

**Minutes of the meeting of the Events & Community Projects Committee of Cwmbran Community Council held on Monday 15 November 2021 at 6.00 pm.**

**Venue: The meeting was held remotely and at the Council House, Ventnor Road, Cwmbran NP44 3JY in accordance with the Local Government and Elections (Wales) Act 2021**

The recommendations below will be submitted to the Council Meeting to be held on 15 December 2021.

These minutes are subject to confirmation at the meeting of the committee to be held on 10 January 2022.

**Present:** Councillors M Day (Chair), Councillors SWJ Ashley, AL Bird, SJ Brooks, LJ Chaney, LG Johnston, M Villars and WJ Walker

Also Councillor RD Kemp

*(Councillors LJ Chaney, RD Kemp and M Villars participated in the meeting via remote means)*

Also David Collins (Clerk to the Council) and Clare Facey (Administration Officer.)

**Absent:** Councillors RhM Bennett, JS Davenne, M Johnston, KK Manneh, LM Ryan and LE Williams

*(No Public Participation Session was held at this meeting)*

**ECP21/001 Apologies for Absence**

Apologies for absence were accepted from Councillors KK Manneh (personal) and LE Williams (personal).

**ECP21/002 Members' Declarations of Interest**

Members were asked to declare any personal and/or prejudicial interests that they may have and sign the Interests Sheet to give details of the nature of the interest.

**ECP21/003 Membership**

Members noted the membership and terms of reference of the committee, which had been approved at Annual Council on 19 May 2021.

It was **recommended** that: the information is noted.

**ECP21/004 "A Look Behind the Curtain – Running Successful Events in 2021"**

Members considered a report about a training event attended by the Council's Administration Officer. The training had included important lessons about running community events, including arrangements in relation to Covid-19. Members were reassured by the information provided and considered that the Council was taking adequate steps to ensure that its events took place safely.

It was **recommended** that

- (1) the information is noted.
- (2) details of issues raised at the seminar are shared with the Council's partners and referred to on the Council's website and Residents Handbook

**ECP21/005 Remembrance Sunday 11 and 14 November 2021**

The Council's commemoration of Remembrance this year had included the unveiling of a wreath at the Clock Tower (Council House) at 11.00 am on 11 November 2021. 10 Members had attended along with some members of the public.

Several Members also attended local Remembrance commemorations, including a parade held in Old Cwmbran. The Deputy Lord Lieutenant had laid a wreath at Cwmbran Park on behalf HM The Queen .

The Chairman of the Council and others also laid wreaths at Cwmbran Park as part of a wider Service of Remembrance. He also joined other Members and guests at a service held at St Gabriel's Church. The Vice Chairman laid a wreath at Pontnewydd.

The Clerk described some of the publicity arrangements put in place in advance of the various activities.

The Chairman of the Council paid tribute to the various partners who had come together to help stage these important events successfully.

Discussion with key partners would ensure that future events also took place safely and successfully.

Members who had attended the service and parade at Pontnewydd described those arrangements. Councillor Kemp addressed the meeting and provided additional feedback on the arrangements at Pontnewydd.

It was **recommended** that

- (1) the success of the above arrangements is noted.
- (2) the observations of Councillor Kemp in relation to Pontnewydd are noted and referred to the Royal British Legion.

**ECP21/006 Provisional Programme of Events**

Members considered the following programme of events.

Event	Date	Time	Venue
Christmas Tree Lighting Ceremonies at (a) Pontnewydd and (b) The Council House	(a) 1 December 2021 (b) 3 December 2021	6.00 pm	(a) Pontnewydd (Ladywell)  (b) The Council House
<i>Local Government Act 1972, s.144</i>			

<b>Budget £6,000 (L09)</b>			
Schools Eco Quiz (Environment, Sustainability & Planning Committee)  Environment (Wales) Act 2016: <b>Budget £800 (N09) with donation from Knauf</b>	3 February 2022	6.00 pm	The Congress Theatre
Celebration of Cwmbran and its Communities  <i>Local Government Act 1972, s.137</i>  <b>Budget £3,500 (L11)</b>	TBC	7 pm for 7.30 pm	Greenmeadow Golf Club
Primary Schools Choral Festival  <i>Local Government Act 1972, s. 145</i>  <b>Budget £4,000 (L04)</b>	22, 23, 24 March 2022	6.00 pm & 7.00 pm	The Congress Theatre

It was anticipated that a graveside service would also take place in January 2022 to commemorate the life of John Williams (Fielding) VC. This was an event which the Council had traditionally supported in the past.

Members discussed the potential to raise awareness of the tree lighting ceremonies amongst local schools and businesses, provided health & safety was ensured. The Administration Officer confirmed some of the arrangements put in place to raise awareness of the events and arrangements for other events.

It was **recommended** that

- (1) the above arrangements are approved, pending more detailed reports.
- (2) the Administration Officer is authorised to contact local schools to begin preparing for forthcoming events, taking into account their availability.
- (3) the Council considers that the above expenditure in relation to s.137 Local Government Act 1982 benefits all or some of the inhabitants of the area and is commensurate with the benefit achieved.
- (4) where necessary, further reports are submitted.

Signed.....  
(Chair, Events & Community Projects Committee)