

Cyngor Tref
Rhuddlan
Town Council

Events Committee

28th September 2023

A meeting of the Rhuddlan Town Council Events Committee is to be held on Tuesday 3rd October 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.

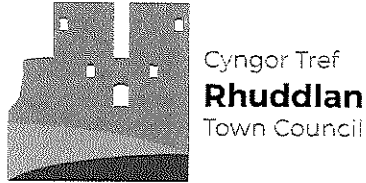
Agenda

1. Apologies
2. Declarations of Interest
3. Minutes – review the minutes of the previous meeting held on 20th June
4. Progress from minutes
5. Remembrance Sunday
6. Community Christmas Carols around the tree
7. Consider any new applications for support
8. Agree the date of Next Meeting

Steve Wilson

Town Clerk - 07775 673706

clerk@rhuddlantowncouncil.gov.uk



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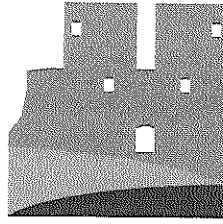
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Rhuddlan Town Council – Minutes of the Events Committee Meeting 20th June 2023

Held at Hwb Rhuddlan

Present:

Cllr Mike Kermode (Chair)
Cllr Mike Elgin
Cllr Arwel Roberts
Cllr Val Simmons
Town Clerk Steve Wilson

Gill Price was present, representing Rhuddlan Community Centre.

Also present were Maurice Beer and Pat Chapman from Bodelwyddan Town Council. Ffion White and Paul Edwards from Bespoke Fitness & Events joined the meeting at 7:45pm.

The Chair welcomed all those present.

1. Apologies

Cllr Ivor Beech and Assistant Clerk Paul Smith

2. Declaration of Interest

None

3. Minutes

The previous meeting Minutes had been approved by Full Council meeting on 8th June 2023.

4. Progress from the Minutes

The Clerk stated the bunting has been taken down.

The Chairman advised that one loaned gazebo had been broken but has been repaired by Cllr Gareth Rowlands. The Chairman thanked Cllr Rowlands and it was agreed that the council would pay for the parts required for the repair. It was noted that some weights might need to be purchased for future gazebo use in case of windy weather.

5. Review of 2023 Gwledd

It was agreed that the event had been very successful, with some 3,000 people attending. One email complaint had been received about the range of food exhibitors and this was noted.

The Clerk took members through the balance sheet which showed the Gwledd had cost the council just under £2,000. The Chairman asked members if they thought this was value for money for the council and members agreed that it was. It was agreed that there should be another Gwledd event in 2024 on Saturday 18th May.

A member asked for a letter of thanks be sent to the Ebenezer Chapel for the loan of furniture and to the headteacher at Ysgol Y Castel for the use of their carpark and for the attendance of the school choir. A thank you letter to be sent to the Community Centre and the farmer who supplied the straw bales and Cllr Ivor Beech for transporting them.

A discussion took place on whether a card reader was required for the entrances and it was agreed to review this for the 2024 event. Rubbish was discussed and it was agreed to get a larger bin to decant the small ones into. Agreed to allow four free stalls for charities for the Blood Bikes, MS Society, Menter Iaith and the Alzheimer's Society. Discussed the entrance management and agree to look at either an ink stamp or wrist band to manage re-entry

The committee discussed whether Bespoke Fitness & Events should continue as the event organisers. The issue of tendering was raised. It was agreed that the event organisers needed to commence work on the 2024 event now, so as to sign up the exhibitors. Tendering could be done for the 2025 event and beyond

The Chairman had looked at the situation and web-based information showed that most commercial event organisers focussed events that were 3 to 4 times the size of the Gwledd; none of them were based in the North Wales area and none appeared to have a bilingual capacity. Bespoke Fitness & Events had run 5 Gwledd events very successfully; they had good contacts with North Wales exhibitors; there was an excellent working relationship locally and they offered a bilingual service. The Chairman proposed that the committee **recommend** to the council that Bespoke Fitness & Events be commissioned for the 2024 Gwledd, seconded by Cllr Val Simmons. **Resolved**

Discussion on the 2024 fee arrangement. The 2023 fee was based on a mix of a fixed exhibitors' fees plus a top-up from the council to make a total of £3,000 for Bespoke Fitness & Events. The actual split was £1,120 from fees and a top-up of £1,880 from the council. Another option was to offer Bespoke Fitness & Events a flat sum of £1,800 and they could then charge various fees for the exhibitors with the potential to increase their overall income.

Ffion and Paul from Bespoke Fitness & Events joined the meeting.

The Chairman asked for their views on the Gwledd and they stated good weather, good turnout, satisfied vendors, some vendors letting them down at the last minute, publicity could be improved and the importance of the entertainment in keeping people at the event for longer. Discussed an entry survey but decided this was too difficult to do. One member

suggested more publicity emphasis on the music side of the event, this was discussed and next year's publicity will highlight the music a bit more.

Bespoke Fitness & Events were asked would they preferred the fee arrangement from this year or having an option to take a fixed fee and have freedom to be more flexible with the fees charged to the exhibitors. Agreed that Bespoke Fitness & Events would be given time to consider this and give feedback in time for the July council meeting.

5. Applications for Support

None received

The next Events Committee meetings are to be held on Tuesday 25th July and Tuesday 3rd October at 7pm at Hwb Rhuddlan

