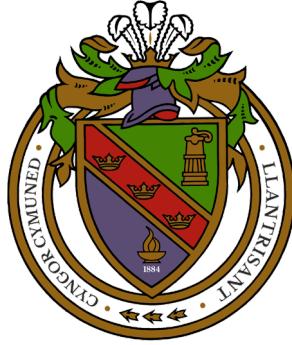


CYNGOR CYMUNED LLANTRISANT LLANTRISANT COMMUNITY COUNCIL

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6th September 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
THURSDAY 12TH SEPTEMBER 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/81310338432>

Meeting ID: 813 1033 8432

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 12TH SEPTEMBER 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 23 rd July 2024, which were received and any recommendations therein considered by the Council on 10 th September 2024.	
4. Pro Forma for Council-Supported Community Events To agree that the Pro Forma for Council-Supported events be amended to request that organisations provide their constitution and most-recent copy of accounts.	
5. VE Day 80th Anniversary 2025 To consider how the Council would wish to mark the 80 th Anniversary of VE Day on Thursday 8 th May 2025.	
6. Events and Public Engagement Schedule 2024 To note and consider <u>by exception only</u> the updated Events Schedule for 2024/25 and any further action required.	
7. Date of Next Meeting To agree the date of the next meeting of the Committee.	
8. 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 23rd JULY 2024 AT 6.30PM

Present

Cllr Ellie Townsend Jones (Chair)

Cllr Adam Robinson

Cllr Julie Barton

Cllr Carys Romney

Cllr Dr Catherine Preston

In Attendance

The Clerk to the Council (Mr Geraint Hopkins JP)

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

EC/24-25/13 Apologies for absence

There were apologies for absence from Cllrs David Brown and David Myles.

EC/24-25/14 Declarations of Interest

No relevant declarations of interest were made.

EC/24-25/15 Minutes of the Previous Meeting

- (i) The Minutes of the meeting of the Events and Public Engagement Committee held on 21st May 2024, which had been received by full Council on 11th June 2024, were approved as a true record.
- (ii) It was noted that the Eisteddfod had been very late in letting the Council know that the offer to sponsor a prize was not accepted, and that alternative prizes suggested had already been taken. Instead, the Committee retrospectively **agreed** to use some of the money set aside for this purpose to buy bunting to supplement the Council's flag displays for the duration of Eisteddfod week.
- (iii) Further to a question, the Clerk reported that the text and photographs were with the designers of the Community Plan consultation.

EC/24-25/16 Committee Membership

It was noted that since its last meeting, Cllrs Anne Callow and Lynne Murdoch had resigned from the Committee.

EC/24-25/17 Requests for Assistance for Community Events

Two requests for assistance had been submitted to the Committee for the Council's assistance with running events, using the new pro forma devised for such purpose:-

- (i) The Committee noted and approved the request in relation to the Beddau and Tynant Community Fayre to be held on 1st September 2024, submitted by Litter Free Beddau and Tynant, and in line with their request, agreed to supply £2,000 from the events budget towards the cost.
- (ii) The Committee noted and approved the request in relation to the Talbot Green Summer Fayre to be held on 18th August 2024 submitted by a new group called Llantrisant and Talbot Green Together.

EC/24-25/18 80th Anniversary of Victory in Europe Day

Noting again that the 80th Anniversary of VE Day would be celebrated on 8th May 2025, the Committee had a discussion about how the Council may wish to mark the occasion.

The following general premises were **agreed**:-

- (i) That, due to the fact the event would be marked on or around the same day, the Council and its logistical resources and support would be deployed at one event only for the whole of the community.
- (ii) Should other local groups wish to run their own events, the Committee could consider making a financial contribution, provided the ideas were submitted well in time for the purposes of budget allocation. There would be no logistical support available to such events.
- (iii) That an approach be made to Litter Free Beddau and Tynant and partners to find out if they would be interested in running the event at the Beddau Community Centre and fields in partnership with the Council.
- (iv) That further discussion on this matter be held at the Committee's next meeting.

