

NANTYGLO & BLAINA TOWN COUNCIL CYNGOR TREF NANT-Y-GLO A BLAENAU

Mrs T Hughes - Town Clerk/RFO
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Minutes of the Events Committee Meeting held on Tuesday 28th January 2020 at the Council Chamber, Blaina Institute, High Street, Blaina

A meeting to which members of the public were entitled to attend

Present: Councillor K Jenkins, Chair
Councillors T James Vice-Chair; G Morvan; R Abbas; C Hillman; D Hillman & L Harris

In attendance: Mrs T Hughes, Town Clerk / RFO

Prior to the commencement of the meeting Councillor Jenkins informed that there was no planned fire drill and explained the fire procedure in the event of an emergency.

Declaration of Interest

Members were invited to declare matters of interest either at the beginning or at any time during the proceedings. Members were reminded that all declarations of interest must be recorded in the book provided. **Resolved** to note that no such declarations were received.

1. Apologies for absence:

Members were invited to consider the apologies for absence received and to formally resolve to accept. **Resolved** to note that apologies were received from Councillors K Jones; R Pagett; C Bridgeman and L Emanuel. **Further Resolved** that the apologies be accepted. In response to a query, the apologies procedure was explained. **Resolved** to note the information received.

2. Correspondence:

Members were invited to consider the listed correspondence, plus with the Chairman's permission, any urgent information that might be received prior to the date of the meeting:

a) Councillor R Abbas (for information):

Map and information of regular events and groups taking place in Brynmawr.

Councillor Abbas informed that the idea of such a map was to inform of all events taking place within an area in the hope of bringing people and groups together.

Resolved that the Town Council produce a similar map for Nantyglo & Blaina.

b) Blaenau Gwent 'Reach' – (for information):

Poster informing of launch events.

Councillor Abbas provided a list of events and informed that he attended this meeting which was very well attended by a variety of people representing different groups and organisations.

Resolved to note the information received.

c) Blaenau Gwent CBC Ward Member – Councillor L Winnett (for information)

E-mail in respect of the Christmas lights within the Blaina Ward.

Resolved to note the information received.

d) One Voice Wales (for information):

i. Information in respect of activities and events for 75th anniversary of VE day.

Members re-iterated the discussion which had taken place in the previous Task and Finish Group meeting in respect of contacting other local organisations to determine what local events might take place. Members discussed the display of the drawings in the Council Chamber which told the story of both WWI & WWII.

Resolved to contact local organisations to determine what events might be held locally to commemorate the anniversary of VE day. **Further Resolved** to display the WWI & WWII drawings owned by the Town Council in the Council Chamber and **Additionally Resolved** to invite the local primary schools to visit the display.

ii. Information in respect of event(s) in tribute to the women during WWII.

The Town Clerk informed that the Council owned drawings as stated in 2d(i) also included the role played by women during WWII.

Resolved that the pictures be displayed within the Council Chamber (as above).

e) Blaenau Gwent CBC – (for information):

Information in respect of funding available for Armed Forces Day events.

Members informed that a number of different events were held in 2019 within Caerphilly and Tredegar. Members discussed the feasibility of displaying flags throughout the High Streets.

Resolved to investigate possible funding available for events in respect of VE day and Armed Forces Day. **Further Resolved** to discuss at the next Task and Finish group meeting.

f) Naomi Davies , Avanti Media TV (for information):

E-mail request for events taking place within Nantyglo and Blaina between January 2020 and April 2020.

The Town Clerk informed that she had responded to the e-mail and informed of the events planned for this period.

Resolved to invite Naomi Davies to a meeting of the Events Committee and **Further Resolved** to note the information received.

g) Jeff Curtis (for information):

E-mail informing of proposed charity event to take place in Central Park, Blaina on 5th September 2020.

The Town Clerk informed that an application form to apply for a financial donation from the Town Council had been given to Mr Curtis along with information regarding other possible sources of funding. Mr Curtis had agreed to inform the Town Council of developments in respect of the event.

Resolved to note the information received.

Additional correspondence received with permission of the Chair:

h) Blaina Rugby & Blaina Cricket Club (for information):

Poster informing of a an event at Blaina Community Centre 'A Sporting Evening' to take place on 28th February 2020.

Resolved to note the information received.

3. To consider the recommendations of the Task and Finish Group in respect of:

a) ARC Awards 2020:

Members were informed that the following recommendations had previously been resolved by Council (*for information*):

- Date & times of awards evening – Thursday 23rd April 2020. Venue for awards evening – Nantyglo RFC
- Buffet for awards evening - numbers to be confirmed nearer the date. Approximate cost of the buffet was £250 depending upon numbers.
- Nomination forms - sent out and advertised on website, social media, posters and BGCBC. Closing date for nominations is 12 noon on Friday 2nd March 2020.
- To invite Mr Christopher Hughes as the guest artist at an approximate cost of £100.

