

Abergele Town Council

MINUTES

Cyfarfod o'r is-bwyllgor digwyddiadau ar Dydd Llun, 5 Medi 2022 am 6.45yh drwy presenoldeb o bell. A Meeting of the Events Sub-Committee was held on Monday 5th September 2022 at 6.45pm via remote attendance.

202/22 **Cofrestr Presenoldeb - Attendance Register**

The Mayor, Cllr. A. Hunter

Cllrs: T. Brennan, D. Green, S. Jones-Roberts, A. Williamson, A. Wood (Chairman), K. Yarwood

203/22 **Ymddiheuriadau am Absenoldeb - Apologies for Absence**

None

204/22 **Yn absennol heb ymddiheuriad - Absence without Apologies**

Cllr. N. Williams

205/22 **Datganiad o Ddiddordeb - Disclosure of Interest**

No disclosures of interests were declared.

206/22 **Cofnodiaon - Minutes**

It was RESOLVED to RECEIVE, APPROVE and SIGN as a correct record the Minutes of the last meeting of the Events Sub-Committee held 13th June 2022 on condition that the wording of minute no. 74/22b was amended.

207/22 **Remembrance Sunday**

- a) Information from the Royal British Legion and updates from the Deputy Clerk in regards to Remembrance Sunday were RECEIVED and NOTED.
- b) The Events sub-committee RECEIVED and CONSIDERED quotes from Traffic Management Service companies for managing the closure of roads for the Remembrance Sunday Parade.

Concerns were raised as the traffic management operators for the 2021 Remembrance Parade had let traffic through onto Water Street, whilst the parade was still in motion, which had never happened before.

It was RESOLVED to accept quote D and that Cllr Wood meets with the company prior to the event to ensure they are aware of all potential traffic issues related to the area.

Proposer: Cllr. A. Hunter

Seconder: Cllr. S. Jones-Roberts

208/22 **Christmas Lights 2022**

- a) The following updates were NOTED by the Events sub-committee.

The Deputy Clerk explained the Christmas/Festive Lighting contracts had

been finalised and signed.

The Deputy Clerk explained that she had met with a Festive Lighting company on two occasions during recess. On the first occasion the company felt that the deer feature would not be feasible for safety purposes on Pensarn roundabout and suggested relocating it to site 8 (corner of St. George road). This would mean that the artificial trees would need relocating. The Deputy Clerk would take advice from the company's installers as to suitability of relocation sites.

The Deputy Clerk explained that the second occasion the lighting company visited was the day of the meeting. The Deputy Clerk was informed this afternoon that there was no power to light the trees at St. Paul's church.

- b) The Events sub-committee RECEIVED the Street Lighting report and costs for repairs to infrastructure (in preparation for the installation of Christmas motifs and Christmas tree/feature installations).

It was RESOLVED to accept the quote for remedial works.

Proposer: Cllr. T. Brennan

Seconder: Cllr. S. Jones-Roberts

- c) The Events sub-committee RECEIVED and CONSIDERED quotes from electrical companies regarding the trees at the Town Hall and the disposal of Waste from Electrical and Electronic Equipment (WEEE) i.e. damaged Christmas motifs.

It was RESOLVED to accept the quote C for work on the lights at the Town hall and the disposal of WEEE. It was further RESOLVED that any working lights should be kept and stored for a year.

Proposer: Cllr. A. Hunter

Seconder: Cllr. D. Green

Cllr D. Green left at this juncture.

- d) The Events sub-committee RECEIVED quotes for Christmas trees.

The Deputy Clerk explained that £33,765 of their £39,578 Christmas budget had been assigned to the town's lighting scheme thus leaving £5,813 in the budget. From that the Events sub-committee have committed to infrastructure costs, disposal of WEEE and electricity costs. Taking these costs into account, this would leave approximately £1,145 in the budget.

The Deputy Clerk highlighted that the quote did not include costs for dressing the Christmas trees with lights or infrastructure costs associated with lighting the trees at St. Paul's Methodist Church. The Events sub-committee were informed that the lighting installers estimated that an installation of a feeder pillar to light the trees at St. Paul's would be around £1,500.

The Chairman informed the Events sub-committee that a 28ft tree has been gifted to Abergele Town Council.

The Deputy Clerk informed the Events sub-committee that in the past 8 sites had Christmas trees. Currently, with the new scheme, 2 artificial trees and 2 features have been hired. Four sites had been identified by the Placeplan facilitator that could home four 6 foot root-ball trees. The Deputy Clerk highlighted that the Belgrano and St. George site had a 20 foot height limit due to overhead cables. The Deputy Clerk was requested by the Events sub-committee to estimate the shortfall. Deputy Clerk estimated that the Committee would require approximately £2,500 for all the trees together with the feeder pillar costs. The Deputy Clerk explained that quotes would be required for dressing the trees for budget purposes.

It was RECOMMENDED to contact the Lighting Company to ask if they would cover costs for the infrastructure as this should have been indicated to the Council before the contract had been entered into.

It was RECOMMENDED that the Deputy Clerk contact the Church to enquire if they are willing to allow the Council to run a feed from the Church to the trees and that the Council would make a donation towards the electricity costs of lighting the trees.

The following was RESOLVED:

- i. Contact St. Paul's Church to run power to the trees.**
- ii. To investigate the feasibility and costs of installing a feeder pillar to light trees at St. Paul's Church**
- iii. To contact Company B for a revised quote for 4 x rootball Christmas trees, 2 x 20 foot Christmas trees and installation costs.**
- iv. To contact relevant companies for quotes regarding the dressing of trees.**

It was FURTHER RESOLVED that the Events sub-committee requests additional budget to fund the potential shortfall at the next Policy and Finance committee.

Proposer: Cllr. A. Wood
Seconder: Cllr. S. Jones-Roberts

209/22 Christmas

- a) Matters relating to the Mayor's Christmas card competition for schools were CONSIDERED.

It was RESOLVED to APPROVE the 2022 Mayor's Christmas card competition for schools.

Proposer: Cllr. A. Hunter
Seconder: Cllr. A. Wood

b) Matters relating to the Christmas concert were CONSIDERED and the following RECOMMENDATIONS were made:

- i. Preferred date of concert: Friday, 9th December
- ii. Time: 7pm
- iii. Interval at half time, no refreshments
- iv. Event needs to be ticketed

ACTIONS:

- i. To contact all the Abergele schools to perform.
- ii. To contact Côr Alaw, Beulah Brass and other musicians.
- iii. Cllr. K. Yarwood AGREED to contact Emrys Performing Arts

It was RESOLVED to delegate a budget of £500 to the Deputy Clerk for costs related to the Christmas concert.

Proposer: Cllr. A. Wood
Seconder: Cllr. K. Yarwood

210/22 Events Budget

The Events sub-committee RECEIVED and NOTED the events budget report.

It was RECOMMEND that any shortfall from the budget is transferred to the Christmas decorations budget.

211/22 Christmas Budget

The Events sub-committee RECEIVED and NOTED the Christmas budget report.

Meeting Closed at 20:08

Signed

.....
(Chairman)