Minutes of a Meeting of the

Public Events Sub-Committee

held at the Town Hall, Milford Haven

on Monday, 25th June, 2018 at 6:00 pm

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PRESENT

The Mayor and Chairman (Councillor R. D. Gray)

The Deputy Mayor (Councillor T. J. Davies)

Councillors: W. D. Elliott BA QTS Miss K. Gray

 E. R. Harries Mrs. T. Olin

 C. A. Sharp

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

Youth Representatives: Miss A. Coaker and Miss B. Roberts

Mr. L. Bridges, Town Team Representative

Councillors P. Coe and Mrs. L. E. Turner were also in attendance.

29. APOLOGIES:

Apologies for absence were received from Councillors A. H. Miles and Mrs. Y. G. Southwell.

30. APPOINTMENT OF CHAIRMAN:

 RESOLVED THAT the Mayor, Councillor

 R. D. Gray, be appointed as Chairman

 for the ensuing year.

31. DECLARATIONS OF INTEREST:

 There were no declarations of interest recorded.

32. REVIEW OF FOUNDERS’ DAY 2018:

 (a) FOUNDERS’ DAY 2018

 Councillor W. D. Elliott BA QTS said that Founders’ Day had been a positive experience and lessons had been learned. A trader had said that she would contact the Council with her ideas as to how the event could be improved, but she had not as yet forwarded her comments.

 It was RECOMMENDED THAT:

 (i) the Clerk and Secretary be thanked for

 their work in organising Founders’ Day;

 (ii) Mr. L. Bridges be thanked for the assistance

 he gave the Clerk in arranging Founders’ Day.

 (b) FUTURE FOUNDERS’ DAYS

 Discussion followed on how best to promote future Founders’ Days.

 The Clerk said that it had been difficult to advertise the event as some organisations had confirmed attendance and then cancelled. The local press had been asked to assist in promoting the event with little success.

 Mr. L. Bridges said that before the 2017 Founders’ Day he had paid £50 for a Facebook advertising campaign.

 A Member referred to the flyer published by the Town Team for Founders’ Week in which although Founders’ Day was mentioned, more publicity could be given on the reverse of the flyer.

 The Clerk said that a shopkeeper had suggested that a banner be erected by the road closure sign to draw people’s attention to the event.

 A Member suggested that although the mobile catering units were popular, the local traders selling similar products could be encouraged to promote their wares.

 The Member then referred to the organisations who cancelled their performances at short notice prior to Founders’ Day. The Member drew attention to the Milford Haven Town Band, who kindly played for longer than their allotted slot.

 The Member said that people had asked for an explanation of the history of Founders’ Day and suggested that an organisation could provide this information through a visual medium.

 It was agreed that it was necessary to start planning Founders’ Day 2019 as soon as possible.

 It was RECOMMENDED THAT the following

 be placed on the Agenda for the next Public

 Events Sub-Committee meeting which will

 be held in July 2018:

 (i) whether provision should be made in the

 Public Events budget to advertise Founders’

 Day;

 (ii) how this Council should liaise with local

 business owners to promote their wares;

 (iii) whether donations be made to those

 organisations agreeing to perform on Founders’ Day;

 (iv) how best to illustrate the history of

 Founders’ Day.

33. UPCOMING EVENTS:

 The Clerk referred to an event in the Council’s Calendar – “WW1 Beacons of Light 2018” – which will be organised by the Milford Haven Town Council and take place in the grounds of the Pill Social Centre.

 Before progressing this event further, it was RECOMMENDED THAT the Fire Authority be contacted to determine whether the grounds of the Pill Social Centre satisfy the appropriate health and safety regulations.

 It was FURTHER RECOMMENDED THAT:

 (i) if considered necessary by the Fire Authority,

 a representative be invited to attend the next

 Public Events Sub-Committee meeting;

 (ii) a representative from Springboard be invited

 to the meeting to discuss making lanterns for

 the Lantern Parade.

34. CIVIC GIFTS:

 The Mayor referred to a recent Twinning visit when she had been presented with a gift of a bottle of champagne as the visitors reside in the Champagne area of France. She said that, under circumstances such as this, she thought the Council should try and source a gift that is relevant to Milford Haven.

 It was RECOMMENDED THAT the following

 Civic Gifts be purchased:

 (i) 25 screen-printed large shields at a cost of

 £20.71 each plus VAT and delivery;

 (ii) 500 23mm Milford Haven Town Council

 badges at a cost of £0.79 pence

 each plus VAT and delivery (the badges

 are supplied individually poly bagged);

 (iii) 100 boxes be purchased for the badges at a

 cost of £0.30 pence each plus VAT and

 delivery.

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