Minutes of a Meeting of the

Public Events Sub-Committee

held at the Town Hall, Milford Haven

on Monday, 21st September, 2017 at 6:00 pm

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRESENT

The Mayor (Councillor C. A. Sharp)

The Deputy Mayor (Councillor R. D. Gray)

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

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

Youth Representative: Miss B. Roberts

Also in attendance was Councillor Mrs. L. E. Turner.

115. APPOINTMENT OF CHAIRMAN:

The Mayor, Councillor C. A. Sharp, explained that the Chairman, Councillor W. D. Elliott BA QTS was delayed and it was RESOLVED THAT as it was 6:00 pm the Mayor should take the Chair until the Chairman’s arrival.

116. APOLOGIES:

Apologies for absence were received from Councillor Mrs. Y. G. Southwell and one of the Youth Representatives – Miss A. Coaker. Apologies for absence were not received from Councillors Miss K. Gray and A. H. Miles.

117. MINUTES OF THE MEETING OF THE PUBLIC EVENTS SUB-COMMITTEE

 HELD ON 17TH JULY, 2017:

 RESOLVED THAT the Minutes of the Meeting

 of the Public Events Sub-Committee held on

 the 17th July, 2017, be accepted as a true

 record and passed for signature by the

 Chairman.

118. MATTERS ARISING:

(i) Minute 61 (b) – Budget:

 The Chairman arrived during the discussion of this item.

 The Clerk explained that she and the Chairman had applied for a grant towards assistance for the Christmas festivities and had received notification that the application had been unsuccessful.

 It was RECOMMENDED THAT:

 (i) this information be received.

 The Clerk had spoken to the Council’s Electrician and had been informed that in order to comply with NICEIC legislation that it will be necessary to purchase low voltage lights to dress the Christmas trees.

 As explained at the last meeting, the Clerk anticipated that the budget would be exceeded this year. She hoped that sufficient numbers of lanterns and LED lights had already been purchased but she would not know until the number of children participating in the Lantern Parade was confirmed nearer the date of the event.

 It was RECOMMENDED THAT:

 (ii) the Clerk is authorised to proceed with

 what is required for the Christmas festivities

 and update the Committee when a definitive

 figure is available;

 The Clerk concluded by informing Members that an officer from the Trunk Road had asked to meet her to discuss the lighting in Hamilton Terrace. She had explained to the officer that the column lighting would be the same as last year and was waiting for his response.

 It was RECOMMENDED THAT:

 (iii) the information be received.

119. TO CONSIDER QUOTATIONS FOR CHILDREN’S RIDES FOR THE VISIT OF FATHER CHRISTMAS ON SATURDAY, 2ND DECEMBER, 2017:

 Members gave consideration to the three quotations for children’s rides.

 It was RECOMMENDED THAT:

 (i) Mr. B. Coles of Amroth, Pembrokeshire, is to

 provide three children’s rides at a cost of £1,000

 (to be available to the children free of charge) for the Visit of Father Christmas on Saturday, 2nd December, 2017;

 (ii) in order to assist Members when considering

 quotations next year, interested parties are to

 be asked to furnish additional information,

 such as sizes and illustrations of their rides.

120. UPDATE ON CHRISTMAS TREE IN MARKET SQUARE:

 The Chairman advised that he and the Clerk had met with Mr. M. Owen, Streetcare and Parking Services Manager, Pembrokeshire County Council, to investigate an appropriate location to site the Christmas Tree in Market Square.

 Mr. Owen had suggested that the tree be located where a bench used to be, near the bus shelter. He had suggested that one of the paving slabs be raised and a hole dug so a tree could be sited at that location every year if desired. Mr. Owen had also said that it would be necessary to put fencing around the tree for safety measures.

 The electricity for the Christmas lights display could be run from the lampposts.

 The Clerk said that Mr. Owen had informed them that a licence costing £100 would have to be purchased for permission to erect the tree in that location.

 Since that meeting she had been told that it was not an easy task to dig a hole under the paving slab as there were utility cables etc. under the paving slabs. She had contacted Mr. Owen for plans of the utility services and she had received these just before this evening’s meeting.

 It was RECOMMENDED THAT this information

 be received.

121. CO-OPTION OF NON-COUNCIL MEMBERS TO ASSIST WITH EVENTS ARRANGED BY THE MILFORD HAVEN TOWN COUNCIL:

 Members discussed the option of inviting non-Council members to assist with events arranged by the Town Council.

 The Chairman said that the Town Team was reshaping its meeting structure and had formed an Events Sub-Committee. He had been asked to request whether non-Council members could attend the Public Events Sub-Committee.

 It was RECOMMENDED THAT, if necessary,

 Standing Orders are to be adjusted to facilitate

 the co-option of non-Council members on to

 the Public Events Sub-Committee.

122. TO CONSIDER CIVIC GIFTS:

 Members were shown the Council’s current civic gifts: Town shields, engraved wine glasses, engraved pens and copies of the book “A Vision of Greatness”.

 Members felt that the purchase of engraved wine glasses and pens should be discontinued and alternative gifts should be considered, such

 as pin badges and smaller Town shields, which could be presented to both men and women.

 It was RECOMMENDED THAT:

 (i) the Council does not re-order engraved wine

 glasses or engraved pens;

 (ii) the Clerk is to obtain costings for the supply of

 both the larger and smaller Town shields and

 pin badges.

 Councillor Mrs. L. E. Turner said that she had a gifts catalogue which she would make available to the Clerk.

123. FOUNDERS’ DAY GRANT EVALUATION FORM:

 Councillor Mrs. L. E. Turner declared a personal interest as the Treasurer of the Milford Haven Town Regeneration Team and the author of the form.

 The Chairman, Councillor W. D. Elliott BA QTS, declared a personal interest as the former Chairman of the Milford Haven Town Regeneration Team.

 The Mayor, Councillor C. A. Sharp, declared a personal interest as a member of the Milford Haven Town Regeneration Team.

 Councillor G. Woodham MBA (Open) LL.B (Hons) declared a personal interest as the Torch Theatre’s representative on the Milford Haven Town Regeneration Team.

 Members scrutinised the form and noted that there is a balance of £100 in the Town Team’s account from the grant made by this Council to assist with Founders’ Day which could be refunded if required.

 It was RECOMMENDED THAT the funds remaining

 in the Town Team’s account be deducted from

 any further grant application made by the Milford

 Haven Town Regeneration Team.

124. WW1 BEACONS OF LIGHT 11TH NOVEMBER, 2018:

 Members read the documentation provided by Mr. B. Peek, Pageantmaster, Battle’s Over – A Nation’s Tribute.

 Concern was expressed as to the health and safety aspect of lighting the beacons.

 It was RECOMMENDED THAT the Clerk contacts

 the Clerks of local Councils named in the Battle’s Over

 document to ascertain how their Councils are

 proceeding as to the health and safety aspects of lighting

 the beacons.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_