

**MINUTES OF THE EVENTS SUB-COMMITTEE MEETING
HELD AT 10/12 ORCHARD STREET, NEATH
ON THURSDAY, 17TH JANUARY 2019
AT 7.10PM**

PRESENT: CHAIRMAN: M. PROTHEROE

**COUNCILLORS: P. JAMES
MRS L. JONES
MRS J. L. LOCKYER
A. MCGRATH
MRS S. M. PENRY
A. SIMS**

**IN ATTENDANCE: KATHRYN CHARLES
SARA WHARMBY**

0155 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. G. Morgan, Cllr. R. Price and Cllr. J. Warman.

0156 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

There were no declarations of interest received.

0157 TO REVIEW THE OUTCOME OF THE CHRISTMAS LIGHT SWITCH ON 'EVENT' AND CONSIDER ESTABLISHING A DEDICATED WORKING PARTY FOR 2019

The Meeting discussed establishing Working Party for the Christmas Event in 2019 which was agreed. The Membership of the group was felt to be the same as Events however additional Members plus external supporting organisations would also be invited.

The Town Clerk updated Members on a Meeting they had attended with NPTCBC regarding the 2018 Christmas event. Members were given a draft Event Registration and Draft Event Management Plan for discussion.

The Meeting was informed that the Llanelli Christmas Lights event would be taking place on the same date as Neath Town Council's and NPTCBC had asked that the same fair contact be used for Neath. It was therefore felt that Neath Switch On Event should be delayed by one week to accommodate this. **RESOLVED:** It was proposed, seconded and agreed to change the event date to 29th November 2019.

The Meeting discussed the 2018 Christmas Market. Members agreed that they wished to attract local, smaller Christmas Craft traders into the town and not rely on food and drink traders. Members agreed that marquees would be

used for the market which would give more access to the public. **RESOLVED:** Marquees hire and electric supply to be obtained.

The feedback regarding the Bier Keller was well received and therefore, Council agreed to provide the same in 2019. **RESOLVED:** Bier Keller hut design to be sourced.

Cllr. A. McGrath gave his apologies and left the Meeting at 8.18pm.

RESOLVED: After discussion Members agreed that the marquees should be in Cattle Street based on a 2 day event on Friday and Saturday and not placed on New Street. Town Clerk to call a Christmas Working Party once costs are obtained for hiring marquees and electricity.

0158 TO RECEIVE AND DISCUSS THE UPDATED SCHEDULE OF EVENTS FOR 2019

Members had received the schedule of events prior to the Meeting.

Members were informed that the Mayor's Civic Service would be taking place on 14th June 2019.

Members were informed that 'The Great Get Together' is being held on the same date as the Emergency Services Day. **RESOLVED:** Town Clerk to contact to find out if they would like to hold a joint event in Victoria Gardens.

Members discussed holding a St David's Day event on 1st March with the opening of Neath Castle. A Member stated that St Thomas' Church had a mock up of Neath Castle and asked if it could be placed in the Castle for the event.

0159 TO DISCUSS THE 'SUMMER FESTIVALS' DRAFT FLYER FOR 2019

An updated flyer was circulated to Members.

Members were informed that an email had been received regarding funding for the Real Ale & Cider Festival 2019. **RESOLVED:** Members agreed to fund the marquee.

0160 TO DISCUSS INSTALLATION OF BUNTING THROUGHOUT THE TOWN FOR 2019

Members were given costs for the installation of bunting. **RESOLVED:** Town Clerk to ask to speak to supplier to ask them to review costs for the installation of the bunting. Members agreed to the additional bunting on Windsor Road, Alfred Street, The Parade and The Croft. **RESOLVED:** Costs to Full Council for approval.

0161 TO REVIEW ANY CORRESPONDENCE RECEIVED

<i>Correspondence Received</i>	<i>Actions</i>	<i>Resolutions</i>
An email from The Jo Cox Foundation regarding the Great Get Together event on 22 nd June.	To discuss.	-
Emails from Jeff Griffiths and Gareth Madge regarding the Blue Plaque for Ernest James Rollings.	To discuss.	-
An email from Neil Randle regarding the Christmas Market at the switch on event.	To discuss.	Members discussed the email. The Town Clerk's response was circulated to Members. Members were happy with the response with no further comments to make.
An email from Bethan Jones regarding the Christmas Market at the switch on event.	To discuss.	Town Clerk to circulate email for Members to discuss further. To be placed on the agenda for February meeting.

0162 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting would be held on Thursday, 21st February 2019. An agenda would be circulated in due course.

There being no further business, the meeting was closed.