

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the meeting of the **Town Centre and Events Committee** held in the Council Chamber, Bank Place Offices, Holywell on Wednesday 5th July 2023 at 10.00am.

PRESENT: Councillor I. Hodge (Chair)
Councillors E.B. Palmer, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillors L.A. Carter, L. Corbett, and P. Corbett. Councillor S. Rush was absent without apology.

IN ATTENDANCE: J. Baker (Clerk), M.G. Fearnley (Deputy Clerk), and C. Pickstock (Support Officer).

TC1. ELECTION OF CHAIR - MUNICIPAL YEAR 2023/24

RESOLVED:

That Cllr I. Hodge be appointed Chair for the 2023/24 municipal year.

TC2. ELECTION OF VICE CHAIR – MUNICIPAL YEAR 2023/24

RESOLVED:

That Cllr D. Thomas be appointed Vice Chair for the 2023/24 municipal year.

TC3. DECLARATION OF INTEREST

None were declared.

TC4. UPDATE FROM HOLYWELL STREETSCENE CO-ORDINATOR

Paul Edwards attended in Nigel Seaburg's absence. No update was provided but Mr Edwards answered questions from members, and would follow up on the estate litter, lighting plinth in Tower Gardens, weeds on kerbs, and bus shelter side panels reported by Cllr E.B. Palmer. Cllr D. Thomas reported a streetlight out and rubbish bags left in the street by Maggie's Kitchen. Cllr I. Hodge reported concerns at the Holywell East recycling operations, with there being no dedicated team in this area. Mr Edwards stressed the need for missed collections to always be reported.

RESOLVED:

- 1) Streetscene to provide an up-to-date schedule of works activity within the town.
- 2) Streetscene to action appropriate works in readiness for the Wales in Bloom judge visit.
- 3) Streetscene to investigate amount of litter left after recycling lorry had been around the area.

TC5. SUMMER OF DIVERSITY EVENT

The Deputy Clerk provided members with an update and summary of the event planning and preparation to date. The event would be held 11.00am to 3.00pm and consist of the market, car boot sale, jobs fair and information stalls, as well as some other activities such as drumming, a world music DJ, and free lunch packs for children.

TC6. WELL IN FESTIVAL EVENT

The Deputy Clerk provided members with an update and summary of the planning and preparation for the scaled down event prior to a full Autumn review. The three stage managers agreed at the last meeting had been approached in relation to sourcing acts and managing stages on the day.

RESOLVED:

That an Events Working Group be called to discuss additional activities, ideas for the day and stage, sound, and lighting management for the event. A Town Centre & Events Committee meeting was to be arranged mid-August to confirm the final arrangements.

TC7. NEW EQUIPMENT REQUIREMENTS

Cllrs I. Hodge and E.B. Palmer requested members considered the purchase of a laptop and mixer deck to support the music operations at the Tower Gardens Events Area. The laptop was to be dedicated for events and not contain any council data. The mixer deck would allow twelve channels to support multiple performers.

RESOLVED:

That the Clerk be authorised to proceed with an order for the equipment.

TC8. CHRISTMAS LIGHTS SWITCH ON REVIEW

Members received a report from the Clerk and Deputy Clerk that highlighted the potential options and costing implications. A refurbishment of the existing kit was considered, with some additional enhancements. Members also queried the cost of full replacement lights, and whether the light colours could be changed as part of any refurbishment.

RESOLVED:

That the Clerk provides a report for consideration by members at the July Council meeting, that details the available options going forward.

TC9. TOWN CENTRE PLANTER ADOPTION SCHEME

The Clerk provided an update to members on the planters and confirmed that the plaques had now been fixed to the relevant planters. Members discussed the adoption policy, potential repositioning, and a potential colour change.

RESOLVED:

- 1) That a letter be sent to all businesses asking if they would like to adopt any remaining planters. Deputy Clerk to arrange and also liaise with the businesses in Tower Gardens.
- 2) That the potential colour change be checked with the County Council's Conservation Department.
- 3) That the Council cover the cost of additional plaques, following any new planter adoptions.

TC10. NEW EVENT PROPOSALS

Members considered the following event proposals presented by Cllr I. Hodge and the Deputy Clerk. Minimal costs were involved for both events.

- 1) Outdoor Carol Service. This would take place in Tower Gardens and several groups had been approached to take part. Keyboard music could be played as part of the event.
- 2) Christmas Pantomime. The pantos used to happen regularly a few years ago and were very successful. These were run in conjunction with St. Peters Church and the Arts Council for Wales.

RESOLVED:

Members agreed that both events should proceed with further discussions to take place at a future Events Working Group.

TC11. ADDITIONAL ITEM

Cllr E.B. Palmer requested the Council review its Event Grant and Parasol Usage policy.

RESOLVED:

That a review be undertaken by the Resources Committee, at its next meeting. Town Centre & Events Committee members to be invited, due to operational overlap of responsibilities.

TC12. CLOSE OF MEETING / DATE OF NEXT MEETING

The Chair closed the meeting at 12.00pm. The next meeting would be arranged for mid-August 2023.

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Chair