Resolved to note the information received

For consideration:

- Judging panel required as soon as possible after 2nd March. Results of judging panel would require ratification by Council as soon as possible.

Resolved that the judging panel be held week commencing 9th March 2020.

- Winners of awards to be notified and invited to awards evening.

Resolved accordingly.

- Other invites to be sent out as in previous years.

Resolved accordingly.

- The appointment of MC for the event.

The Task and Finish group had previously discussed this appointment.

Resolved that Councillor Katy Treharne be appointed as MC for the event.

- Awards to be purchased and consideration of cost of awards and place of purchase, comparable with previous years.

Resolved that awards be purchased as required as in previous years.

- Purchase of a small additional gift to lifetime achievement winner.

Resolved that a small appropriate additional gift be purchased for the winner of the Lifetime Achievement award.

- Certificates to be produced as in previous years.

Resolved accordingly.

- Order of evening to be similar to previous years.

Resolved accordingly.

- Raffle in aid of Town Mayor's Appeal as in previous years.

Resolved accordingly.

- Town Clerk and Assistant Officer to write the speeches as in previous years.

Resolved accordingly.

- Stewards for the evening (low key) as in previous years.

Resolved accordingly.

- The Town Council information board etc to be set up for the evening as in previous years.

Resolved accordingly.

b) Primary Talent Showcase 2020:

Members were invited to consider the recommendations of the Task and Finish Group in respect of the Primary Talent Showcase:

- The Showcase would take place on Wednesday 25th March 2020 commencing at 6pm.

Resolved accordingly.

- Ystruth Primary had offered to provide the school hall as the venue for the event.

Resolved accordingly.

- That the format for the evening remains as in previous years.

Resolved accordingly.

- That Mr Des Ward was invited as technical / musical arranger as in previous years.

Resolved accordingly.

- To consider the appointment of MC for the event.

The Town Clerk informed that she had contacted Mr Steve Bower from BGfM as requested by the Task & Finish group but he had responded that he was unavailable on that date,

Resolved that the Town Clerk investigate a suitable MC and report to the Task and Finish Group.

- To purchase a small gift as appropriate to guest artist, Des Ward and his volunteers (maximum of three gifts in addition to guest artist) as in previous years.

Resolved accordingly.

- Awards for performers had already been purchased in 2018 although subject to the number of performers, additional awards might need to be purchased.

Resolved to purchase additional awards if required.

- To produce and award certificates to performers.

Resolved accordingly.

- To request that the Schools / PTA to provide refreshments with the proceeds being divided between the PTA/school and the Town Mayor's Appeal as in previous years.

Resolved accordingly.

- That a raffle take place in respect of Town Mayor's Appeal / School or PTA as in previous years.

Resolved accordingly.

- That tickets / invitations were sent out as in previous years.

Resolved accordingly.

4. **Annual programme of events for 2020/21:**

- a) Members were invited to consider the recommendations of the Task and Finish Group in respect of other events for 2020/21:

- Planters & planting:

Members discussed and agreed that the siting of planters and the sowing of wildflower seeds at various locations including at the town signs together with displaying appropriate banners throughout the High Streets. The exact locations proposed would be required in order to obtain the relevant permissions from Blaenau Gwent CBC. Such projects would contribute to the Town Council's biodiversity activities.

Resolved that Councillors K Jenkins and T James identify and report to the Task and Finish group on suitable locations.

- b) The production of a calendar of events for 2020/21.

Resolved that an appropriate and informative calendar be produced.

5. **Christmas Lights:**

Members were invited to consider:

- a) The provision of Christmas lights throughout Nantyglo and Blaina.

Members considered the provision of Christmas lights throughout Nantyglo and Blaina for 2020/21.

Resolved that the Town Council provide and erect Christmas Lights throughout Nantyglo and Blaina for 2020/21.

- b) The provision of the purchase of additional Christmas lights and transformers to supplement and enhance the current display of Christmas lights, particularly within Nantyglo.

Members considered the purchase of additional Christmas lights and transformers to enhance the existing display Christmas lights display in both Nantyglo and Blaina and agreed that this would be necessary. It was considered and agreed that Councillors K Jenkins and T James meet with the contractor, Mr R Dunham to consider all option available.

Resolved that Councillors K Jenkins and T James discuss the purchase of additional and suitable Christmas lights in order to enhance the existing display within Nantyglo and Blaina.

- c) Supplying the Christmas lights contractor with written permission to dispose of faulty and unrepairable Christmas lights.

Resolved that the Town Clerk provide Mr R Dunham (Christmas lights contractor) with written permission to dispose of the faulty and unrepairable Christmas lights owned by the Town Council.

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A handwritten signature in black ink, appearing to be 'K Jenkins', written over a faint circular stamp or watermark.