

MINUTES of the EVENTS COMMITTEE MEETING of Tonyrefail & District Community Council held on THURSDAY 10TH September 2015 at the Community Hall Prichard Street, Tonyrefail which commenced at 7.30 pm.

PRESENT: Councillors: G. Powell (Chairman), S. Kiff, S. Stevens, A. Davies, D. O. Jones and Alexandra Davies-Jones.

In attendance: Mrs. Pauline Williams – Clerk

1.1 APOLOGIES SUBMITTED FOR APPROVAL

It was **RESOLVED:** To accept and approve the apologies submitted by Councillors: Glenn Evans (Work Commitment), Neil Harding (Work Commitment), Karen Godfrey (Holidays), C. Edwards (Work Commitment) and D. Roberts (Family commitment). Karen Howells (Sick-leave), Amy Bolderson (Holidays).

1.2 APOLOGIES NOT SUBMITTED

CAE

2. DISCLOSURES OF PERSONAL INTEREST

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

3. TO MEET: WITH REPRESENTATIVES FROM: CAE, COMMUNITIES FIRST, REPRESENTATIVES FROM THE CHAMBER OF TRADE AND STUART STEVENS FROM HAVE I GOT NEWS FOR YOU.

As there were no members from CAE and Communities First present the following items were discussed by Council:

(1). FUNDING

The Clerk advised that she had received a cheque from A. F. Blakemore for £50. It was **RESOLVED:** That a letter of thanks is sent to A. F. Blakemore.

The Clerk advised that Tesco will be kindly providing the sweets for the pic'n'mix and will be delivered to the Council office on 16th November. It was **RESOLVED:** That the money raised will go back to the Community Council Christmas Fund. It was also **RESOLVED:** That a letter of thanks is sent to Tesco .

(2). CHILDRENS GIFT

The Wrapping of the Children's Gifts was discussed and it was **RESOLVED:** That this would be discussed at the October meeting.

It was also **RESOLVED:** That a request for wrapping paper is put on Face book and on the council's website.

(3). CHILDRENS DRINKS

It was **RESOLVED:** That CAE would be given the opportunity to purchase and sell drinks at the Event..

(4). TATTOO'S AND FACE PAINTING

It was **RESOLVED:** That CAE would be given the opportunity to carry out the tattoos and face painting.

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(5). CHILDREN'S ENTERTAINER

It was **RESOLVED:** To note the comments made by the Clerk that Communities First are to pay for the Children's Entertainer.

(6). WALKIE TALKIES

It was **RESOLVED:** To note the comments made by the Clerk that Communities First are to pay for the Walkie Talkies.

4. MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON THURSDAY 9TH JULY 2015

It was **RESOLVED:** To note the minutes which had previously been approved at the September Monthly Meeting of the council.

5. TO DISCUSS CHRISTMAS 2015 EVENT:**5.1 THEMED ROOM WITH ACTIVITIES FOR CHILDREN**

It was **RESOLVED:** To defer this item to the October Events meeting

5.2 STALLS AND POSSIBLE CHRISTMAS MARKET

The Clerk advised that she had received several requests for stalls. It was **RESOLVED:** That a charge of £10 per stall would be applicable to all stall holders outside of the Community Council area and that anyone wishing to have a stall from within the Community Council area would be free of charge.

The Clerk had been advised by Communities First that the Farmers Market would be unable to attend.

It was **RESOLVED:** That CAE will be contacted to ask if Julia Rowlands would undertake the task of the booking of the stalls. It was also **RESOLVED:** That each stall holders must provide insurance cover and a risk assessment.

5.3 PRIMARY SCHOOL ART COMPETITION

As only Williamstown Primary school had been the only school to confirm that they would be participating in the art competition. It was **RESOLVED:** That the Clerk writes a further letter to the schools which have not replied.

It was also **RESOLVED:** That the competition would be split into 4 categories i.e.: Year, 3, 4, 5, and 6 and that a voucher prize would be awarded for 1st, 2nd and 3rd in each school and a voucher will also be awarded to the Overall Winner from all of the schools.

5.4 BANNER (2) FOR ADVERTISING THE EVENT

It was **RESOLVED:** To defer this item to the October meeting.

5.5 HOG ROAST

Councillor Austin Davies has confirmed that Matthew from Crispy Cod will be providing the 'Hog Roast' at the event. The Clerk asked Councillor Davies to ensure that the appropriate insurance cover and risk assessment will be provided.

5.6 CHILDREN'S GIFT

It was **RESOLVED:** To remove this item from the agenda a purchase order has been raised.

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5.7 CHRISTMAS TREES/TONYREFAIL SQUARE**1). LOCAL BUSINESSES**

It was **RESOLVED:** That Councillor Austin Davies would arrange with Mr. W. Banfield in respect of the purchasing of the small Christmas trees, the 'putting up' and 'taking down' of the Christmas trees.

It was also **RESOLVED:** That Councillor Austin Davies would also ensure that the person responsible for the 'putting up' and the 'taking down' of the Christmas trees would have appropriate insurance cover and that a risk assessment is undertaken.

5.8 BALLOON DECORATIONS

Owing to budget constraints it was not possible to proceed with the original quotation. It was **RESOLVED:** To discuss an alternative balloon display at the October meeting.

5.9 PHOTO BOOTH/SNOW GLOBE

It was **RESOLVED:** That a Snow Glove is hired at the cost of £945 which will include the cost of the photos printed on the day. It was further **RESOLVED:** That a charge of £2 would be made and the money raised would go back into the community council's Christmas fund.

5.10 SNOW SLIDE

It was **RESOLVED:** Not to proceed with the hire of a snow slide.

5.11 ELVES – FANCY DRESS COSTUMES

It was **RESOLVED:** That the Chairman would pay for the costumes for each Councillor attending the Christmas Event from his Chairman's allowance. It was further **RESOLVED:** That Councillor Alexandra Davies would purchase each costume on the council's behalf.

5.12 FAKE SNOW MACHINE

A discussion took place and it was **RESOLVED:** Not to proceed with the hire of a Snow Machine.

5.13 CHARACTERS

It was **RESOLVED:** That this item would be deferred to the October meeting of the Events Committee.

5.14 FUN FAIR

It was **RESOLVED:** Not to proceed with Fun Fair rides.

5.15 SANTA'S WORKSHOP

It was **RESOLVED:** To defer this item to the October meeting of the Events Committee.

5.16 ROCK CHOIR

Proceeding.

5.17 KRAZY KARTS

It was **RESOLVED:** That the Krazy Karts are hired at a charge of £50.00 per hour from 11.00 am – 3.00 pm.

6. CHRISTMAS CONCERT

It was **RESOLVED:** That this item is deferred to the October Events Committee

Initials:

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7. DATE OF NEXT MEETING

It was **RESOLVED:** That the next Events Committee meeting will take place on Thursday 8th October at 7.30 pm.

Signed:

Date.....