

## ***MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON 17<sup>TH</sup>. JUNE 2015***

***Present :*** Councillor Z Hammond ( Chair )  
Councillor C Erasmus ( Vice Chair )  
Councillors G Erasmus, M Veater MBE, P Cook

### ***1. Apologies for Absence***

Apologies were received from Councillors A Farina-Childs, D Davies, B Baber, M Harris & G Hale.

It was noted that a meeting in respect of proposed closure of Cefn Fforest Leisure Centre had been called for this evening and a number of members were attending that meeting.

### ***2. To Receive the Minutes of the Events Committee Meeting held on 29<sup>th</sup>. April 2015***

It was resolved the minutes be received

### ***3. Matters Arising***

Any matters arising will be covered in the Agenda

### ***4. Carnival***

#### ***(a) Alice & Characters Update***

Councillors Z Hammond & C Erasmus reported that the interviews had gone well and that it had been decided that all entrants would have a part in the parade. The character of Alice would be Mia Rose Lewis, whilst the young Alice would be Macenzie Evans. Fittings for the Under 9 costumes were being arranged for this coming Saturday, and others throughout the following week or so, at Twinkle Twinkle Boutique.

It was proposed and agreed that the costumes be retained by Twinkle Twinkle after the event for possible use by other youngsters in the future.

It was anticipated that individuals be responsible for their own hair & make up, albeit we would arrange for somebody to be on standby on the morning to assist with make up. It was also agreed that Royal Mint Presentation Packs ( £15 each ) be purchased to present to the participants on the day.

It was also agreed that the Clerk contact St. Margaret's Church to see if the hall would be available from 10.00 am. on carnival day.

***(b) Parade***

It was agreed there be no specific theme for the fancy dress competition.

The Chair reported that she had received approaches from Dreams & Wishes Charity to take part in the parade, with 2 popular characters from the Frozen film. Furthermore, a local drama group was also interested in taking part in the parade.

It was agreed the Clerk follow up on these contacts.

The Clerk reported that he had been approached by several individual bikers regarding their possible participation and had given them details of start time and place.

Following on from this it was agreed approaches be made to the Forrester's & the Progressive Club, Ynysddu, as these seemed to be used as headquarters for various groups.

It was also queried if Councillor Bill Baber could make contact with the British Legion bikers who attended last year to check their availability.

Contact has been made with Cefn Fforest Jazz Band who are also organising an additional 2/3 bands to take part in the parade.

***(c) Entertainment***

The following have confirmed attendance Freemans Funfair, Johnno Children's Entertainer, Owl Sanctuary, Water Rockets & Tropical Inc.

Awaiting confirmation from Four Paws Dog Rescue, DYT Dance Group, Yasmine & Alice Mee Bishop.

Approaches also made to Gwent Wildlife Trust, Hedgehog Helpline & Tortoise International.

Unfortunately CURS Re-enactors will not be attending this year.

***(d) Stalls***

The Clerk reported that invitations had been forwarded to approx. 35 stalls, and whilst responses were slow to date, he was fairly confident the situation would improve as has happened over the past 5/6 years.

***(e) Miscellaneous***

The Clerk informed members that the road closure and ESAG forms were completed and would be forwarded to C.C.B.C. by the end of the week.

The Chair reported that it was the aim for the hospitality tent to take the form of the Mad Hatters Tea Party, and it was agreed that the Clerk contact the Mayor to enquire if his charity would act as hosts during the afternoon.

It was agreed that Cwm Bakery be approached to provide refreshments as in previous years, but we need to give consideration as to what needs to be ordered.

The former Mayor, Councillor Glyn Erasmus raised his concerns regarding the positioning of the hospitality tent, as last year there was standing water in the one corner. It was agreed Peter Jones of Classic Catering be invited to the next meeting to discuss positioning of marquees etc. on site.

The Clerk informed members that it was his intention to appoint a Chief Steward from amongst the stewards available on the day, and in advance so that he/she could better understand the issues and be in a position to fully brief all others on the day.

Members were in agreement and felt that town councillors whilst having specific roles on the day should not be acting as stewards, and total responsibility should rest with the Clerk and nominated Chief Steward.

It was agreed to request members for their assistance on the day, and once availability is known to identify specific roles/ responsibilities.

The Clerk reported that he had made approaches regarding DBS checks and the possibility of Caerphilly C.B.C. acting as the umbrella authority.

## ***5. Christmas Lighting***

The Clerk reported that he had arranged a meeting with a representative from Blachere Illumination to visit the High Street and discuss potential requirements. Unfortunately it had had to be cancelled, but was now rearranged for 10.30am. on Tuesday 30<sup>th</sup>. June.

## ***6. Caerphilly C.B.C. – Support to Events in the Town***

The Clerk reported that he had been asked to meet with Andrew Highway & Paul Hudson of Caerphilly C.B.C. to discuss the Town Council's support of Events in the town. With the cuts to Caerphilly Council budgets discussions are being held with the Town Councils to identify the best way forward for the future and secure where possible additional support to ensure continuation of these successful and long standing events.

It had been agreed that once this year's carnival is over, Paul Hudson be invited to an Event Committee meeting to discuss these issues in more detail, especially given that this years carnival is likely to be the last in its current format given the pending sale of the Civic Centre Site.