

# Abergele Town Council

## MINUTES

A meeting of the Events Sub-Committee, was held at 6.30pm on Thursday 12th July 2018 in Room 4, Council Offices, Llanddulas Road, Abergele.

194/18. **Election of Chairman**

The current Chairman Cllr Delyth MacRae opened the meeting and requested nominations for Chairman of the Sub-Committee for 2018/19.

It was PROPOSED that Cllr. MacRae be re-elected as Chairman.

**There being no further nominations, Cllr. MacRae indicated her willingness to continue and was re-elected as Chairman of the Events Sub-Committee for 2018/19**

195/18. **Attendance Register**

Cllrs: D Armstrong; S Jones-Roberts; D A MacRae; R. M Medlicott; B C Roberts;  
In Attendance: I R Martin (RBL); A Leslie (RBL)  
Mrs M Evans (Clerk); Mrs L Whalley (Deputy Clerk)

196/18. **Apologies for Absence**

Cllr: M Bird

197/18. **Absent without Apologies**

Cllrs: Heap-Williams; A Wood

198/18. **Declaration 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

199/18. **Minutes**

The minutes from the last meeting held on 4<sup>th</sup> June 2018 were **RECEIVED**, and **APPROVED**

*Standing Orders were suspended*

200/18. **Visitors to the Committee**

Mr. Adrian Leslie and Mr Iain Martin from the Royal British Legion were welcomed to the meeting to advise members as to why the RBL are unable to fund Parades. Mr Martin provided an overview on the history of the RBL's involvement in organising Parades on Remembrance Sunday which, over the years, have become more subject to "red tape". The RBL assist by applying for the road closures to CCBC, providing the Standard Bearers and directing the Parade itself.

Mr Leslie explained that as a charity the RBL is not insured as an events organiser and cannot be involved in costs associated with the marshalling of pedestrians and traffic. As such, it is the Town Council who should be insured for the event. Mr Leslie suggested that the Town Council investigate seeking grant funding from the Armed Forces Covenant Fund towards the cost of marshalling, and that by changing the route of the Parade to make it shorter might also reduce the risk and the financial burden.

Mr Martin and Mr Leslie were thanked for their time and they left the meeting.

*Standing orders were re-instated*

- 201/18. **1<sup>st</sup> July 2018 Civic Service:**  
Feedback regarding the organisation of the Civic Service was **RECEIVED** and **NOTED**.
- 202/18. A projected budget for the proposed events remaining for the current financial year was **RECEIVED**. Several adjustments were made to keep within the annual budget which resulted in the WW1 Tea Parties being reduced to one.
- 203/18. A timeline of the events calendar for the year to December 2018 was **RECEIVED**. The timeline demonstrated that the number and timing of events has a direct impact on resources available against the statutory workload throughout the year. The need for the events calendar to be planned in advance and managed effectively to reduce potentially negative impact was **NOTED**.
- 204/18. **Remembrance Day Service: Sunday 11<sup>th</sup> November 2018**
- a) An item deferred to this committee regarding the employment of an outside company to provide Chapter 8 trained marshals for the Remembrance Parade was **RECEIVED**. Members **CONSIDERED** the potential costs and subsequent value for money of training individuals in traffic marshalling through an approved training provider. It was noted that there could be no guarantees that the trained individuals would always be available for the one event per year. It was therefore **RESOLVED** that training staff/volunteers/councillors was not cost effective. It was further **RESOLVED** to **RECOMMEND** to the Policy & Finance Committee to **APPROVE** the cost of £1000 from the Events budget to engage a Chapter 8 trained company to facilitate the marshalling for this year.
  - b) An invitation from RBL for representatives of Abergele Town Council to attend a meeting regarding arrangements for the Remembrance Day Parade was **RECEIVED**. The Deputy Clerk and/or the Clerk will attend.
- 205/18. **7<sup>th</sup> December 2018 Christmas Concert**
- a) In accordance with the budget trimming under min no:202/18 above, a format for the promotion of the Christmas Concert was **AGREED** and the draft poster, with minor changes was **APPROVED**. The concert will be promoted by using Social Media, the noticeboards and community groups.
  - b) Refreshments for the Christmas Concert are to be provided by St Michael's Church but the Events budget allows for the Town Council to make a small contribution.
- 206/18. **20<sup>th</sup> August 2018 Abergele Train Disaster 150 yr Anniversary**
- a) In accordance with the budget trimming under min no:202/18 above, a format for the promotion of the Train Disaster Service was **AGREED** and the draft poster, with minor changes was **APPROVED**. The concert will be promoted by using Social Media, the noticeboards and community groups.
  - b) An e-mail from Champions UK Ltd regarding the hiring of Michael Portillo was **NOTED**
- 207/18. **WW1 Tea Parties**

- a) Updates from the Deputy Clerk with regard to catering and venues were **RECEIVED**  
In accordance with the budget trimming under min no:202/18 above, it was **RESOLVED** to reduce the number of tea Parties to one. The only venue available is St George Village Hall and the event will take place on Monday November 12<sup>th</sup>. Refreshments will be limited to tea/coffee and cake.
- b) An e-mail from Cllr Jones-Roberts regarding a suggestion from a local poet that a concert be held to celebrate the end of the war was **RECEIVED**. It was **RESOLVED** that this idea could be incorporated into the tea party and be the entertainment for the guests.
- c) A draft poster, with adjustments to reflect the new format of the afternoon, was **APPROVED**

Meeting Closed: 20.30

Signed: .....

Chair