

**QUICK NOTES OF A MULTI-LOCATION MEETING OF THE EVENTS  
COMMITTEE OF PONTYPOOL COMMUNITY COUNCIL  
HELD ON  
WEDNESDAY 11 JANUARY 2023 AT 6.30 PM**

**NB: FULL MINUTES WILL BE PUBLISHED IN DUE COURSE**

**In attendance:**

Councillor: Rose Matthews# (in the Chair)

and Councillors in attendance: Gaynor James#, Anne Gunter#, Nathan Warren#, Nick Jones\*

Also in attendance: Jon James#

Officers: Lisa McMail (Clerk)\*, Rebecca Cronin (Projects & Events Manager)# and Annette Ambrosen (Events Officer)#

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

330. **Apologies**

Apologies received from Councillor Lizzie Hunt.

331. **Declarations of Interest**

Councillors Gaynor James, Rose Matthews and Jon James 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.

332. **Christmas Cavalcade**

The Committee received a debrief report on the Christmas Cavalcade 2022.

It was agreed that the recommendations of the report be approved as follows:

**RECOMMENDED:**

- (i) the report be noted and recommendations listed be considered and agreed for the 2023 event.
- (ii) that the Health and Safety management of the event be considered.

(iii) that the location of Santas Grotto be considered and agreed.

(iv) 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.

(v) Consideration be given to an alternative competition to the best dressed festive business, for local Pontypool Small businesses.

(vi) Consideration be given to hiring of the Land Train and having a Parade of Light.

vii) Full breakdown of the Christmas Cavalcade expenditure would be provided at the next Events meeting in March.

333.

**Photography Competition**

Councillor RM asked how many entries had been received for the photography competition. Mrs RC stated that they had received two entries to date but they would be running it for a longer period this year. Councillor GJ said it should be readvertised on the website and she and other members would put it on their social media sites.

**RECOMMENDED:**

(i) that the Photography competition be readvertised on website and on members social media sites.

(ii) that new posters are printed for Councillor NJ.

334.

**Eisteddfod**

The Committee received a report outlining information in relation to the Eisteddfod 2023.

Councillor RM asked if everyone had read the report and was happy with the contents; members all agreed that they were. The 2023 Eisteddfod will take place over the following dates at Pontypool Active Living Centre:

Foundation Phase – Tuesday 14<sup>th</sup> March 2023

Key Stage 2 – Wednesday 15<sup>th</sup> March 2023

The report stated that all Pontypool Primary schools have been contacted and they will be sent the set pieces this month. Representatives from Menter Iath, Ms Alison Instone (dance) and Mr Wayne Corrie Beecham have been

asked to judge again this year. A compere has not yet been confirmed.

Councillor AG said that she thoroughly enjoyed last year's Eisteddfod and as a Welsh speaker she would be happy to help this year.

Events Officer Mrs AA suggested that Councillor AG would be very good as a compere and asked would she be willing to compere the two day event. Councillor AG agreed to be the compere which was unanimously agreed by the Committee.

**RECOMMENDED:**

(i)the contents of the report and information be noted.

(ii)that Councillor AG would be the compere over the two days of the 2023 Eisteddfod

335. **Party in the Park**

The Projects & Events Manager stated that Party in the Park should take place on Saturday 8<sup>th</sup> July 2023.

**RECOMMENDED:** that Party in the Park takes place on Saturday 8<sup>th</sup> July 2023 and the park be booked so that preparations for the event can commence.

336. **Annual Dinner**

The Projects & Events Manager informed the committee that Councillor MF (Chair of Council) would like the Annual Dinner to go ahead and take place on Friday 24<sup>th</sup> March at Pontypool Golf Club, Trevethin.

**RECOMMENDED:** that the Annual Dinner will be held on Friday 24<sup>th</sup> March 2023 at the Pontypool Golf Club, Trevethin.

337. **Committee Budget**

Councillor RM asked if they were in the remit of the committee budget. The Clerk explained that these figures were only up to the 31<sup>st</sup> October, as the Finance Manager was currently working on the December figures which would be available at the next Events meeting in March. The Clerk would arrange a meeting with the Projects and

Events Manager within the next two weeks and provide a full update on spend to date in March.

**RECOMMENDED:** that a meeting to be arranged between the Clerk and the Projects and Events Manager as outlined above in order that full costings can be presented to the March Events Committee.

Signed by Chair: .....

**PONTYPOOL COMMUNITY COUNCIL  
CYNGOR CYMUNED PONT-Y-PŴL  
Declarations of Interest Declared**

**MEETING: EVENTS**

**DATE: Wednesday 11<sup>th</sup> January 2023**

<u>Name of Member</u>	<u>Interest Declared</u>	<u>Declaration Signature</u>
Councillor Mrs G. E. James	A personal and non-prejudicial interest in any agenda items relating to Torfaen County Borough Council (TCBC) as a member of TCBC, as well as a member of Pontypool Community Council.	Signed
Councillor J. James	A personal and non-prejudicial interest in any agenda items relating to Torfaen County Borough Council (TCBC) as a member of TCBC, as well as a member of Pontypool Community Council.	Signed
Councillor Mrs R. Matthews	A personal and non-prejudicial interest in any agenda items relating to Torfaen County Borough Council (TCBC) as a member of TCBC, as well as a member of Pontypool Community Council.	Signed

