

**QUICK NOTES OF A MULTI-LOCATION MEETING OF THE EVENTS
COMMITTEE OF PONTYPOOL COMMUNITY COUNCIL
HELD ON
WEDNESDAY 8th March 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*, Nick Simons*,

Also in attendance: Sue Malson* Jonathan Martin*

Officers: Lisa McMail (Clerk)*, Rebecca Cronin (Projects & Events Manager)* and Jane Wright (Assistant Clerk)*

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

All on Teams (adverse weather) *

433. **Apologies**

Apologies received from Councillors Nick Byrne, Lizzie Hunt and Matt Ford.

434. **Declarations of Interest**

Councillors Gaynor James, Sue Malson, Rose Matthews and Nick Simons 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.

JW

Councillor Anne Gunter declared an interest in item 11 Party in the Park as a possible stallholder.

435. **Eisteddfod 2023**

The Projects & Events Manager (RC) gave a verbal update on the Eisteddfod informing members that the Eisteddfod was all planned and was going ahead on Tuesday 21st and Wednesday 22nd March, she stated that everything was in order.

RECOMMENDED: that the information relayed by RC in relation to the Eisteddfod be noted.

436. **Annual Dinner**

The Projects & Events Manager informed members that 110 people had been invited to the dinner of which 61 people had confirmed they would be attending, the deadline for responses had now passed and there were a few councillors who had not yet replied so assumed they would not be attending. The Chair of Council Cllr MF is very happy with the progression so far in relation to the arrangements for the dinner and a visit just needs to be made to the Golf Club confirming menu choices.

RECOMMENDED: that the information in relation to the Annual dinner be noted.

437. **Photography Competition**

The Projects & Events Manager informed members that there had been 26 entries for the Photography competition to date, the deadline for all entries was the 20th March, so just over a week left, with the snow today she stated it may encourage people to go out and take photos so there may be a last influx of entries, but stated that 26 entries is still very good. The Chair stated that it had proved beneficial to extend the closing date.

RECOMMENDED: that the information in relation to the Photography Competition be noted.

438. **Poetry Trail**

The Clerk (LM) informed members that herself and Projects & Events Manager had met with Jenni Crane and the trail was progressing very well, stating that the launch date was turning into a bit of an event, there are now plans to have a harpist at the Gorsedd Stones as well as someone singing when unveiling the statue so there would be some additional costs involved, there are also further costs for markers and interpretation boards.

RECOMMENDED:

- (i) that the information to date be noted
- (ii) that a further update would be presented by the Clerk to the next Events meeting.

439. **King Charles III Coronation**

RC informed the meeting that she had a conversation with Shane Kennedy, Pontypool Market Manager, everything is on hold at present until he confirms what funding is available to him in relation to the event, however it had been proposed by PCC to fund a screen in the market or outdoors in order that the Coronation could be watched live while people were attending the Artisan market on the day of the Coronation.

RECOMMENDED: to note that this item is presently on hold at present until the Market Manager contacts RC with definitive plans for the day and then RC would update members.

440. **Poetry Competition**

Members received a report from the Projects and Events Officer (AA) on the 2023 Poetry Competition. A suggestion for 2023 could maybe link the competition to the Myfanwy Haycock poetry trail that the Council is funding, the Council could open it up to schools which would promote visitors to the poetry trail. Cllr NW was supportive of the suggestions in the report to have a poetry competition in line with the launch of the Myfanwy Haycock poetry trail, as both would link up well together.

RECOMMENDED: that the Council for 2023 hold a poetry competition in line with the launch of the Myfanwy poetry trail.

441. **Environmental Quiz**

The Projects & Events Manager confirmed that arrangements have commenced on the Environmental Quiz for 2023. The Quiz will be held at Cwmffrwdroer Primary School who were the winners of the 2022 Quiz, the school had been contacted and are more than happy to host the event. The date had been set for Monday 12th June at 4.00 pm after school finishes. Hopefully this year it will be a bilingual quiz as Cllr Anne Gunter had volunteered to provide the bilingual section of the quiz so she would confirm with RC and AA if she was available on that date.

RC/AA

RC/AA

RECOMMENDED: that the Committee note the update from RC in relation to the Quiz.

442. **Garden Competition**

The Committee received a report to discuss if the Garden Competition should run again in 2023. It was agreed that the categories be streamlined to Best Garden and Best Container Garden as these were most popular categories, have a Judges Choice Award as well as a character themed garden under the children category and little green fingers category. It was further agreed to have written guidelines in relation to the competition.

RECOMMENDED: that the above suggestions in relation to removing some of the categories and including new categories be followed up with the date for the Garden Competition set for end of July/August.

RC/AA

[Councillor JM joined the meeting at this juncture]

443. **Party in the Park**

The Committee received a comprehensive report by RC in relation to Party in the Park. RC referred to a number of bullet points in the report of which she asked for approval to go ahead and book. All agreed with the suggestions/recommendations that were made by RC, with clarification being sought if there was an age restriction on the main attraction for the day.

RECOMMENDED:

- (i) that the Projects & Events Officer progress with the booking of entertainment for Party in the Park and the Committee note the information relayed by RC.
- (ii) An Health and Safety Officer be sourced for the day.

RC/AA

444. **Presentation Evening(s)**

The Committee received a report in relation to the Presentation Evening(s). The Council previously held two presentation evenings per year: one in Spring and one in Autumn where the following grants were awarded: grant aid, sports clubs (Grounds Maintenance and Junior Club Sponsorship), Core Funding grants for charities, some LVF, annual sponsorship, Grants, Environmental Grants, Testimonials and photo competition winners.

Organisations were presented with a cheque and asked to say a few words regarding their organisation and what the money would be used for. A lengthy discussion took place on reintroducing presentation evening(s) in relation to the logistics and format, and whether it would be better to have one large presentation at a larger venue or smaller ones. Concern was expressed that now money is paid by BACs instead of organisations being given a cheque people may not attend on the evening.

RECOMMENDED: that a further report be brought back to the next Events meeting proposing a new format, including whether to have one or more presentation evenings including a way of encouraging people to attend.

AA/RC

445. **Committee Budget**

The Committee received the Committee budget to date. The Clerk stated if anyone had any questions she would be more than happy to answer them. The Clerk stated that the budget comparison be reviewed for over/under spends, however the reserves are not listed within the report and so pointed out there is still an Events earmarked reserve of £1237.00 which will carry over year on year if not used.

LM/
RC

RECOMMENDED: that the Committee note the budget to date.

Signed by Chair:

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

MEETING: EVENTS

DATE: Wednesday 8th March 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 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
Councillor S. Malson	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 N. Simons	A personal and non-prejudicial interest in	Signed

	any agenda items relating to Torfaen County Borough Council (TCBC) as a member of TCBC, as well as a member of Pontypool Community Council.	
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