

# MILFORD HAVEN TOWN COUNCIL

Minutes of the Meeting of the Public Events Sub-Committee  
held at the Milford Haven Sea Cadets and Royal Marines Cadets Unit  
on Monday 24<sup>th</sup> June 2024 at 6:15pm

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## PRESENT

The Deputy Mayor (Councillor E. A. Davies DipSM FJOIFF)

Councillors: Miss K. F. Gray (Chair)

D. Abbott  
Mrs C. Stevens

Mrs N. Beavis-Morrissey  
Miss T. Stevens

Observers: Councillors L. J. Bridges, N. Harteveld BSc (Hons) GMBPsS, Mrs. L. McSparron & M. Woodward

Mrs B. J. Fitzgerald, Town Clerk

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In the absence of the Mayor, Councillor W. D. Elliott BA QTS, the Deputy Mayor, Councillor E. A. Davies DipSM FJOIFF welcomed everyone to the meeting.

### 43. APOLOGIES:

Apologies for absence were received from the Mayor Councillor, W. D. Elliott BA QTS (work commitments), Councillors C. A. Sharp (holiday) and Mrs Y. G. Southwell (illness).

### 44. DECLARATIONS OF INTEREST:

No declarations of interest were received.

### 45. APPOINTMENT OF CHAIR

Councillor Miss K. F. Gray was unanimously voted as Chair.

**RESOLVED THAT:** Councillor Miss K. F. Gray be appointed as Chair of the Public Events Sub-Committee.

Councillor Miss K. F. Gray chaired the rest of the meeting.

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### 46. MINUTES OF THE MEETING OF THE PUBLIC EVENTS SUB-COMMITTEE HELD ON 13<sup>th</sup> MARCH 2024:

**RESOLVED THAT:** the minutes of the Meeting of the Public Events Sub-Committee held on 13<sup>TH</sup> March 2024 be received as a true record.

### 47. MATTERS ARISING:

Councillor Miss K. F. Gray has made an appointment to meet with the owner of the McDonalds Restaurant to seek financial assistance for the Town Council Christmas event.

### 48. REVIEW OF TOWN COUNCIL SERVICES:

*i. In Memory of those Fishermen who lost their lives at Sea – 15<sup>th</sup> February 2024*

No comments were received on this matter.

*ii. Landing Craft 15 & 16 and HMS Rosemary – 22<sup>nd</sup> April 2024*

The Mayor, Councillor W. D. Elliott BA QTS, left feedback to be read at the meeting. The main feedback was around being unable to hear the service and no bugler. This issue can be changed for 2025 with the use of the new PA system and having pre-recorded sounds in the event of a bugler being unavailable. It was suggested that perhaps the Town Band would be able to provide recordings for the Town Council to use.

*iii. D-Day 80<sup>th</sup> Anniversary Memorial Service – 6<sup>th</sup> June 2024*

The Mayor's note mentioned lots of positive feedback with a few comments made about the event only being advertised on social media.

*iv. Citizens' Awards Ceremony – 7<sup>th</sup> June 2024*

The Mayor's comments on this event were read out at the meeting. Positive feedback including the use of 2 people to read the citations. The Milford Haven Town Band and Gelliswick Ladies Choir made the evening more of an occasion. The Mayor has already written to both organisations thanking them for their support. Whilst no negative feedback had been received, the matter of the recipients sitting separately to their 1 guest was being thought through. With plenty of space at the Pill Social Centre consideration for 3 – 4 guests with the recipients should be considered.

A Councillor stated that it can be daunting sitting with strangers and people should be able to sit anywhere they wish. Another Councillor agreed that recipients should be able to sit with family and be able to be clapped walking up to receive their award.

A Councillor stated that Councillors should be sitting at a table with members of the public to socialise. Another Councillor stated

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that they would not feel comfortable sitting at a table with strangers.

The Immediate Past Mayor stated that she felt excluded at the event last year when she had to sit at a table with a stranger with all other dignitaries sitting together at another table.

### **RECOMMENDED THAT:**

- i. *In Memory of those Fishermen who lost their lives at Sea – 15<sup>th</sup> February 2024* – No comments were received.
- ii. *Landing Craft 15 & 16 and HMS Rosemary – 22<sup>nd</sup> April 2024* - The new PA system to be used with pre-recording sounds ready in the event a bugler cannot be sought. The Town Band to be asked for recordings.
- iii. *D-Day 80<sup>th</sup> Anniversary Memorial Service – 6<sup>th</sup> June 2024* – The Mayor's comments were received.
- iv. *Citizens Awards Ceremony -7<sup>th</sup> June 2024* - Suggestions for seating plans will be taken to the next meeting.

### 49. UPCOMING EVENTS:

- i. *Mayor's Civic Service / Civic Dinner – 13<sup>th</sup> July 2024*  
Councillors were requested to let the staff know as soon as possible if they will be attending the Civic Service and Civic Dinner.
- ii. *Remembrance Sunday – 10<sup>th</sup> November 2024*  
The Town Clerk is to contact Mr James Walters at Pembrokeshire County Council to request 'consideration chairs' to be available again this year.
- iii. *Christmas 2024*
  - A. *Visit of Santa to Milford Haven - 7<sup>th</sup> December 2024*  
The Chair read out an email from Milford Haven Business Circle requesting that they run the Lantern Parade incorporating all of Charles Street.  
The current route runs for approximately 50% of Charles Street. In the past the route was longer which proved to be difficult for young children as the walk was too long and too cold. This was the reason that the route was made shorter. Milford Haven Round Table assist with the Lantern Parade very successfully. It was debated that the Business Circle could assist with marshalling or preparing the town hall for the event in the days running up to the visit of Santa. It was recommended that the route stays the same as in previous years.

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*B. Route for Santa's Visit – 7<sup>th</sup> December 2024*

It was agreed that the road closure be applied for using the current route.

*C. Email from Milford Haven Business Circle regarding Christmas 2024*

This matter was discussed under A. Visit to Santa to Milford Haven.

*D. Crib Service*

The decision on the Crib Service event is to be made by the Mayor.

### **RECOMMENDED THAT:**

- A. The route for the Lantern Parade remains the same as previous years. The Clerk is to contact the Milford Haven Business Circle to accept assistance with marshalling at the Lantern Parade or for help to decorate the Town Hall prior to the visit of Santa.
  - B. The road closure for the Christmas event will be applied for in due course.
  - C. A decision on the Crib Service event is to be made by the Mayor.
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