



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town

Minutes of the Events Committee Meeting on Thursday 22 April 2025

Present:

Cllr Val Simmons (Mayor)
Cllr Jackie Burnham (Deputy Mayor)
Cllr Mike Elgin
Cllr Mike Kermode (Chairperson)
Steve Wilson - Town Clerk and Responsible Financial Officer
Morgan Ditchburn – Assistant Town Clerk
Gill Price – Community Centre
2 members of Rhuddlan Allotments

1. Apologies

Cllr Arwel Roberts

2. Declarations of Interest

Cllr Jackie Burnham: Item 6.

3. Minutes – review the minutes of the previous meeting

All agreed.

4. Progress from Minutes

See Item: 6

5. Gwledd 17th May

Temporary event licenses have come through. Application for street trading license is not required as it is classed as a market. Road closure – placed order with Core Highways (JTM). Awaiting the formal road closure authorisation from DCC. First Aid person appointed. Starting on the PR. Will have the banners: permissions for placement have been requested. Card reader update: Sumup machines are £74 without VAT and have unlimited data so do not need to use Wi-Fi. Agreed to purchase three devices.

There is a balance with more food vendors than craft vendors.

The bales are usually provided by Cllr Ivor Beech. 20-30 needed. As many as possible as there isn't enough seating.

Gazebos: 1 is already available for musicians, Cllr Mike Kermode offered one. Clerk will investigate other options for Gazebos as ideally need three.

Discussion on areas being quiet and some vendors missing out. Will ask Matty Roberts to promote the various areas and what is going on throughout the day.

Power cables needed and some missing from last years event. Clerk will purchase two cables.

Schools have been contacted about the event and being involved but no response. Cllr Jackie Burnham will chase up. Safeguarding will need to be considered and reviewed if the school children are going to be involved and performing.

There will be a Mayor's welcome at 12pm and a thank you at the end.

Volunteers: Need more volunteers – need at least seven more volunteers. Currently eight volunteers. Clerk will email all councillors to request their assistance.

Community centre will be open from 6.30am.

Playlist for the day needed. Will be drawn up and shared on social media.

Clerk will buy boards to promote the events – will be used for various festivals and events going forward.

6. VE Day 8 May and VJ Day 15 August

VE Day: Cllr Reg Davies will toll the bells at 8am. Special short service at St Marys will be at 9pm for 20 minutes and then the mayor will light the beacon at 9.30pm. Refreshments after the lighting of the beacon. Posters created and out to promote the event.

The Community Centre 40s event on the Saturday prior. 50 tickets sold so far. To hold between 50-60. So more or less at capacity. Event planning going well.

Funding applied for to assist.

Shop display competition. Cllr Mike Elgin Propose cash prize for the best window. £80 for the best window. Will be judged on 8 May – on the way to the church by the Town Council.

Cllr Jackie Burham declared interest. Scarecrow Competition for locals: VJ Day theme for scarecrows. Hopefully will be supported by allotments. £80 prize. **Resolved.**

7. Summer Event 2 August

Inflatables provisionally booked: £600 for three inflatables, two staff, and to use the allotments electric. Allotments agreed and the and town council will pay. Committee asked for a quote for an extra inflatable and 2 extra staff.

Peak Marquees booked.

Entertainment 11am-5pm, band will play and had someone offer to do a Bollywood dancing display. Morgan will invite Rhyl Raptors Wheelchair Basketball Club - invite to do a display and promote their club. Shea will also contact the Parrot Rescue and Welsh Mountain Zoo for Birds of Prey rescue. Hedge laying – Cllr Mike Kermode will invite again.

When promoting, will highlight can bring own food and drinks etc.

Will promote a month before the event.

8. Twinning Update

All going well. Cllr Arwel Roberts is currently in Carlow to encourage the Friendship between the towns.

9. Consider any new applications for support

No new applications.

Cllr. Mike Kermode informed the Committee about an event being run by Rhuddlan Dementia Group at Rhuddlan Bowls Club on Sunday 25th May as part of Dementia Action week and because he is the Secretary of Rhuddlan Dementia Group, he made a declaration of personal interest. The event is aimed providing a taster session very much aimed at

people living with dementia and their families and carers, although it will be open for other people to attend. It will be supported by members of the Bowling Club and tea/coffee and biscuits/cakes will be provided. He asked if the Events Committee could support the event. It was agreed to support the refreshments for the event at the maximum sum of £50.

10. **Agree the date of the next meeting:** Tuesday 3 June 2025.

Signed M. G. McNamee Date 22/04/25

