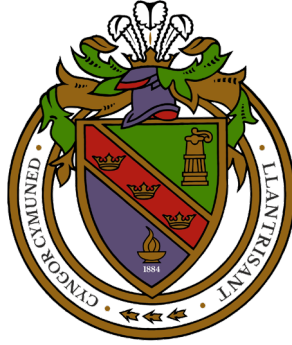


CYNGOR CYMUNED LLANTRISANT LLANTRISANT COMMUNITY COUNCIL

Parish Office
Newbridge Road
Llantrisant
CF72 8EX

01443 223796
office@llantrisant-cc.gov.wales
Clerk: Mr G E Hopkins JP BA(Hons)



Swyddfa'r Plwyf
Heol Pontnewydd
Llantrisant
CF72 8EX

01443 223796
office@llantrisant-cc.gov.wales
Clerc: Mr G E Hopkins JP BA(Hons)

20th June 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 25TH JUNE 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/88515398748>

Meeting ID: 885 1539 8748

I should be grateful if you would confirm your attendance.

Yours faithfully,

A handwritten signature in black ink that reads 'Geraint Hopkins'.

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 25TH JUNE 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 21 st May 2024, which were received and any recommendations therein considered by the Council on 11 th June 2024.	3 to 5
4. Committee Membership To note that Cllr Anne Callow has resigned from the Committee.	
5. Pro Forma for Council-Supported Community Events To note the Pro Forma produced by the Clerk, which has been sent to community groups who have notified the Council they may wish its assistance in running certain community events.	
6. VE Day 80th Anniversary 2025 To consider how the Council would wish to mark the 80 th Anniversary of VE Day in 2025. DATE	
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. 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.	
9. Events and Public Engagement Schedule 2024 To note and consider <u>by exception only</u> the updated Events Schedule for 2023 and any further action required.	6 to 9

10. Date of Next Meeting

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

11. 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 21st MAY 2024 AT 6.30PM

Present

Cllr Ellie Townsend Jones (Chair)

Cllr Julie Barton

Cllr Anne Callow

Cllr Dr Catherine Preston

Cllr Adam Robinson

In Attendance

The Clerk to the Council (Mr Geraint Hopkins JP)

The Deputy Clerk and Responsible Financial Officer (Mrs Alison Jenkins)

EC/24-25/01 Apologies for absence

There were apologies for absence from Cllrs David Brown, Lynne Murdoch, David Myles and Carys Romney.

EC/24-25/02 Declarations of Interest

No relevant declarations of interest were made.

EC/24-25/03 Minutes of the Previous Meeting

The Minutes of the meeting of the Events and Public Engagement Committee held on 5th March 2024, which had been received by full Council on 9th April 2024, were approved as a true record.

EC/24-25/04 Eisteddfod Genedlaethol 2024

- (i) The Committee **agreed** to offer sponsorship of the first prize for the Tlws Cymdeithas Ddawns Werin Cymru competition at the National Eisteddfod to be held in Pontypridd in August 2024.
- (ii) The Committee further **agreed** to run an Eisteddfod-themed window dressing competition for all businesses in the community, to be judged during Eisteddfod week. The first prize would be £100, with two runner up prizes of £50, to the charity of the winning businesses' choice.

EC/24-25/05 **Beating the Bounds 2024**

- (i) The Clerk reported that following discussions with the Town Trust, the Community Council had been assisting 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 had previously **agreed** that the Community Council should have a stall at the event, which would include craft activities for children. Volunteers would be sought from the membership of the Council to staff the stall throughout the day.
- (iii) Some concern was expressed by members that publicity for the event by the Llantrisant Town Trust was somewhat late coming out, and there was still some uncertainty as to the full schedule of events across the weekend. The Clerk agreed to liaise with the Town Trust to arrange a post-event debrief meeting to discuss a range of matters relating to the event.

EC/24-25/06 **D-Day 80th Anniversary Commemoration**

- (i) The Committee agreed that there would be two short services held at Llantrisant War Memorial (10am) and the Memorial Gardens, Beddau (11am) to commemorate the 80th Anniversary of D-Day on Thursday 6th June 2024.
- (ii) Special “D-Day 80” flags had been purchased by the Community Council for flying at the Parish Office and the Memorial Gardens during the week, and Cllr Glynne Holmes had agreed to arrange the erection of the flag pole on the Bullring for the purposes of flying the Union Flag there throughout the week.

EC/24-25/07 **VE Day 80th Anniversary Celebrations**

- (i) It was **agreed** to commemorate the 80th Anniversary of VE Day on 8th May 2025.
- (ii) Members **agreed** to consider what might be suitable ways to mark this occasion in time for a discussion at a future meeting of the Committee.

EC/24-25/08 **Review of Council Notice Boards**

- (i) The Clerk reported that some of the Council’s notice boards had been cleaned and brought up to a good standard, and that Cllrs Barton and Townsend Jones would continue to review them going forward.
- (ii) The Clerk reported that his conversations with High Admit, at the site of the old magistrates court in Talbot Green, had been positive and It was **agreed** to purchase a new Council noticeboard for installation at that site to replace the one on Talbot Road.

EC/24-25/09 **Public Engagement**

It was **agreed** to defer the discussion on improvements to the Council's public engagement to the following meeting.

EC/24-25/10 Dean Powell Memorial

It was **agreed** that Members would consider bringing a proposal for commemorating the life of Dean Powell at the following meeting.

EC/24-25/11 Events and Public Engagement Schedule 2024

- (i) The Events and Public Engagement Schedule for 2024 was noted.
- (ii) Further to a question about Christmas lighting, the Clerk informed members that he was due to meet with Centregreat shortly to discuss options for the 2025 display.

EC/24-25/12 Date of Next Meeting

The date of the next meeting of the Committee would be agreed between the Chair of the Committee and the Clerk, upon which Members would be notified.

There being no further business the meeting was ended at 7.40pm/

**CLLR ELLIE TOWNSEND JONES
COMMITTEE CHAIR**

LLANTRISANT COMMUNITY COUNCIL
EVENTS AND PUBLIC ENGAGEMENT COMMITTEE 25TH JUNE 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 were held at Beddau Memorial Gardens and the Bullring, Llantrisant to be led by Chair/Vice Chair. Two special D-Day flags were flown from the Beddau Memorial Garden and the Parish Office. The Union Flag was flown on the Bullring. In the absence of the usual flagpole, the Council purchased a flagpole for this purpose.

7 th to 9 th June	Beating the Bounds	Llantrisant Town Trust (LEAD)	Welsh and French flags were flown in the old town a week before and during the weekend. The Crecy visitors really appreciated this. The Community Council gazebos gave the Council good profile on the Castle Green, and the Council's own stand with crafts (making crowns and windmills) for children was extremely busy throughout the whole 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	Horticultural Show steering committee met on 20 th June. Plans underway 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, Workingsmen 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.
March 2025	St David's Day	LL CC	Welsh flags to be flown as usual throughout the community.
8 th May 2025	80th Anniversary of VE Day		The actual day falls on a Thursday.

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