

23rd September 2022

COMMITTEE SUMMONS

TO: MEMBERS OF THE EVENTS AND PUBLIC ENGAGEMENT COMMITTEE

YOU ARE SUMMONED to a **VIRTUAL MEETING** of the **EVENTS AND PUBLIC ENGAGEMENT COMMITTEE** of Llantrisant Community Council to be held on Wednesday 5th October 2022 at 6.30pm.

The Agenda for the meeting is attached.

The meeting will be conducted solely online pursuant to the Local Government and Elections (Wales) Act 2021.

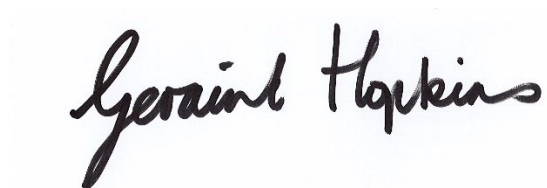
Please join the meeting using the following link or Meeting ID:

<https://us06web.zoom.us/j/81306302465>

Meeting ID: 813 0630 2465

I should be grateful if you would confirm your attendance.

Yours faithfully,

A handwritten signature in black ink that reads "Geraint Hopkins". The signature is written in a cursive style with a large, stylized 'G' and 'H'.

MR. G. E. HOPKINS J.P.

CLERK

LLANTRISANT COMMUNITY COUNCIL
A VIRTUAL MEETING OF THE
EVENTS AND PUBLIC ENGAGEMENT COMMITTEE
TO BE HELD ON WEDNESDAY 5TH OCTOBER 2022 AT 6.30PM

AGENDA

Item		Page
1. Apologies for absence	To receive any apologies of absence from Members.	
2. Declarations of Interest	To receive disclosures of personal interest from Members in accordance with the Code of Conduct.	
3. Minutes of the Previous Meeting	To note Minutes of the Events Committee held on 26 th July 2022 as reported and received by the full Council meeting held on 13 th September 2022.	3 to 4
4. Events Schedule 2022-23	To receive any updates for planned events and consider further action required.	5 to 7
5. S Goodall Memorial Tree	To consider actions required to organise an unveiling event for local residents and representatives from Ty Hafan.	
6. Community Plan	To consider the way forward for the Community Council Community Plan.	
7. Urgent Business	To consider any matters which the Chair has deemed reasonably to be urgent.	

MR G. E. HOPKINS J.P.

CLERK

LLANTRISANT COMMUNITY COUNCIL

MINUTES OF A VIRTUAL MEETING OF THE EVENTS AND PUBLIC ENGAGEMENT COMMITTEE

HELD VIA ZOOM ON MONDAY 25TH JULY 2022 AT 6.30PM

Present

Cllr Anne Callow (Vice Chair)

Cllr Mal Davies

Cllr Lynne Murdoch

Cllr Dr Catherine Preston

Cllr Adam Robinson

Cllr Carys Romney

Cllr Ellie Townsend Jones

In Attendance

The Clerk to the Council (Mr Geraint Hopkins JP)

The Responsible Financial Officer (Mrs Alison Jenkins)

Cllr A. Callow in the Chair

EC/22-23/6 Apologies for absence

Apologies were received from Cllr Julie Barton.

EC/22-23/7 Declarations of Interest

Cllr Romney declared that she was an active member of Litter-Free Beddau and Tynant.

EC/22-23/8 Minutes of the Previous Meeting

The Minutes of the meeting of the Events and Public Engagement Committee held on 21st June 2022 were approved.

EC/22-23/9 Events Schedule 2022 – 23

The Clerk and Deputy Clerk took Members through the updated Events Schedule for 2022-23, which was noted.

EC/22-23/10 S Goodhall Memorial Tree

It was noted that a tree had been planted at the Memorial Gardens, Beddau, and a commemorative plaque ordered to commemorate the life of Suzanne Goodall MBE. Members **agreed** that a suitable date be found with representatives of Ty Hafan to unveil the plaque.

EC/22-23/11 Time Capsule Project

Further to discussion, it was agreed that a project to create and bury time capsules throughout the community be approved in principal, and that a working group be established from Members of the Council to discuss particulars with a view to making recommendations to the Council.

EC/22-23/12 Community Council Website

Following discussion of issues tabled in a note by Cllr Ellie Townsend Jones, the feeling of the meeting was that more could be done in terms of the Council's social media presence, including more frequent posting, the celebration of day-to-day achievements in the community, and by establishing an Instagram account which could be linked to the existing Facebook and Twitter accounts.

Furthermore, it was agreed that some further work could be done to the Council's website, including fresher photographs, livelier text, and the proof reading of text to eliminate typing errors. It was **agreed** that the Clerk would liaise with the webhosts, Function28, to explore ways in which the website could be improved.

EC/22-23/13 Community Plan

It was agreed in principle that the Council should write a Community Plan and that it should be done in light of a programme of public consultation. The Clerk would report to a future meeting with an outline of such a plan, and a draft programme for engaging the public.

There being no further business the meeting was ended.

CLLR JULIE BARTON
CHAIR

MRS ALISON JENKINS
DEPUTY CLERK

LLANTRISANT COMMUNITY COUNCIL

EVENTS AND PUBLIC ENGAGEMENT COMMITTEE

EVENTS SCHEDULE 2022-2023

Date	Time	Event	Partnership Organisations	
4 th Sep	12.30 to 5pm	Tynant and Beddau Community Fair	Litter Free Beddau & Tynant	Rides and Bouncy Castles Booked. Requests for stage, St Johns sent. Community Groups emailed.
13 th Nov	AM	Remembrance Sunday – LLANTRISANT	Llantrisant War Memorial Trust	Cllr Robinson to liaise with War Memorial Trust.
13 th Nov	AM	Remembrance Sunday – BEDDAU/TYNANT		Local ward members to try and establish a community group to organise service. The Clerk has spoken to the Parish Secretary – unfortunately the service at St Michaels is at 9am and the Vicar and Curate have 12 churches to cover so will be in a different community by 11am.
3 rd Dec	TBC	Beddau and Tynant Christmas Event	BaTCL, Litter Free Beddau & Tynant	Has anyone booked the Welfare Hall? Do we need to be booking anything now? Gills Amusements are not available.

9 th to 11 th Dec	10am to 5pm	Llantrisant Christmas Tree Festival	Parish Church	Community council to provide physical support for preparing the church and clearing up afterwards.
10 th Dec	5pm	Carols around the Christmas Tree, Bullring	Llantrisant MVC	Craft stalls in the Guild Hall and Parish Hall to make lanterns ready for a lantern parade to start the event. Male Voice Choir attending. Guild Hall Santa attending.
10 th Dec	10am to 5pm	Stalls/activities in the hall at the Workingmen's Club		Working Men's Club have confirmed we can use the hall, but it must be clear by 6pm. Proposed a mix of activities and craft stalls. Possible location for Snow Globe or Bouncy Castle.
10 th Dec	10am to 5pm	Activities on the Castle Green		Father Christmas will be located in the Guild Hall. Gills Amusements to confirm availability, and other rides/activities to be booked via grant funding.
		Find a location and install the Jubilee Beacon for public display.		
JANUARY 2023		Planning meeting for Horticultural Show		New committee needs to be formed early to ensure a show takes place in August 2023
SPRING 2023		Community Network Event (Previously Grant Award Evening)		Members to consider suggestions for an event to allow local groups to Network.

27 th Feb to 6 th March		St David's Day Flags		Flags to be purchased, installed in Christmas Tree Holders and flown for the week of St David's Day. Cost for 70 flags is £270 we already have the poles to attach them to.
?		The Coronation?	?	?