

MINUTES of an **EVENTS COMMITTEE MEETING held on THURSDAY 8TH OCTOBER 2015** at the Community Hall Prichard Street, Tonyrefail which commenced at 7.50pm.

PRESENT: Councillors Messrs. D. O. Jones, S. Kiff, S. Stevens, Mrs. D. Roberts and Mrs. A. Davies-Jones, Amy Baker from Communities First, Representative from Glamorgan Classic Cars, Representatives from Four Seasons, Tonyrefail, Representative from The Savoy Theatre and Mr. G. Maddox from the Rhondda Bowl.

In attendance: Mrs. Pauline Williams – Clerk

**In the absence of both the Chairman and Vice Chairman
Councillor D. O. Jones was nominated to take the Chair**

1. APOLOGIES FOR ABSENCE

1.1 APOLOGIES SUBMITTED FOR APPROVAL

It was **RESOLVED:** To accept and approve the apologies submitted by Councillors: G. Powell (Family Commitment), N. Harding (Childcare), G. Evans (Work Commitment), C. Edwards (Work Commitment), A. Davies (Prior engagement), and Julia Rowlands (CAE).

1.2 APOLOGIES NOT SUBMITTED

No apology for absence was received from Councillor Mrs. K. Godfrey.

2. DISCLOSURES OF PERSONAL INTEREST

There were no personal interests declared in matters pertaining to the agenda.

4. MINUTES

The minutes of the Events Committee meeting held on Thursday 10th September had been confirmed as a correct record in the October monthly meeting and copies were circulated for information only.

5. CHRISTMAS EVENT:

6.1 FUNDING

The Clerk was delighted to advise that Ensinger in Tonyrefail is kindly donating £350 to the event and would like the money to be used for the gazebos and the Krazy Kartz. Councillors were delighted with their generosity.

6. COMMUNITIES FIRST

6.1 THEMED ROOM WITH ACTIVITIES FOR CHILDREN

It was **RESOLVED:** That Communities First will organise the Themed room and provide all the necessary equipment.

6.2 BANNERS

It was **RESOLVED:** That Communities First will liaise with CAE to draft a banner.

6.3 SANTA'S WORKSHOP

It was **RESOLVED:** That Communities First /CAE will organise and provide the necessary equipment.

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6.4 WRAPPING OF CHILDREN'S GIFT

It was **RESOLVED:** That this will be undertaken during the 1st week of November.

6.5 WRAPPING OF CHILDREN'S SWEETS

It was **RESOLVED:** That this will also be undertaken in November.

6.6 WRAPPING PAPER FOR CHILDREN'S GIFT.

It was **RESOLVED:** That Hannah from Four Seasons would provide contact details to Amy of a supplier in Aberbargoed.

7. CAE**7.1 STALL BOOKINGS - MUST PROVIDE A COPY OF THEIR INSURANCE AND UNDERTAKE A RISK ASSESSMENT**

Amy advised that the booking forms and attachments have been sent out by CAE and it was **RESOLVED:** That Councillor Kiff would contact the local businesses to ask they would like a stall at the event.

7.2 DRINKS

It was **RESOLVED:** That CAE will provide and retain the income received from the drinks.

7.3 TATTOOS

It was **RESOLVED:** That CAE will provide and retain the income from the tattoos.

7.4 FACE PAINTING

It was **RESOLVED:** That CAE will provide and retain the income from the tattoos.

8 SNOW GLOBE

See minute no. 4.1 and 4 of the extraordinary meeting held earlier.

9. TO CONSIDER BALLOON DECORATIONS

A discussion took place and it was **RESOLVED:** That a budget of £1500 is set aside to cover the decorations.

10. CHARACTERS**10.1 STAR WARS**

It was **RESOLVED:** That a number of Star Wars characters would be in attendance.

10.2 ANY OTHER CHARACTERS

It was **RESOLVED:** That no other characters would be in attendance at the event.

11. CHOIRS**11.1 ROCK CHOIR**

No contact had been made with the council by the Rock Choir.

11.2 THE ACCIDENTALS CHOIR

It was **RESOLVED:** To accept the kind invitation of the Accidentals Choir to sing free of charge at the event.

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12. HEALTH AND SAFETY**12.1 WHO WILL BE UNDERTAKING THE TASK OF HEALTH & SAFETY AND RISK ASSESSMENTS**

It was **RESOLVED:** That Councillor D. O. Jones would take the role of the responsible person for Health & Safety and Risk Assessment for the event.

12.2 FIRST AID

It was **RESOLVED:** That Amy would arrange cover with the Leisure centre.

13. PRIMARY SCHOOLS ART COMPETITION

It was **RESOLVED:** That the competition would take the form of a Tonyrefail Christmas theme. It was also **RESOLVED:** That Amy would liaise with the 5 primary schools in respect of the competition. It was further **RESOLVED:** That there would be 4 categories Age Groups 3 to 5, 6 to 7, 8 to 9 and 10 to 11 and an overall winner.

14. ANY OTHER IDEAS

Proceeding.

15. CHRISTMAS CONCERT – FRIDAY 11TH DECEMBER 2015

A discussion took place with Dan, Hayley and the events committee and it was confirmed that the venue is ready and that there is seating for 154. It was **RESOLVED:** Doors will open at 6.30 pm and the concert will commence at 7.00 pm and finish at 9.00 p.m with an interval of 20 minutes. A sound-check of all those performing will take place between 4.00 pm and 6.00 pm on the day. A free raffle will be included in the ticket cost of £2.00.

It was also **RESOLVED:** That the Clerk liaises with Dan and Hayley in respect of the producing of the ticket.

It was further **RESOLVED:** That Mr. Trevor Jones would be asked if he would like to compere the concert.

16. SUMMER FESTIVAL AND CLASSIC CAR SHOW 2016**16.1 TO ENTER INTO JOINT PARTNERSHIP WITH COMMUNITIES FIRST**

A discuss took place with Amy from Communities First and it was **RESOLVED:** That Communities First are prepared enter into a joint partnership with the Community Council for a Summer Festival and Classic Car show in 2015.

16.1 TO ARRANGE DATE OF EVENT WITH GLAMORGAN CLASSIC CARS

It was **RESOLVED:** That the event would take place on Saturday 13th August 2014 at the Leisure Centre (subject to availability).

16.2 TO DISCUSS EVENT IN GENERAL

A discussion was held Mr. Maddox in respect of the use of Rhondda Bowl car park. It was **RESOLVED:** That an area would be released for about 20 Classic Cars to be on show. It was further **RESOLVED:** That the Clerk arrange a site meeting with Mr. Maddox, Amy from Communities First., representative from the Glamorgan Classic Cars and the community councillors which will commence at 6.00 pm on a date to be confirmed.

It was also **RESOLVED:** That the next meeting to discuss the Summer Festival and Classic Car show will take place 11th February 2016.

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17. DATE OF NEXT MEETING

It was **RESOLVED:** That the next Events Committee Meeting will take place on Thursday 12th November at 7.30 pm.

Signed.....

Date.....