



Minutes of the Events Committee Meeting
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:30pm on Monday, 13th March 2023

Present: Cllr D Owen-Jones (Chair)
Cllr A Davies
Cllr M Davies
Cllr A Richards

Absent: Cllr G Powell

Officers: Ms J van Tonder (Clerk & RFO)

1. Apologies for absence

Apologies for absence had been received from Cllr D Grehan.

2. Declarations of Interest

There were no declarations of interest made.

3. Minutes of the previous meeting: 13th February 2023

It was proposed, seconded and

Resolved: To agree the minutes of the Committee Meeting held on 13th February 2023 as a true and accurate record.

4. Upcoming Events – Quarter 1 (April to June 2023)

Members were advised that the Workmen's Club was planning to hold an event on Easter Monday. Cllr A Davies asked if the Committee could give some money to the Club towards the purchase of Easter eggs.

The Clerk advised that, as this item was not on the agenda, the Committee could not take a decision on this matter but that it could be added to a future agenda. It was agreed that would be too late and the matter was put aside.

a) Covid Memorial Service – 18th March 2023

i) Purchase of daffodils

It was proposed, seconded and

Resolved: To ratify the decision to purchase 30 biodegradable pots of daffodil bulbs at a cost of £2.50 each.

ii) Vicar's acceptance of invitation to deliver service

It was noted Rev. Ernie Banwell had accepted the Council's invitation to deliver the Covid Memorial service.

iii) Logistics for refreshments

It was noted that Cllr Linda Michel had purchased cakes, tea, coffee and sugar, and would be reimbursed. More cakes would be brought in on the day.

iv) Attendance

Cllrs A Davies, M Davies, D Owen-Jones, A Richards, G Evans and L Michel would be in attendance, as would the Clerk and Deputy Clerk.

It was agreed the dress code would be smart casual.

b) Coronation Event

i) Event Planner

Cllr A Davies reported that she, Cllr A Richards and the Clerk had visited the Leisure Centre to gauge capacity as well as to discuss options for tables.

It was noted the venue could accommodate 200 people and it was agreed tickets would be limited to this number.

Members worked their way through the event planner, updating on progress.

ii) Additional entertainment options

Members considered the extensive list of entertainment options that could be added to the bouncy castles and DJ.

Following discussion, it was proposed, seconded and

Resolved: To hire the following for a period of two hours (between 12:30 and 14:30) from Mini Mayhem:

- Popcorn machine (unlimited supply) at £120 + VAT,
- Candy floss machine (unlimited supply) at £120 + VAT, and
- Set of slush machines (unlimited supply) at £100 + VAT.

iii) Quotations for Catering

Members considered the three quotations sourced from local *RCT Eats* caterers. The Clerk confirmed the food would be delivered on the morning of the event and would not require refrigeration.

Following discussion, it was proposed, seconded and

Resolved: To accept the quotation of Fun Fillings for children's lunch boxes consisting of a sandwich, pasty, cake, crisps and drink at £5 each, and adults' cake boxes with a scone, cake, quiche and pasty at £7 each.

5. Upcoming Events – Quarter 2 (July to September 2023)

No events for this quarter were planned.

6. Upcoming Events – Quarter 3 (October to December 2023)

a) Community Awards night – 12th October 2023

Nothing further was discussed other than to confirm the date as being 12th October.

b) Fireworks display – November 2023

Nothing further was discussed.

c) Provision of Christmas lighting

The Clerk advised Centregreat had confirmed all the Council's lights were in working order, albeit some sets were reaching the end of their lives.

It was agreed to assess how much funding would be available for virement for new lights from the Summer Event budget once the Coronation event was over.

At that point, a meeting with Centregreat would be arranged.

d) Seniors' Christmas dinner – 7th December 2023

Nothing further was discussed other than to confirm the date as being 7th December.

e) Christmas event – December 2023

Nothing further was discussed.

7. Upcoming Events – Quarter 4 (January to March 2024)

No events were discussed for this quarter.

8. Date of the next meeting

The next meeting will be held on Monday, 24th April 2023 at 6:30pm.

Meeting concluded at 8:10pm

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