



Fishguard & Goodwick Town Council
Cyngor Tref Abergwaun ac Wdig
Town Hall, Fishguard, Pembrokeshire, SA65 9HE
Neuadd Y Dre, Abergwaun, Sir Benfro SA65 9HE

Clerk/Clerc: Catherine Bannister
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Minutes of the Meeting of the Fishguard and Goodwick
Town Council **Events Committee** held on
Tuesday 27th November 2018 at 7:00pm.
Cllr. Davidson was in the Chair.

Cath. Bannister
Town Clerk/Responsible Financial Officer

Cath

EVENTS MINUTES

65/18 ELECTION OF CHAIRMAN FOR THE EVENTS COMMITTEE: THE CLERK

It was resolved that Cllr. Davidson (was Vice Chair) becomes the new Chair of the Events committee – the post of which is due to the resignation of the previous Chair.

It was proposed that Cllr. Ryan becomes the Vice Chair.

66/18 APOLOGIES FOR ABSENCE: CLLR. DAVIDSON

To record apologies and reasons for absence and to record the names of those Councillors present.

No apologies were received.

Those Cllrs. present were: Cllrs. Stokes, McCarney, Davidson and Ryan

67/18 DECLARATIONS OF INTEREST: CLLR. DAVIDSON

To formally record any personal, political or pecuniary interests that a Town Councillor may have in any of the agenda items listed:

No declarations were declared.

68/18 MINUTES OF THE PREVIOUS MEETING: CLLR. DAVIDSON

To record the previous meetings minutes, held on 27.10.18, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the previous meeting held on 27.10.18, as a true and accurate record of the meeting.

69/18 CLERKS REPORT: TOWN CLERK

The Clerk outlined updates since the last meeting:

No updates since the last meeting

70/18 LIGHT NIGHT: CLLR. DAVIDSON

Dates:

Goodwick 6pm Friday 7th December

Fishguard 5pm Saturday 8th December

Goodwick:

The lists for the two Towns were discussed and revised and updated.
All events now confirmed.

Goodwick:

Task	Who?
Lights installed	Clerk
Switch on – allocating a Town Councillor to each of the street lighting columns on the night	Clerk
Schoolchildren carol singing – 3 or 4 songs	Cllr. Stokes
Goodwick Brass Band	Cllr. Ryan
Santa and Mrs. Santa in their sleigh	Lions and Cllr. Davidson
Mulled wine	Cllr. Stokes
Mince Pies	Cllr. Stokes
Children's sweets	Cllrs. Davidson/Stokes and others

It was resolved that there would be two working groups for making up the children's sweet bags.

Wednesday 2:pm onwards

Thursday: 10:30am onwards

Cllrs. McCarney, Ryan, Stokes and Evans volunteered to assist with this task.

Fishguard

Task	Who?
Lights installed – scheduled for Thursday and Friday	Clerk
Christmas tree lights "power" sourced	Clerk
Switch on – allocating a Town Councillor to each of the street lighting columns. On the night	Clerk
Book Town Hall for Saturday afternoon/evening - confirmed	Clerk
Market Traders – confirmed by Cllr. Davidson	Cllr. Davidson

Cor Abergwaun – times and location confirmed as 5pm in the Town Council Chamber. Rhidian Burge to be advised.	Clerk
Fishguard Musical Theatr Society performing by the Royal Oak	Cllr. Davidson to speak to Cilla
Santa's Grotto – sorted. Cllr. Davidson to liaise with Cilla	Between 3pm and 6pm.Lions
Sweets will be purchased by Cllr. Davidson and are being bagged up on Weds./Thursday by volunteers	Cllrs. Davidson, Stokes and others
Refreshments available in the Town Hall (local charity/community group) - sorted	Goodwick Scouts
Christmas Trail. Town Council donating prizes of: £40 Theatr evening out, Afternoon tea at Jenny Wrens and two boxes of sweeties.	Town Councillors
Library. Launch letters to Santa. Face painting.	Tracey
Goodwick Brass Band	Cllr. Ryan
Children Carol Singing – Holy Name and Ysgol Glannau Gwaun	Cllr. Ryan
Fruit from Total Produce to be collected Friday	Clerk
Sweet Van/Truck and ride for children	Cllr. Davidson
Round Table dressed as Elves and in the crowd	Cllr. Ryan
Fishguard Friendly Faces to mingle and be around	Cllr. Davidson
Ticket system for Santa	Cllr. Pepper

63/18 BUSINESS AND COMMUNITY AWARDS: CLLR. RYAN

The event is scheduled to jointly celebrate the Christmas Lights awards and the Community Business Awards.

Cllr. Davidson explained to the committee, how the event was managed in 2017. Venues were discussed and the Phoenix Centre was the preferred choice – Cllr. Ryan will investigate costs for hiring the venue as a matter of urgency. The Town Council will assist with the cost of light refreshments for the event. The various categories were discussed.

The voting style for the Christmas lights were discussed.

Cllr. Davidson will progress sponsors for the different award categories and report back in the New Year.

Once the details of the venue costs and general financial costs have been identified, the event will be discussed further in the New Year.

It was resolved that the Christmas Lights Awards and the Community Awards ceremony, would become two separate events with the Community Awards

ceremony being scheduled for April. Preparation for this will commence at the January meeting.

It was resolved that Cllr. Ryan will schedule and manage the Christmas lights award ceremony for January 2019.

64/18 WHAT OTHER EVENTS CAN BE SCHEDULED FOR 2019:

What other events can be scheduled for 2019? What should the Town Council be assisting with?

This was discussed and it was suggested that in the New Year, a diary be collated for all upcoming events for 2019, via a wall planner and the events calendar on the Town Council website.

It was also suggested that event organisers, for the bigger events, be invited to attend future Events Committee meetings.

This list will be scheduled in the New Year.

Budgets for events were also discussed and suggestions will be taken into consideration when discussing the precept request for 2019/20

65/18 DATE OF THE NEXT FEW MEETINGS: CLLR. DAVIDSON

All meetings will commence at 7pm on the fourth Tuesday of each month, unless advised otherwise:

10th December 2018

28th January 2019

25th February 2019

25th March 2019

22nd April 2019

There being no further business to discuss, the meeting was closed at 8:25pm