

MINUTES OF THE EVENTS COMMITTEE MEETING HELD ON 17TH. MAY 2016.

Present : Councillor Z Hammond (Chair)

Councillors M Veater MBE, G Hale, J Weeks, W Baber, J Criddle & C Erasmus

1. Apologies for Absence

Apologies were received from Councillors M Harris, A Farina-Childs, D Davies & P Cook

2. Declarations of Interest

There were no Declarations of Interest made at this point

3. To Receive the Minutes of the Events Committee meeting held on 13th. May 2016

It was ***resolved*** the minutes be received

4. Matters Arising

Councillor J Criddle informed members he had visited the Libanus Chapel as promised, and was making arrangements to re-visit in the near future to identify possibilities.

Councillor Z Hammond informed members she had met with Jim Edwards regarding possible hospitality being provided at the Café, but that she had been informed subsequently that electricity supply would be available for a marquee, and that the British Legion would be willing to act as hosts. Members ***agreed*** this to be the preferred option, and that the Chair should contact Jim thanking him for his kind offer.

5. Carnival

The Chair & Clerk reported that 8 applications had been received in respect of the Carnival Queen/ Procession Competition, albeit several enquiries had still not responded. It was agreed to leave the date open until Friday 20th. May to allow for possible further applications.

The Chair reported that all but one of the applicants had taken part in last years event, and wanted the opportunity to represent the Town again.

Given the majority are known to us, and carried out their duties extremely well last year and that time is of the essence, members felt there seemed little to be gained from the interview process, and it was ***decided*** the Chair & Vice Chair contact the applicants and let them know they had been selected. Any applicants not known to us would need to be seen by the Chair and/or Vice Chair to check their suitability.

The Chair reported that she had tried to contact Twinkle Twinkle to see if they were able to assist again this year, but had had no success. If problems persisted, she suggested she make contact with the applicants to see if they had suitable dresses of their own, or we look to purchase dresses.

The Clerk reminded members that the budget for the Carnival this year was £7,500, and presented the following budget headings for members deliberation –

	£
Queen & Court	600
Parade	1,000
Entertainment	2,700
Miscellaneous	3,000

The Miscellaneous budget covered costs of advertising, licence, sound/staging/marquees, bunting, fire extinguishers, stewarding, refreshments/hospitality etc.

After some discussion, members *agreed* this provisional breakdown, albeit agreed there may be some cross over between parade and entertainment.

The Clerk & Chair reported on their meeting with Sarah Kate Ackerman of Caerphilly Borough Events team. She had been very helpful in recommending a Samba Band to lead the parade, and also a group to provide upbeat music during the afternoon, and possible contact for street entertainers to take part in parade and perform later in the afternoon. She had also promised that the Council stewards would assist at 12 noon for the parade.

She advised that no portable toilets were being hired for the High Street during the event and were banking on the Bus Station toilets being open – the Chair suggested she double check for opening on the Sunday.

The Clerk reported that he had received a request from Sarah-Kate for a contribution towards the advertising of the Beach Party/ Carnival weekend, with a planned 10,000 leaflet drop in and around the major towns in the area. After some discussion it was *agreed* a contribution of £100.

After some discussion it was *agreed* the Clerk hire the Samba Galez Band for £400 and if possible Jarzino for £400, whilst also making enquiries regarding a stilt walker for the parade and afternoon. The Clerk also reported that he was still making enquiries into possibility of steel drum group. DYT Dance Group had confirmed their attendance, and hopefully might also take part in the parade.

Tropical Inc. with the T Rex had been provisionally booked in the sum of £525, and it was also hoped to approach the Owl Sanctuary as in previous years, as apparently the Hawk Centre had been booked for the Beach Party in the High Street, and would be another added attraction at the Market Place.

The Clerk reported that he was trying to arrange a meeting with Ruth Stockley from a Group representing several churches in the area who had asked if they could be involved in providing children's entertainment on the day – they had been involved for the last few years at Bedwellty Show, but given its move to Llancaeach Fawr, wished to retain links with their locality. Initial contact identified their need for a space of 9m x 3m for a vehicle plus space for a marquee from which they would provide children's entertainment/ face painting and craft type activities. Once it is established what they will be willing to provide, a decision can be made regarding possible hire of climbing wall.

The Mayor reported he was still trying to get representation from the armed forces on the day, and that he had also made contact with local biker clubs and albeit they couldn't enter the parade may be willing to park up on site if space allowed.

The Clerk reported he had completed the application in respect of a premises licence for the site and had had an interview earlier in the day with a licensing officer of Caerphilly C.B.C., with a follow up booked Thursday, when the application will be formally submitted.