

Abergele Town Council

MINUTES

A meeting of the Events Sub-Committee was held remotely at 6.45pm on Monday 19th July 2021.

154/21 Attendance Register

The Mayor, Cllr. A Hunter,
Cllrs: D A MacRae; N. Williams; A. Wood;
Mrs M. J. Evans (Clerk), Mrs Lorraine Whalley (Deputy Clerk)

155/21 Apologies for Absence

Cllrs: S.Jones-Roberts; B. C. Roberts;

156/21 Absence without Apologies

Cllr: M. Bond;

157/21 Disclosure of Interest

Members were reminded that they must declare the **existence** and **nature** of any personal interests (using the form provided for this purpose). None Declared

158/21 Minutes

It was RESOLVED to RECEIVE, APPROVE and SIGN as a correct record the Minutes from the last meeting of the Events Sub Committee held on 7th June 2021.

159/21 Matters Arising

- a) Further information from CCBC relating to HERS accredited contractors was RECEIVED. HERS safeguards and raises the standards of installing festive and decorative lighting above the highway and is effectively a new and permanent way of life in the areas of worker and public safety.

Now that clarification on HERS has been established and the transitional period extended to 31st January 2022, the implications of HERS when selecting a contractor for future festive and decorative lighting schemes were considered. Projects which are to be awarded imminently for 2021 will be permitted to proceed but from 31st January 2022 any new contract for electrical work on the highway can only be awarded to a registered contractor. It was noted that the local contractors who have been engaged by the Town Council for a variety of projects in recent years have indicated that they are applying for HERS registration.

In relation to Abergele Town Council activity, this means that

- The Festive Lighting scheme can proceed for this year only with a non-HERS registered contractor. Continuation of the contract would then be conditional upon confirmation that full HERS registration is in place. It was agreed that this would need to be completed by June 2022 to allow the Council adequate time to secure quotes for Christmas in the event of a registration being incomplete.
- From 2022 the Round Table will also be required by CCBC to engage a HERS registered contractor. For transparency and audit purposes the terms of the Town Council's annual donation to the Round Table's mini trees scheme will require evidence of their preferred contractor's registration.

Members were satisfied that the schemes can now move ahead but concerns were expressed

regarding the anticipated rising cost of appointing HERS contractors, and the mini tree scheme beyond 2021. It was RECOMMENDED that the committee consider alternative ideas for Christmas Trees on a future Agenda. The Deputy Clerk will write to the Round Table confirming the changes.

b) The Scope of Work and Conditions for the installation of festive lighting above the highway was RECEIVED and NOTED.

160/21 Correspondence

In accordance with the Public Bodies (Admission to Meetings Act) 1960 and with Standing Order no.68, it was RESOLVED that, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw. (Min No: 160/21a b))

a) Quotes for the installation of festive lighting were RECEIVED and CONSIDERED. Of three contractors only one is HERS registered. The Deputy Clerk confirmed that the remaining two were at different stages on the national register. Both the Clerk and Deputy Clerk provided an overview on the merits and issues of each contractor based on previous performance and delivery of service, in particular, response rates falling short of the required standard outlined in the scope of work. Members also considered the risks associated with appointing contractors who have yet to become fully registered when the contract is being offered for three years. To comply with the provisions made by CCBC the contract can now only be awarded for one year (2021). It was PROPOSED and APPROVED that the contract would be offered for one year and a further two year contract granted on condition that full registration is obtained by June 2022. Without full registration the Council would seek to obtain new quotes from other suppliers. **It was RESOLVED to APPROVE contractor C, it being the lowest quote of £6898.42 per year.**

b) Information regarding costs in respect of preparations for Operation London Bridge, and to consider setting aside a proportion of the budget was RECEIVED. Members considered the individual costs of condolence books, armbands and website amendments etc. and **it was RESOLVED to delegate a budget of up £700 for the Deputy Clerk to obtain the requisite items.**

161/21 Events Budget

The Events budget report was RECEIVED and NOTED

Meeting Closed at: 19:45

Signed

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(Chairman)