Minutes of a Meeting of the

Public Events Sub-Committee

held at the Town Hall, Milford Haven

on Wednesday, 7th February, 2018 at 6:00 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)

Mr. L. Bridges was also in attendance.

246. APOLOGIES:

Apologies for absence were received from Councillors Miss K. Gray, E. R. Harries, A. H. Miles, Mrs. T. Olin, Mrs. Y. G. Southwell, G. Woodham MBA (Open) LL.B (Hons), and Youth Representatives Miss A. Coaker and Miss B. Roberts.

247. FOUNDERS’ DAY CELEBRATIONS:

The Chairman, Councillor W. D. Elliott BA QTS, welcomed Mr. Bridges to the meeting. The Chairman explained that Mr. Bridges had been one of the organisers of Founders’ Day last year and he was keen to utilise his

expertise to assist with this year’s celebrations.

Mr. Bridges explained that it was important to submit a road closure application and a street trading licence as soon as possible.

Mr. Bridges said that last year’s road closure was from Market Square to Value Independence from 9:00 am to 5:00 pm.

Mr. Bridges advised that last year 6 barriers, which were obtained from Mr. E. Llewellyn, Pembrokeshire County Council, were erected at suitable locations in Charles Street. He said that there were 2 marshals at each checkpoint.

Mr. Bridges said that last year’s power supply was dependent on the goodwill of Charles Street traders.

Mr. Bridges stated that Councillor Mrs. L. E. Turner, in her role as Treasurer of the Milford Haven Town Regeneration Team, had a list of the traders who were involved in last year’s event.

Members then discussed the children’s rides and Mr. Bridges emphasised that they had to be grounded properly.

Mr. Bridges agreed to assist the Deputy Mayor with a Family Fun Day during her Mayoral year.

 It was RECOMMENDED THAT:

 (i) Mr. Bridges be thanked for the information;

 (ii) the Clerk be authorised to apply for a road

 closure for Founders’ Day 2018 and a street

 trading licence prior to this Minute being

 ratified at Full Council on 15th February, 2017;

 (iii) the Clerk is to contact the Council’s insurers

 to enquire as whether it is possible to insure

 for reimbursement if the event has to be cancelled

 due to severe weather conditions.

248. REVIEW OF CHRISTMAS FESTIVITIES:

(a) Mr. B. Jones (Council’s electrician)

 The Chairman referred to the new legislation from the Trunk Road Agent regarding the installation of festive decorations on the Trunk Road network. The Council’s electrician, Mr. B. Jones, had taken additional courses in order to comply with the new regulations.

 Mr. Jones has the necessary qualifications (a copy is in the office) and he has offered to measure the area outside the Town Hall so that the children’s rides/entertainment can be sited to make optimum use of the available space. Mr. Jones would then monitor any safety issues. He has stated that he does not want any additional payment for this work.

 It was RECOMMENDED THAT Mr. Jones be

 thanked for his offer, which is gratefully

 accepted.

(b) Lantern Parade

 Members referred to the cost of the lanterns and LED lights for the Lantern Parade and concerns regarding a School’s failure to distribute the lanterns to children.

 It was RECOMMENDED THAT representatives

 from Springboard (a Pembrokeshire County Council

 initiative) be invited to a future meeting to discuss lantern making classes.

(c) Donations

 The Chairman, Councillor W. D. Elliott BA QTS, declared a personal interest as he is an Adult Volunteer with the Milford Haven Sea Cadets and Royal Marines Cadets.

 The Mayor, Councillor C. A. Sharp, declared a personal interest as he is the Vice-Chair of the Unit Management Team of the Milford Haven Sea Cadets and Royal Marines Cadets.

 It was RECOMMENDED THAT donations be made

 to the following organisations for their contribution

 towards the entertainment outside the Town Hall

 during last year’s visit of Father Christmas.

 (i) Neyland Ladies Choir - £50 (plus an additional

 £40 for transportation of their piano).

 (ii) St. Katharine’s

 Stratford Players - £50

 (iii) a donation of £50 be made to the Milford Haven Sea Cadets and Royal Marines Cadets for their assistance

 in marshalling the crowds during the afternoon. (The

 Officer in Charge is to be advised that, in future, only

 10 volunteers are requested to assist with this event).

 (iv) a donation of £50 be made to the Milford Haven Army

 Cadets for their assistance in marshalling the crowds during the afternoon. (The Officer in Charge is to be

 advised that, in future, only 10 volunteers are requested to assist with this event).

(d) Santa Letters

 The Clerk referred to the high postage costs incurred in replying to the Letters to Santa.

 It was RECOMMENDED THAT parents are to

 be encouraged to provide a SAE.

249. BEACONS OF LIGHT:

 The Clerk advised that only two Clerks had replied to the query as whether they had health and safety issues in place, and their Councils had not as yet discussed this.

 The Clerk said that the organiser needs to know who will be participating in the event by 30th October, 2018.

 After a discussion as to the most suitable location to satisfy health and safety requirements, it was RECOMMENDED THAT a letter be written to the Mayor, in his role as one of the Trustees of the Pill Social Centre, asking if the Pill Social Centre would be able to stage this event.

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