EC/24-25/19 Review of Council Notice Boards

It was agreed to recommend to Council the purchase of three new notice boards:-

- (i) to replace the notice board at the Co-op in Penygawsi;
- (ii) at Beddau Community Centre; and
- (iii) at HighAdmit in Talbot Green (replacing the board presently outside Ladbrooks).

- (i) The latest iteration of the Events and Public Engagement Schedule for 2024 was noted, with the following matters given particular attention:-
- (ii) Cllr Townsend Jones reported that the Time Capsule Project was making progress. Schools, the Royal Mint and other organisations were in the process of deciding on their contributions to the contents of the capsule, and letters of invitation had been sent to school leavers at Penygawsi and Llantrisant Primary Schools to the opening of the capsule in 2073. The capsule would be temporarily stored in the parish church in the Autumn until the new peal of bells was installed, likely to be in 2025 upon which the capsule would be placed in the belfry.

Cllr Adam Robinson was concerned that the project had taken too long to progress, and proposed its cancellation. The proposal did not have a seconder and thus fell.
- (iii) The Allotments Competition had taken place on Saturday 20th July.
- (iv) By mutual agreement between stakeholders, including representatives from the allotments sites, the Community Horticultural Show would not be taking place in 2024.
- (v) It was **agreed** that the small lit Christmas trees be restored this year to their positions on the brackets throughout the community.
- (vi) It was **agreed** to accept RCT CBC's offer to run a substantial Christmas event in Llantrisant town in December 2024, which would be supplemented by activities run by the usual partnership between the Community Council, the church, Llantrisant Guildhall and Llantrisant Workingmen's Club.

The date of the next meeting of the Committee was set for 1st October 2024.

There being no further business the meeting was ended at 8.05pm.

**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.		In principle, Council has agreed it would like the Queen's Platinum Jubilee Beacon to be found a permanent location within the community. No suitable location has yet been agreed upon.
	Public Consultation on Community Council Plan		A draft of the document has been sent to the Task and Finish Group ready for recommendation to full Council.
	Time Capsule	Schools	Project making progress.
11 th August	Community Horticultural Show	Show Committee	Horticultural Show steering committee agreed not to hold the show this year due to (i) poor growth due to the weather; and (ii) lack of interest amongst members. The £500 grant provided by the Council for this event has been returned.

18 th August	Talbot Green Community Fair	Greener Llantrisant and Talbot Green	The event took place on 18 th August. Community Council stall was busy all day with children making crafts. The Community Council played a larger role in the event than had been anticipated.
1 st September	Tynant and Beddau Community Fair	LFB&T, Beddau Library, Beddau and Tynant Groups	The event took place as planned. Community Council stall was busy all day with children making crafts. Beddau Community Centre well used in support of the event.
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</u> War Memorial Committee last year, including writing to dignitaries and community groups, and producing the Order of Service. Service on the day organised by LIWMC and church representatives. Suggest repeat.
	Christmas Lights	RCT Centregreat	Clerk has been in discussions with Centregreat about 2024 decorations. Propose returning small Christmas Trees to brackets as per 2022.
29 th Nov	Beddau/Tynant Christmas Event	Beddau Library, LFB&TN	Await Pro Forma for assistance from local organisers.

		(Who is the Lead?)	
1 st Dec	Talbot Green Christmas Event (?)	?	Subject to community request.
6 th to 8 th December	“Christmas on the Hilltop” 2024	RCTCBC, Guildhall, Churches, Workingmens Club, Model House other Groups (LCC Lead)	Rhondda Cynon Taff CBC will be running a significant event on the evening of Friday 6th December, including an Ice Rink and Snow Globe and rides for the children. Llantrisant CC in partnership with other organisations in the Town will run an afternoon of activities on Sat 7th Dec. Suggest budget of £3000. We are aware that Llantrisant RFC are running an afternoon of activities on Sunday 8th Dec. Suggest involvement for “whole weekend” approach to Christmas on the Hilltop.
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		Actual day falls on Thursday. Litter Free Beddau and Tynant have considered our request and do not have the capacity to run a further event in 2025. Committee asked for opinions on alternative,

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MR G. E. HOPKINS J.P.
CLERK