

**CYNGOR CYMUNED LLANTRISANT
LLANTRISANT COMMUNITY COUNCIL**

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15th May 2024

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
TUESDAY 21ST MAY 2024 at 6.30pm.

The Agenda for the meeting is attached.

Please note that this meeting is being held online only pursuant to the Local Government and Elections (Wales) Act 2021. Please join the meeting using the following Zoom link or Meeting ID:

<https://us06web.zoom.us/j/84495477053>

Meeting ID: 844 9547 7053

I should be grateful if you would confirm your attendance.

Yours faithfully,

MR. G. E. HOPKINS J.P.

CLERK

LLANTRISANT COMMUNITY COUNCIL
A VIRTUAL MEETING OF THE
EVENTS AND PUBLIC ENGAGEMENT COMMITTEE
TO BE HELD ONLINE VIA ZOOM ON TUESDAY 21st MAY 2024 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 the Minutes of the Events and Public Engagement Committee held on 5 th March 2024, which were received and any recommendations therein considered by the Council on 12 th May 2024.	4 to 6
4. Beating the Bounds 2024 (i) To receive an update from the Clerk on the Town Trust's event. (ii) To agree on the form of the Council's presence at the event.	
5. D-Day 80th Anniversary Commemoration To agree the format of services to mark the 80 th Anniversary of D Day on 6 th June 2024.	
6. VE Day 80th Anniversary 2025 To consider whether the Council would wish to mark the 80 th Anniversary of VE Day in 2025.	
7. Review of Council Notice Boards Further to resolution by the Council on 13 th February (MINUTE FC/23-24/94) to consider the findings of an inspection of the Council's notice boards in the community carried out by Cllrs Barton and Townsend Jones.	
8. Public Engagement The Chair to introduce a discussion on improving the way the Council raises its profile.	
9. Dean Powell Memorial To consider a referral from the Council for the Committee to discuss ways the Council might wish to commemorate the life and work of Dean Powell.	

10. Events and Public Engagement Schedule 2024

To note and consider by exception only the updated Events Schedule 7 to 10 for 2023 and any further action required.

11. Date of Next Meeting

To agree the date of the next meeting of the Committee.

12. Urgent Business

To consider any matters which the Chair has deemed reasonably to be urgent.

MR G. E. HOPKINS JP
CLERK TO THE COUNCIL

LLANTRISANT COMMUNITY COUNCIL

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

HELD ONLINE ON TUESDAY 5TH MARCH 2024 AT 6.30PM

Present

Cllr Ellie Townsend Jones (Chair)

Cllr Anne Callow

Cllr Mal Davies

Cllr Lynne Murdoch

Cllr David Myles

Cllr Dr Catherine Preston

Cllr Carys Romney

In Attendance

Cllr Adam Robinson

The Clerk to the Council (Mr Geraint Hopkins JP)

Events and Public Engagement Officer (Ms Stephanie Todd)

EC/23-24/27 Apologies for absence

There were apologies for absence from Cllr Julie Barton.

EC/23-24/28 Declarations of Interest

No relevant declarations of interest were made.

EC/23-24/29 Minutes of the Previous Meeting

The Minutes of the meeting of the Events and Public Engagement Committee held on 16th January 2024, which full Council had received and the recommendations therein considered on 13th February 2024, were approved as a true record.

EC/23-24/30 Council Website Ad Hoc Group

It was **noted** that the Task and Finish Group had been established to look at the Council website, the membership of which consisted of Cllrs. E. Townsend Jones, M. Davies, A. Robinson, and C. Romney.

EC/23-24/31 Beating the Bounds 2024

- (i) The Clerk reported that following discussions with the Town Trust, the Community Council would assist with certain preparations for the Beating the Bounds event, including work to make points along the route more accessible for the public, setting up stands, etc. Caerlan Hall was available for the emergency services as a base for the weekend.
- (ii) The Committee **agreed** that the Community Council should have a stall at the event, and members would consider the nature of that stall by the next meeting.
- (iii) The Clerk reported that the Llantrisant Town Trust had acknowledged with gratitude the £10,000 contribution to the event.

EC/23-24/32 National Eisteddfod 2024

- (i) The Clerk reported that to date he had not received any information from the National Eisteddfod on the offer to sponsor the Dysgwr y Flwyddyn prize.
- (ii) It was **agreed** that the Welsh flags should be flown throughout the community during the Eisteddfod.
- (iii) It was **agreed** to consider by the next meeting any other ways the Council could celebrate the Eisteddfod being held locally.

EC/23-24/33 D-Day 80 Commemorations

- (i) It was **agreed** to commemorate the 80th Anniversary of D-Day on 6th June with a ceremonial laying of wreaths at the Beddau Memorial Garden and Llantrisant War Memorial by the Chair and Vice-Chair of the Council.
- (ii) It was further **agreed** to purchase two D-Day flags from the national organisers of the commemorations to be flown in Llantrisant and Beddau.

