

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the meeting of the **Events Committee** held in the Council Chamber, Bank Place Offices, Holywell on Wednesday 26 June 2019 at 11.00am.

PRESENT: Councillor L.A. Carter (Chair – see minute EV1).

Councillors: J.M. Johnson, S. Johnson and E.B. Palmer.

APOLOGIES FOR ABSENCE were received from Councillors P.A. Johnson and M. Brooke, and Youth Councillors E. James and S. Wynne.

IN ATTENDANCE: J. Baker (Clerk), M.G. Fearnley (Projects & Development Officer).

EV1. **ELECTION OF CHAIR – 2019/20**

RESOLVED:

That Councillor L.A. Carter is elected Chair of the Events Committee for 2019/20.

EV2. **APPOINTMENT OF VICE-CHAIR - 2019/20**

RESOLVED:

That Councillor E.B. Palmer is appointed Vice-Chair of the Events Committee for 2019/20.

EV3. **DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT**

None.

EV4. **FORMER EVENTS WORKING GROUP RECOMMENDATIONS**

Members received an update from the Clerk on the main discussion points from the last working group meeting. It was noted that the recent Line Dancing Festival was allocated as a free parking day in the town, along with the Well Inn Music Festival due to take place 7th September. It was recommended by the working group that fireworks were not used for this years’ Christmas Lights Switch on arrangements, and also that the town would benefit from a generic Christmas Events banner.

RESOLVED:

That the Support Officer makes arrangements to produce or purchase a suitable banner to advertise the Christmas Events Programme.

EV5. COMMITTEE MEMBERSHIP

Members considered any additional membership requirements, which included those from external sources.

RESOLVED:

That the existing membership for the Events Committee is adequate for its current purpose.

EV6. WORKING GROUPS

Members considered the establishment of any working groups required to support the aspirations and objectives of the committee.

RESOLVED:

- 1) That a Town Centre Music Working Group be formed to meet as and when required, consisting of all Events Committee members, plus Mr P. Footit, Mr G. Evans, Mr M. Flaherty and Events Sound. Clerk to draft Terms of Reference for approval at next Council meeting.
- 2) That a Christmas Activity Working Group be formed to meet as and when required, consisting of all Events Committee members initially. Clerk to draft Terms of Reference for approval at next Council meeting.

EV7. HIGH STREET CAPITAL WORKS

Members considered the Autumn events programme, in the context of the planned works on the High Street, and any necessary contingency plans. Tower Gardens would be available as an alternative location to the High Street, along with Holywell Leisure Centre, St Peter's Church and Fron Park/Panton Place.

RESOLVED:

That members endorse the contingency plan locations, should they require implementation for any of the Autumn events.

EV8. OTHER EVENT RELATED MATTERS

8.1. Stage Location For Future Events

Members discussed the options, and much would depend on the progression of any High Street Capital Works Scheme, along with the Events Area improvements to Tower Gardens

RESOLVED:

That all events should be located at Tower Gardens where practical, following the completion of the planned improvement works.

8.2. Dinner With Otto Play

Members discussed the above play to take place at Rhyl Theatre in September. The play was written by local resident Mr Tom George who had asked the council for support with the arrangements.

RESOLVED:

- 1) That the Council Offices be used for residents to purchase tickets, should they be interested in attending the play.
- 2) That any further requests which involve events outside of the four wards of the Holywell community, be referred direct to the full council for proper consideration.

8.3. Pre-Loved School Uniform Market Stall

Councillor L.A. Carter explained this project which would involve the operation of a market stall over two sessions in August to distribute used school uniforms to benefit the local community. Any proceeds would be transferred back to the participating schools.

RESOLVED:

That members endorse the arrangements and approve the project. Clerk to check with the County Council on any insurance implications.

EV9. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute, EV10, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the engagement of contractors.

EV10. CHRISTMAS LIGHTS 2019

Members received a report from the Clerk which outlined this year's contractual arrangements with KWDB Electrical. Members noted that to ensure continued value for money the contract would require retendering in the medium term i.e. between 3 and 5 years from the last tendering exercise. This followed advice given by the Council's Internal Auditor JDH Business Services. The 2019 Christmas Lights arrangements were year 1 on this timeline. There was a requirement to upgrade 2 electric supply boxes as a contract variation, and also to consider the replacement of all existing power supplies which are at least 10 years old on each building. The final contract sum was confirmed as £17,093.

RESOLVED:

- 1) That members approve the continued contractual arrangements with KWDB Electrical including the contract variations.
- 2) That the replacement of existing power supplies be phased over the 2020 and 2021 years, subject to the approval of full council when next year's budget is considered.
- 3) That the Christmas Lights Switch On Entertainment Programme be delegated to the Christmas Activity Working Group, to make appropriate recommendations to the next committee meeting.

EV11. CLOSE OF MEETING

The Chair closed the meeting at 12.15pm.

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Chair