

## Events Committee

10th May 2023

A meeting of the Rhuddlan Town Council Events Committee is to be held on Monday 15<sup>th</sup> May 2023 at 7pm. This Hybrid meeting is taking place at **Hwb Rhuddlan**, Clos David Owen, Rhuddlan LL18 2UJ. Members of the public are welcome to attend in person or via Zoom. If attending remotely then please inform the Clerk by 3pm on the day of the meeting.

### Agenda

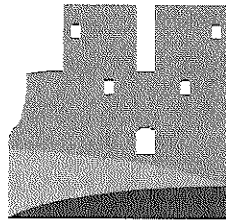
1. Apologies
2. Declarations of Interest
3. Minutes – review the minutes of the previous meeting held on 18<sup>th</sup> April
4. Progress from minutes
5. Review Coronation Weekend Events
6. Gwledd-Fest – preparations for event being held on 20<sup>th</sup> May
7. Consider new applications for support
8. Agree the date of Next Meeting

*Steve Wilson*

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**Rhuddlan**  
Town Council

## **Rhuddlan Town Council – Minutes of the Events Committee Meeting 18<sup>th</sup> April 2023**

**Held at Rhuddlan Community Centre**

### **Present:**

Cllr Mike Kermode (Chair)  
Cllr Mike Elgin (Mayor)  
Cllr Arwel Roberts  
Cllr Val Simmons  
Town Clerk  
Clerical Assistant/Minute Clerk

There were several members of the public present representing some of Rhuddlan's voluntary community groups.

Shirley Capper Rhuddlan Bowling Club, Seren Evans SPAR, Donna Musgrove Rhuddlan Beavers. Paul Edwards and Ffion White Bespoke Events.

The Chair welcomed all those present.

### **1. Apologies**

Several community groups had sent their apologies which are recorded below but formally are not required to be minuted as they do not form part of the events committee membership.

Eldon Jones Rhuddlan Allotment Association, Sue Butterworth and Gill Price Rhuddlan Friendship Group, Jayne Coxall, Paul Oxley and Alan Jones St Mary's Church.

### **2. Declaration of Interest**

Cllr Mike Elgin and Cllr Arwel Roberts Rhuddlan Bowls Club.

### **3. Minutes**

The previous meeting Minutes had been approved by Full Council meeting on 9<sup>th</sup> March 2023.

### **4. Matters Arising**

The flag poles have been removed from the castle battlements and the town council has written to CADW to ask if replacements will be ready for the coronation.

Coronation Bunting has been purchased and received. A contractor engaged to erect/remove it on behalf of the Council. It will be erected from the footbridge end of town to the golf club roundabout.

All the sponsorship applied and agreed has been paid out.

The Gwledd food festival is progressing well and an update is on the agenda for this evening.

The opening of the Hwb was a successful event enjoyed by many.

Notification of the Rhuddlan Dementia Group Dance on April 29th

## **5. Coronation Weekend**

The committee asked the various groups to update on their individual events reminding them that anymore assistance can be applied for if required.

*Rhuddlan Bowling Club* – Cllrs Mike Elgin and Arwel Roberts had already declared an interest as members of this group. The preparations are progressing as planned. They would like more funding for the engagement of Rhyl Marching Band who they have arranged to participate and gave the timing of their activity. In the absence of a specific amount Cllr Val Simmons proposed £100, seconded by Cllr Mike Elgin. **Resolved.**

The agreed prize money for competitions (1<sup>st</sup> prize £25 2nd prize £15) will be made available on the day from the Clerk for the fancy dress competition which will be judged by Cllrs Ann Davies and Val Simmons at 2.30pm.

It was agreed to hold the children's colouring competition on the day at 1pm in the bowls club marquee which will also require prize money availability that day. The Clerk was asked to supply the paper and crayons. **Resolved.**

Table & chairs from the HWB can be borrowed by the club if they wish.

A discussion took place on the merits of having a coronation flag for the bowls club or a flag described by Cllr Arwel Roberts which was recently seen at a local school having the 4 devolved nations depicted thereon. The size of whatever flag is decided upon will need to be given to the Clerk. **Resolved.**

*PA system* - It was also agreed to contribute £20 towards the supply of Gwyn Price's PA system. **Resolved.**

*Other Organisations* - The Clerk reported that St Mary's Church, Rhuddlan Friendship Group, and Rhuddlan Historical Society were all happy with their progress on their particular events. But the Marching Band agreed tonight is not on the marketing flyer which has now been distributed so it will be added to the Council's website and Facebook page. It was agreed that the bowling club will add to their marketing efforts too.

*Marketing* - Some attendees had not received the events general leaflet and there were no more remaining. The Clerk as tasked with sending the SPAR an A5 leaflet poster. **Resolved.**

*The Rhuddlan Beavers* - were represented via Zoom by Donna Musgrove for the first time. Cllr Mike Kermode as Chair welcomed Donna and introduced the events committee members and participants. He also mentioned that the town council was willing to help fund any event that the beavers might like to organise.

Donna was hoping to participate on the Monday celebratory events at Admiral's Field. She will post on the beaver's Facebook page to ask for volunteers but she and her husband will

assist in some way. In answer if the cubs and scouts would like to participate Donna said she would ask their respective leaders.

## **6. Gwledd Fest**

Cllr Kermode introduced the professional organisers engaged by the town council to those present and informed everyone that the school car park was available for stall holders vehicles on the day along with the school choir at 11am. The contact for the choir was passed on.

Bespoke Events – A very informative and lengthy list of the activities booked were discussed including:-

65 stall holders already booked and paid up.

Rebag Band, Dyffryn Diva Girls, and Muddy Boots Band booked.

Formal opening agreed to be 10.45am

Professor Llusern a magician has been booked

Yoga Tutor free taster session

Several food and drink concessions were listed along with confirmation that alcohol licenses were in place. More hot food concessions were needed though if possible. Bowls Club and Bespoke Events to discuss later the provision of burgers at the club BBQ. The Community Centre Association will provide basic teas & coffees in the centre via the counter as the other areas are required for other stalls. **Resolved.**

Menter Iaith attending

Banners are being reprinted for this year's dates.

There are 3 walkie talkies being made available from Bespoke Events and the first aid cover has been confirmed.

Cllr Arwel Roberts is to arrange straw bales from Pengwern farm. He will also arrange Heno coverage of the event is possible.

Marketing strategy was discussed and will include the parish magazine, council's website and Facebook page, with the Clerk going to inform the various holiday/caravan parks.

Bespoke Events and Clerk to arrange siting of banners and the use of each other's logo's on the reprinting. **Resolved.**

**Resolved.**

Ffion will forward some previous event pictures for town council website.

The Community Centre will be arranged to be open from 7.30am if possible. Clerk to arrange. **Resolved.**

All councillors are to be encouraged to volunteer on the day and to be there around 8-8.30am if possible please.

## **7. New Applications for Support**

None received

The committee wanted to remind the community groups that if a group wanted to organise other events during 2023 they could approach the Town Council for assistance, or if they wanted to add something to the Kings Coronation weekend.

**The next Events Committee meeting is to held on Monday 15<sup>th</sup> May at 7pm at a venue yet to be arranged followed by a Gwledd Fest meeting at 8pm**