

**Minutes of a Meeting of the Events & Community Projects Committee of Cwmbran Community Council held on Monday 2 September 2019 at 6.00pm in the Council Chamber, Cwmbran Community Council, Ventnor Road, Cwmbran NP44 3JY**

**Present** Councillors M Day (Chair), Councillors SWJ Ashley, RhM Bennett, AL Bird, SJ Brooks, PJ Cathcart, M Johnston, RD Kemp, LM Ryan, M Villars, WJ Walker and LE Williams

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

**Absent** Councillors JS Davenne, LG Johnston

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

**ECP19/013 Apologies for Absence**

Apologies for absence were accepted from Councillor JS Davenne (holiday)

**ECP19/014 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.

**ECP19/015 Pride Celebration 23 August 2019**

Members noted that the Chairman of the Council had hosted a simple ceremony at which the Rainbow Flag was hoisted at the Council House on the above date.

The Chairman of the Council reported that the event had been attended by members of the Council and supported by staff. Others in attendance included the MP for Torfaen, representatives of Torfaen County Borough Council, Pontypool Community Council, Croesyceiliog & Llanyrafon and the LGBT community.

The event had featured on social media, helping to portray a positive image of the Council and its support for minorities. No costs were incurred in relation to the event, the flag having been personally donated by the Chairman. Voluntary donations to the Chairman's charities were encouraged at the event. Other Members who had been present echoed the Chairman's positive comments

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

**ECP19/016 Cwmbran Big Event 8 June 2019**

(All Members of the Council were invited to attend the meeting in relation to this item.)

Members considered a detailed report, which reviewed the success of the above event. The report described the "journey" undertaken by the Council in preparing for and delivering the event. The report included testimonials & statistics which demonstrated the success of the event in terms of community engagement. The report also included feedback from the public and references to the many partners who had worked with the Council to help stage the event.

It was **recommended** that the success of the Big Event is noted.

*(Members continued their review of the Big Event under item ECP19/018 below)*

**ECP19/017 Exclusion of the Press & Public**

In view of the confidential nature of the business to be transacted, it was **recommended** that the following matter be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

**ECP19/018 Cwmbran Big Event 8 June 2019: Income, Expenditure & Staffing**

(All Members of the Council were invited to attend the meeting in relation to this item.)

Members considered a detailed analysis of income & expenditure associated with the above event.

Issues raised by Members included:

- Hire of Cwmbran Boating Lake. Members expressed concern that the Council had not been made aware that Torfaen County Borough Council would be likely to charge for use of the site.
- Comparison of costs against 2018 expenditure, including items for which no charge had been indicated previously by Torfaen County Borough Council, such as insurance.
- The potential to offset costs against other items/recharging options.
- Costs of providing topsoil to repair damaged ground.
- Costs incurred by Vibe Creative and Blitz Media.
- Stall hire costs.
- Costs incurred for other similar, local costs.

The Administrative Officer provided explanations in relation to the above matters and elaborated on the financial information which had been distributed to Members.

It was **recommended** that:

- (1) The success of the 2019 Big Event, delivered by Cwmbran Community Council, in partnership with the community as a whole, is acknowledged and welcomed.
- (2) In particular, the success of the Big Event in contributing to the development and strengthening of community relations is recognised.
- (3) The contribution of Members & Officers to the success of the event is acknowledged by the Council.
- (4) A decision is taken, in principle, to deliver the 2020 Big Event on Saturday 13 June 2020, along similar operating lines to the 2019 event.

- (5) The shortfall of income against expenditure from the 2019 Cwmbran Big Event is met from Earmarked Reserves.
- (6) A further detailed report is submitted to a future meeting on potential costs and procurement issues associated with the 2020 Big Event.
- (7) The Clerk is instructed to seek further clarification from Torfaen County Borough Council about the decision to charge for the use of the site on the day of the above event.

#### **ECP19/019 Cwmbran New Town 70<sup>th</sup> Anniversary Celebrations (“Cwmbran @ 70”)**

The Clerk described a series of initiatives being put in place to commemorate the 70<sup>th</sup> anniversary of the designation of Cwmbran as the first New Town in Wales on 4 November 2019.

The Council had taken several opportunities to highlight the anniversary, including articles on line and social media features. The anniversary had also featured prominently in the most recent Council “Residents Handbook” and been highlighted at various Council events. These measures had all been put in place within existing resources.

Members noted a series of other events taking place within the community which would help to commemorate the anniversary. The Clerk referred to the “TimeBubble” project to commemorate Cwmbran’s 70<sup>th</sup> Anniversary, which was now approaching its final stages. The project aimed to celebrate the 70<sup>th</sup> anniversary through the eyes and experiences of local people. It was now drawing to a conclusion with the production of a book due to be published at the end of the year and an exhibition of the stories, photos and information. The Council had loaned some items for the exhibition. A website would also feature information, photographs and stories. Other associated activities included an event on 2 November 2019 to showcase the stories and information put together by the members of the TimeBubble project.

Cwmbran Centre was also staging a celebration of 60 years of the town centre in December 2019. TimeBubble had been offered the opportunity to use one of the empty shop units to display the exhibition

On 8 September 2019, the Greenmeadow Horticultural & Craft Show would include a competition to create a decorated cake to celebrate the anniversary. ‘Time Bubble’ would also be present at the show to help raise awareness of the anniversary celebrations and explain how the public could become involved. Members also noted that the Clerk was investigating other potential opportunities to commemorate the anniversary. These included a possible feature on BBC Radio Wales “Town of the Week”, involvement in a fireworks celebration at Cwmbran Stadium on 2 November 2019 being run by Torfaen Leisure Trust and dialogue with the Cwmbran Life website organisers. The Clerk also suggested that it might be possible to identify a local resident who had been born on 4 November 1949 to help with the commemorations. Members supported this initiative.

Members also discussed the potential to plant trees at a series of locations to help commemorate the anniversary. This was an initiative whereby Members could work with partners to facilitate and co-ordinate the tree planting rather than incur considerable expenditure on the part of the Council itself. Members discussed potential sites for the tree planting, including the Council’s own premises.

Finally, the Clerk referred to discussions held with Mossfords about their generous offer to fund a commemorative plaque at the Council House (Minute ECP19/012 refers)

It was **recommended** that

- (1) the above information is noted.
- (2) Councillor SWJ Ashley is requested to prepare a detailed report for Members on opportunities to plant trees locally to commemorate the anniversary.
- (3) the offer from Mossfords to fund a plaque to commemorate the anniversary is welcomed and accepted.

### **ECP 19/020 Provisional Programme of Events**

Members considered a provisional programme of events for 2019/20.

Members noted that the Council would hold a simple ceremony to commemorate Merchant Navy Day on 3 September 2019.

The Administrative Officer described proposed arrangements, fees and pricing structures in relation to the forthcoming Senior Schools Festival on 10 October 2019 at the Congress Theatre. The arrangements would follow the usual format of previous years, including fees paid to schools.

Members noted that the overall arrangements for the Remembrance Sunday Parade on 10 November 2019 would follow the format of 2018. Discussions were ongoing in relation to the availability of a marching band due to the unavailability of some members of the Salvation Army. Members suggested other potential options for musicians to march with the parade. The Salvation Army had confirmed that musicians would be available to attend the Act of Remembrance at Cwmbran Park.

It was **recommended** that

- (1) the above information is noted.
- (2) the arrangements reported in relation to the Senior Schools Festival are endorsed. (£2 entry for audience members; £125 to participating schools and £75 to Rev Harald Thomas to act as "MC.")

*Signed*.....  
(Chair, Cwmbran Community Council)