Minutes of a Meeting of the

 Public Events Sub-Committee

held at the Town Hall, Milford Haven

on Thursday, 13th September, 2018 at 10:30 am

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PRESENT

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

The Deputy Mayor (Councillor T. J. Davies)

Councillor: Miss K. Gray

94. APOLOGIES:

Apologies for absence were received from Councillors W. D. Elliott BA QTS, E. R. Harries, A. H. Miles, C. A. Sharp, Mrs Y. G. Southwell, G. Woodham MBA (Open) LL.B (Hons) and the two Youth Representatives, Miss A. Coaker and Miss B. Roberts.

95. FORMATION OF GROUP TO ASSIST WITH COUNCIL EVENTS:

The Mayor and Chairman, Councillor R. D. Gray, said that she was conscious that in organising an increasing number of events the Council was adding to the workload of the Office staff. She suggested that forming a Working Group of proactive Members would ease the workload.

 It was RECOMMENDED THAT:

 (i) a Public Events Working Group be formed;

 (ii) the Group will not make decisions but report

 to the Public Events Sub-Committee;

 (iii) Councillors can volunteer to assist with a

 specific event such as the Christmas preparations

 or Founders’ Day;

 (iv) all volunteers must liaise with the Clerk.

96. WORLD WAR ONE COMMEMORATION - BEACONS OF LIGHT 11TH NOVEMBER 2018:

 The Mayor/Chairman read out an email from Councillor C. A. Sharp in which he asked whether there would be any funding for the Beacons of Light function on 11th November. Councillor Sharp said that the Pill Social Centre was thinking of putting on a ‘40s band that evening and making the event free of charge. The Pill Social Centre would be happy to go into partnership with the Council but could not fund the whole event. The cost for the band would be in the region of £750.

 A comment was made that it might be considered inappropriate to commemorate the end of World War One with a World War Two band.

 The Deputy Mayor, Councillor T. J. Davies, advised that some songs such as “It’s a Long Way to Tipperary” were popular in both World Wars. The Milford Haven Amateur Operatic Society is performing a medley of World War One songs locally and had indicated that they would be available that evening.

 The Clerk said that there is currently £657 in the Public Events budget. This does not include other anticipated expenditure, such as the Fishermen’s Tribute Service and the Wave of Light Service.

 It was RECOMMENDED THAT:

 (i) a donation of £200 be made to the Pill

 Social Centre to assist with the funding

 of the ‘40s band;

 (ii) subject to agreement from the Pill Social

 Centre, the Milford Haven Amateur

 Operatic Society be asked to perform and

 be given a donation of £50.

97. PLACING OF WREATHS ON CENOTAPH ON REMEMBRANCE DAY:

The Clerk said that the Cemetery Supervisor, Mr. P. Johnson, has for many years attached the wreaths to the Cenotaph on Remembrance Day. He has asked whether it would be possible for railings to be erected around the Cenotaph so that the wreaths could be placed in a similar manner as the wreaths in Haverfordwest.

 It was RECOMMENDED THAT the Clerk

 and Deputy Mayor are to investigate the

 feasibility of this request.

98. CHRISTMAS FESTIVITIES:

(a) Road Closure and Column Lighting in Hamilton Terrace

 The Clerk advised that she had applied for a road closure from the Welsh Trunk Road Agent between Sandhurst Road and The Rath between 3:00 pm and 6:00 pm on Saturday, 1st December.

 She had spoken with the Officer from the Welsh Trunk Road Agent who had met last year with the Immediate Past Mayor, Councillor C. A. Sharp and the Council’s Electrician, Mr. B. Jones. The Officer said that he did not anticipate any problems this year and was complimentary as to the work carried out by Mr. Jones.

 It was RECOMMENDED THAT this

 information be received.

(b) Christmas Trees

 The Clerk reminded Members of the wish expressed by local traders to have a tree erected in Market Square.

 Following discussions last year there was now a suitable receptacle to position a Christmas tree in this location.

 The Clerk has spoken to the person who erected the Council’s Christmas trees and, if Members agreed, he would measure the diameter of the receptacle and a Christmas tree could be placed on the Market Square.

 It was RECOMMENDED THAT:

 (i) the Council purchases 3 Christmas trees –

 one to be placed at Steynton, one outside

 the Town Hall and one at Market Square;

 (ii) as it is necessary for the Clerk to order

 Christmas trees this week, the Clerk be

 authorised to action this Minute prior to

 its approval by Full Council on 24th

 September, 2018.

 (c) Entertainment Outside the Town Hall

 The Clerk said that this was the final year of the 3-year lease with the Festive Lighting Company Limited.

 She advised that the Cleddau Community Church Apostolic Centre would not be able to perform the puppet show this year due to illness and lack of performers.

 A Member referred to the street traders who sell glowsticks opposite the Town Hall that afternoon.

 It was RECOMMENDED THAT:

 (i) the entertainment outside the Town Hall

 remains the same as previous years with

 the St. Katharine’s Stratford Players distributing

 glowsticks to the children, the Neyland Ladies

 Choir singing Christmas Carols and Billy Coles Amusements providing children’s rides on

 the same basis as previous years;

 (ii) the format for the entertainment for

 the visit of Father Christmas be reviewed

 in 2019 when consideration will be given

 to a new lease for Christmas Lighting;

 (iii) the Clerk is to check what trading licences

 are needed for people to sell merchandise

 outside the Town Hall.

 (d) Entertainment in Charles Street

 It was RECOMMENDED THAT when publicising

 the visit of Father Christmas to the Town Hall,

 the Town Council publicises the entertainment arranged by Value Independence.

 (e) Lanterns and Lantern Parade

 Ms. L. Phillips, Springboard Co-ordinator, Pembrokeshire County Council, had spoken with the Clerk and had said that it would be more expensive to utilise their services as they had to include the cost of a tutor for the workshop afternoons.

 Councillor M. P. Rickard, who oversees the Lantern Parade, had asked in the interests of health and safety whether the Parade could proceed down Priory Street instead of Dartmouth Street, thus reducing the number of marshals and the risks associated with the three-way traffic.

 It was RECOMMENDED THAT:

 (i) Springboard’s services are not to be

 used this year;

 (ii) Lanterns will be issued to Year 3 pupils

 in the Milford Haven schools;

 (iii) the Lantern Parade is to proceed down

 Priory Street instead of Dartmouth

 Street;

 (iv) the Torch Theatre is to be asked to

 participate in the Lantern Parade;

 (v) there are sufficient glowsticks available

 this year but it will be necessary to

 purchase lanterns, button lights and

 bamboo sticks.

 (f) Christmas Donations

 It was RECOMMENDED THAT the Secretary,

 Ms. F. K. Galliford, promotes the Christmas

 Donations application form for consideration

 by the Public Events Sub-Committee at the

 end of October.

 (g) Meeting with Representatives from the Port Authority

 The Deputy Mayor said that he and Councillor Mrs L. E. Turner had attended a meeting with representatives from the Port Authority on 6th September regarding the Port Authority’s festive plans.

 The Port Authority is keen to work the Town Council and Charles Street traders.

 Arrangements are being made for a free bus from the Marina to Charles Street and is distributing a publication which will include information regarding the festive entertainment arranged by both the Town Council and Charles Street traders.

99. FOUNDERS’ DAY 2019:

 It was RECOMMENDED THAT discussion on

 Founders’ Day 2019 be deferred until the

 Public Events Working Group is established.

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