECOMMENDED: that the information be noted.

148

Presentation Evening

The next presentation evening has been arranged for Thursday 11th October at Pontnewynydd Community Hall, Zion Hill. The grants approved at the recent Policy and Finance Committee will be awarded plus a few others

confirmed earlier in the year. A buffet will be available on the evening:

The following will be awarded on the evening:-

- Grant Aid
- Testimonials
- Environmental Grants
- Junior Sponsorship
- Photo Competition Awards
- Grants not awarded in July

RECOMMENDED: that the information in relation to the next Grants Presentation Evening be noted.

AA

149

Inter-Schools Eisteddfod

Members received a report on Pontypool Community Council Inter-Schools Eisteddfod. The Assistant Clerk informed members that the Pontypool Active Living Centre has been provisionally booked for 21st – 22nd March and 27th – 28th March so that the schools can choose their preferred dates. All the Pontypool primary schools have been asked to take part in the 2019 Eisteddfod and a working party meeting will be arranged for November. The format will be back to the competitive style as this had worked extremely well at this year's Eisteddfod. Mrs Mary Scourfield from Menter Iaith has agreed to help with deciding the set pieces to send out to schools. In April 2018 the Events Committee agreed that more staff be allowed to help at the event.

It was agreed that Mrs CC, AA and CH attend each day of the Eisteddfod while Ms JW and CP would provide cover for the office. It was further agreed that no annual leave be granted the week of the Eisteddfod unless in an extreme emergency.

In respect of catering arrangements for 2019 it was agreed that an itinerary be drawn up for the times teas and coffees and the buffet needed to be served over the two days. It was further agreed that a meeting take place with the Catering Manager and Chair and Vice-Chair of Events before the Event to avoid unnecessary glitches over the two days.

RECOMMENDED: (i) that the preliminary arrangements for Pontypool Inter-Schools Eisteddfod 2019 be approved.

(ii) that the Council note the staffing arrangements for the week of the Eisteddfod.

(iii) that an itinerary be drawn up for the Catering Manager at Pontypool Leisure Centre as outlined above.

150 **Council Dinner**

It was agreed that this item be deferred to Council in order that the Chair of Council could approve a date and venue for the council Dinner 2019.

RECOMMENDED: that the Council Dinner be placed as an item on full Council.

151 **Christmas Cavalcade**

The Committee received the following:

- Minutes of the working party held on the 6th August 2018
- Report on the Christmas Cavalcade to date
- Pontypool Christmas Cavalcade Event Safety Plan 2018 and Fire Risk Assessment

The Assistant Clerk informed members that with reference to the Scheme of Works and following specifically the work undertaken in 2017, work on the organisation for the 2018 Cavalcade was progressing well.

RECOMMENDED:

(i) that the Committee note the Minutes of the Cavalcade Working Party meeting and the actions contained within.

(ii) that the Pontypool Christmas Cavalcade Event Safety Plan 2018 and Fire Risk Assessment be approved.

152 **Youth Festival 2019**

The Assistant Clerk informed members that a special Events meeting had been arranged for Wednesday 10th October 2018 at 5.00 pm where representatives from the Youth Council would be giving a presentation to members on their recent trip to Longjumeau and the Chair of Council would report on the Conference he attended. It was agreed that the theme for the Conference and arrangements for the Youth Festival 2019 be discussed further at this meeting. It was agreed that as the Chair of Events would be unable to attend due to personal commitments (unfortunately this is the only day that Ms R. Bennett can attend) that the Vice-Chair of Events would chair the meeting. All members would be invited to attend this meeting. It was noted that there would be a standard item on the Youth Festival on the Events Committee going forward.

RECOMMENDED: that the information in respect of the Youth Festival 2019 be noted.

Chair of Events

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