Minutes of a Meeting of the

Public Events Sub-Committee

held at the Town Hall, Milford Haven

on Monday, 17th July, 2017 at 5:00 pm

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PRESENT

The Mayor (Councillor C. A. Sharp)

The Deputy Mayor (Councillor R. D. Gray)

Councillors: W. D. Elliott BA QTS (Chairman) E. R. Harries Miss K. Gray Mrs. T. Olin

G. Woodham MBA (Open) LL.B (Hons)

57. APOLOGIES:

Apologies for absence were received from Councillor Mrs. Y. G. Southwell and the Youth Representatives – Miss A. Coaker and Miss B. Roberts. Apologies for absence were not received from Councillor A. H. Miles.

As the Meeting was open to all Members, Councillors T. Davies, Mrs. L. E. Turner and Mrs. C. T. Williams also gave their apologies.

58. APPOINTMENT OF CHAIRMAN:

RESOLVED THAT Councillor W. D. Elliott BA QTS

be appointed Chairman of the Public Events

Sub-Committee for the ensuing year.

59. MEMBERSHIP OF COMMITTEE:

Councillors Miss K. Gray and Mrs. T. Olin indicated that they wished to join the Public Events Sub-Committee.

RESOLVED THAT Councillors Miss K. Gray and

Mrs. T. Olin become Members of the Public

Events Sub-Committee.

60. REQUEST TO HAVE A SMALL PLAQUE PLACED ON THE FISHERMEN’S TRIBUTE:

Councillor G. Woodham MBA (Open) LL.B (Hons) declared a personal interest as he is the voluntary secretary of the Milford Haven Fishing Industry Memorial Group who provide individual memorial plaques.

The Clerk said that she had received a letter from a bereaved person asking whether it would be possible to have a small plaque fixed on the Fishermen’s Tribute, as family members often visit the Tribute with flowers and it would bring comfort to them.

Members were very sympathetic to this request, but pointed out that the Fishermen’s Tribute was a generic tribute in recognition of the great service that the community received from generations of fishermen and those who supported them ashore. It would not be appropriate for individuals to be recognised in any way on the Fishermen’s Tribute.

A Member referred to the Fishing Memorial on the Docks as a more appropriate location for the bereaved family to fix a plaque in memory of loved ones.

It was RECOMMENDED THAT the bereaved

person be advised that it would be

inappropriate to have a plaque fixed on the

Fishermen’s Tribute and signposted to a

more appropriate organisation, the Milford

Haven Fishing Industry Memorial Group.

Councillor G. Woodham MBA (Open) LL.B (Hons) abstained from voting on this issue.

61. CHRISTMAS FESTIVITIES 2017:

Councillor Mrs. T. Olin declared a personal interest as she is part of Cleddau Community Church Apostolic Centre.

Members discussed this year’s Christmas Festivities.

(a) Entertainment

The Clerk advised that, to date, Mr. J. S. Hughes had been booked as Master of Ceremonies. The PA System from Radio Pembrokeshire has also been booked.

It was RECOMMENDED THAT:

(i) Neyland Ladies Choir and the Stratford

Players be asked to participate in the

afternoon’s entertainment.

A Member referred to the Puppet Show, which had been very popular and said that the Cleddau Community Church would like to participate again. There were, however, problems regarding the location and timing of the Show.

(ii) the Pembrokeshire County Council be

asked to approve a location in the

Memorial Gardens for a performance

by the Puppet Show;

(iii) the Members of the Public Events Sub-

Committee would ensure that the

performance was completed prior to the

arrival of Father Christmas;

(iv) glowsticks are to be distributed to the

children in a location near to the Puppet

Show.

(b) Budget

The Clerk said that she had prepared a budget for this year’s Christmas Lights and the minimum expenditure, based on last year’s figures, was £21,516. This year’s Christmas Lights budget is £20,000.

In this provisional budget, the Clerk had not included any costings for additional lanterns, buttonlites or glowsticks. 385 lanterns and 385 buttonlites had been purchased at the end of the last financial year.

£270 had already been expended from the Christmas Lights budget as the Council’s Electrician had to remove a Christmas light wall anchor and catenary anchor from the former Motorworld building. There would be a cost implication in positioning the wall anchor in a new location.

It was not anticipated that there would be any major electrical work this year as the Council’s Electrician had carried out Welsh Trunk Road Agency Certification, Inspection, Testing and Remedial Works last year. It had also been necessary last year to carry out remedial work in Charles Street.

The Chairman, Councillor W. D. Elliott BA QTS, said that he had experience in completing grant forms and would be pleased to assist the Clerk in completing a grant form requesting financial assistance for Christmas festivities.

It was RECOMMENDED THAT the Chairman

and Clerk complete a grant form requesting

financial assistance for Christmas festivities.

(c) Children’s Rides

Members discussed the Children’s rides which were offered free of charge during the afternoon.

It was RECOMMENDED THAT:

(i) the Clerk advertises in the local newspapers

for quotations for children’s rides for the

visit of Father Christmas on Saturday,

2nd December, 2017;

(ii) in order that the advertisement can be

inserted without delay, the Clerk be authorised

to action this Minute prior to its ratification

by Full Council on 31st July, 2017.

62. FOUNDERS’ DAY 2017 COSTINGS:

The Chairman, Councillor W. D. Elliott BA QTS, declared a personal interest in this matter as he is the Chairman of the Milford Haven Town Team.

The Mayor, Councillor C. A. Sharp, declared a personal interest in this matter as he is a member of the Milford Haven Town Team.

Councillor G. Woodham MBA (Open) LL.B (Hons) declared a personal interest in this matter as he is the Torch Theatre’s representative at the Town Team Meetings.

It was RECOMMENDED THAT:

(i) the Treasurer, Milford Haven Town Regeneration Team, be asked to forward a more comprehensive

report - showing the total cost of the event,

the breakdown of the grant from the Milford

Haven Town Council and the outstanding

accounts that need to be paid;

(ii) a Grant Evaluation form be forwarded to the

Treasurer of the Milford Haven Town Regeneration

Team.

63. BATTLE’S OVER – A NATION’S TRIBUTE – 11TH NOVEMBER, 2018:

Members discussed an email from the Pageant Master, Battle’s Over – A Nation’s Tribute – which had been forwarded to the Clerk by the Clerk of Fishguard and Goodwick Town Council on 7th July.

The email stated that this event is a tribute to the many millions of people who died or came home dreadfully wounded during and after the end of WWI.

It was RECOMMENDED THAT the organisers

be contacted for further information.

64. NAME BADGES:

The Chairman confirmed that budget provision had been made at the Precept meeting held in January, 2017, for the purchase of Magnet name badges. The Chairman said these badges were used by Councillors at St. Davids and he had been very impressed with them when he saw them during this Mayoral year.

It was RECOMMENDED THAT:

(i) 22 Prestige name badges (18 Councillors,

2 office staff and 2 Youth Representatives) be

purchased from Name Badges International

at a cost of £5.19 per badge;

(ii) the Town Council crest, name and Ward,

where necessary, be printed on the Councillors’

badges.

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