



Minutes of the Events Committee Meeting
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:30pm on Monday, 24th April 2023

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

Absent: Cllr G Powell

Officers: Ms J van Tonder (Clerk & RFO)

As Cllr D Owen-Jones was unable to attend the meeting in person and could not access the agenda, Cllr A Davies presided over the meeting.

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 March 2023

It was proposed, seconded and

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

4. Events Committee Finance Report

The Clerk presented the draft Accounts for the Events Committee for the year ended 31st March 2023. Members noted net event expenditure for the year had been £29k against a budget of £42.7k, resulting in an underspend of £13.7k.

Members noted the Council's decision to vire £7,600 from this underspend to Earmarked Reserves for future expenditure on Christmas Lights.

The budget for 2023/24 was noted.

5. Evaluate Past Events: Covid Memorial Service

It was agreed there had been a good turnout for the event despite the damp weather and that, overall, it had been a memorable day. The Clerk confirmed photographs had been posted on social media.

Members considered whether the event should become an annual staple of the events calendar and, following discussion, it was felt this was not necessary as the event had tied in with the unveiling of the memorial plaque, a once-off.

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

a) Coronation Event

i) Event Planner

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

After some discussion, it was agreed to ask Hokey Cokey to provide their two most popular character entertainers after members failed to reach consensus. It was suggested an additional ride such as a mini carousel could be booked to supplement the entertainment on offer. The Clerk advised it was unlikely the Council would be able to secure a piece of equipment of that nature at such short notice.

The Clerk was asked to make enquiries.

The Clerk advised she would be putting out a call on social media for the return of any surplus tickets that could be given to those families on the waiting list.

ii) Wording for balloon arch

It was agreed the wording would read:

Coronation of King Charles III
6th May 2023

and include the Council's logo somewhere on the arch.

iii) Options for additional tables

The Clerk advised members that the Leisure Centre were looking to source the additional 20 trestle tables needed. It was noted the Lighthouse Project had nine that could probably be borrowed for the day.

iv) Logistics, members' attendance and roles

Cllrs M Austin, A Richards, L Michel and D James had confirmed they would be available for the entire day. Cllr D Owen-Jones advised he would be in attendance until 2pm.

In addition, the Clerk and three members of the Grounds staff would be attending.

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

No events for this quarter were planned.

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

a) Community Awards night – 12th October 2023

Cllr A Davies confirmed the venue had been booked.

b) Fireworks display – November 2023

Nothing further was discussed.

c) Provision of Christmas lighting

Cllrs D Owen-Jones and A Davies agreed to undertake a site visit of the Waunrydd Road / Mill Street intersection ("the Square") and area outside the Workmen's Club in order to make a recommendation to members on suitable locations for the two proposed Christmas trees. It was noted the previous tree foundations at the Square would need to be recast and a source of power for the lighting, identified.

It was agreed commercial premises in the Tonyrefail retail area would, once again, be offered small trees for display above their shop fronts. It was expected that most business owners that had trees in the past would still have their Christmas lights.

It was agreed to defer further discussion on roadside Christmas lighting to the next meeting.

d) Seniors' Christmas dinner – 7th December 2023

Nothing further was discussed.

e) Christmas event – 1-2 December 2023

The Clerk confirmed the Leisure Centre had been booked for the 1st and 2nd December 2023.

It was agreed planning for this event would begin at the next meeting in June.

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

No events were discussed for this quarter.

10. Date of the next meeting

The next meeting will be held on Monday, 12th June 2023 at 6:30pm.

Meeting concluded at 7:22pm

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