EC/23-24/34 Review of Council Notice Boards

The Chair reported that this review was not yet complete and it was **agreed** to defer the matter to the next meeting.

EC/23-24/35 Events and Public Engagement Schedule 2024

The Events and Public Engagement Schedule for 2024 was noted with the following information added:-

- (i) The Talbot Green Community Fair would be held on 14th July 2024;
- (ii) The publicity for the Christmas Window Dressing Competition would be published in October 2024.
- (iii) The Consultation on the Community Council Plan would begin within two months.

- (iv) The Llantrisant Parish Church Christmas Tree Festival would be on 6th to 8th December, and it was agreed that the Christmas on the Hilltop event should be held on the same weekend.

EC/23-24/36 **Voter ID**

Being aware of the new legislation which required electors to present photographic identification in order to vote in UK parliamentary elections, the Committee **agreed** that the Council should provide information to the public explaining the new arrangements and directing them to government guidance for applying for a “Voter Authority Certificate”.

EC/23-24/37 **Memorial Tree for the late Queen Elizabeth II**

The Clerk reported that, in accordance with the guidelines under Operation London Bridge, the flowers laid by the public in 2023 in memory of the late Queen had been composted to be used in the planting of a tree *in memoriam*. The Committee was asked to consider by the next meeting where the tree ought to be planted.

EC/23-24/38 **Date of Next Meeting**

The date of the next meeting of the Committee was set provisionally for 21st May 2024.

There being no further business the meeting was ended at 7.35pm

CLLR ELLIE TOWNSEND JONES
COMMITTEE CHAIR

LLANTRISANT COMMUNITY COUNCIL
EVENTS AND PUBLIC ENGAGEMENT COMMITTEE 21ST MAY 2024
EVENTS SCHEDULE 2024

This document is updated regularly; past events are removed and new/potential events added.

Date	Event	Partnership Organisations	Remarks / Recommendations
	Find a location and install the Jubilee Beacon for public display.		The recommendation by the Committee to full Council is for the Beacon to be installed at the entrance to Caerlan Hall in the Car Park. General Maintenance Staff suggest keeping it on the Castle Green at a different location.
	Public Consultation on Community Council Plan		Whiteboxes Ltd. are in the process of discussing with the Clerk and Events and Public Engagement Officer the format of the document.
6 th June	80th Anniversary of D Day	?	Two short ceremonies at Beddau Memorial Gardens and the Bullring, Llantrisant to be led by Chair/Vice Chair. Two special D-Day flags have been purchased to be flown from the Beddau Memorial Garden and the Parish Office. Union Flag to be flown on the Bullring. Cllr Holmes has agreed to get the flagpole installed for that week.

7 th to 9 th June	Beating the Bounds	Llantrisant Town Trust (LEAD)	Welsh and French flags to be put up in the old town a week before. Union flag (for D-Day) will be up for the week anyway. Work to be done on fence at Gwern y Moel Farm, but we need to check with the land owner. Council stall/gazebos on day to be erected and dismantled. Volunteers/staff required to man the stall during the day.
	Time Capsule	Schools	Cllr Townsend Jones to report back.
June/July	Allotments Competition 2024	Allotments	Competition to proceed as in 2023.
11 th August	Community Horticultural Show	Show Committee	Convene meeting of 2023 stakeholders to determine way forward for 2024.
18 th August	Talbot Green Community Fair	Greener Llantrisant and Talbot Green	Await details from the lead organisation (GLI&TB.)
1 st September	Tynant and Beddau Community Fair	LFB&T, Beddau Library, Beddau and Tynant Groups	Await details from the lead organisation (LFB&T)

12 th Nov	Remembrance Sunday	Llantrisant War Memorial Committee, Church representatives, Royal British Legion	Bedday/Tynant event to be organised as in 2023. Ensure Royal British Legion are involved. Llantrisant Community Council carried out some functions on behalf of the <u>Llantrisant War Memorial Committee</u> last year, including writing to dignitaries and community groups, and producing the Order of Service. Service on the day organised by LIVMC and church representatives. Suggest repeat.
	Christmas Lights	RCT Centregreat	Clerk due to have early meeting with Centregreat about 2024 decorations.
29 th Nov	Beddau/Tynant Christmas Event	Beddau Library, LFB&TN (Who is the Lead?)	Await requests for assistance from local organisers.
6 th to 8 th December	“Christmas on the Hilltop” 2024	RCTCBC, Guildhall, Churches, Workingsmens Club, Model House other Groups (LCC Lead)	Await offer from RCT. Last year’s format v. successful. Suggest substantial repeat.

	Talbot Green Christmas event	Greener Llantrisant and Talbot Green	Await date and requests for assistance from local organisers.
December 2024	Christmas Window Dressing Competition	Businesses	First prize: £100 to the charity of the winning business' choice. Publicity to go out in October.
December 2024	Schools Christmas Tree Competition	Schools	Continue long-running arrangements with schools. £200 first prize; £75 for two runners up, to the school PTAs.

**MR G. E. HOPKINS J.P.
CLERK**