

LEOMINSTER TOWN COUNCIL

COMMUNICATIONS & EVENTS COMMITTEE

Minutes of the Communications & Events Committee meeting held on Tuesday 17th September 2019 commencing at 11:30am in the Stable Gallery, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Rumsey (Chair), Murdoch (Vice-Chair), Smith-Winnard, Sutcliffe and Thomas.

OFFICERS PRESENT: Town Clerk and TIC Manager

CE23/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Williamson.

CE24/19 DECLARATIONS OF INTEREST

There were no declarations of Interest made.

CE25/19 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

CE26/19 QUESTIONS FROM THE PUBLIC

There were no members of the public present. No issues were raised.

CE27/19 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Communications and Events Committee meeting held on 24th July 2019 be agreed and signed as a correct record.

CE28/19 CLERK'S REPORT

Committee noted the following Clerk's report:

(a) **Drop in Surgeries** – Committee noted that Leominster Town Council was working alongside Stonewater, West Mercia Police - Safer Neighbourhood Team, Citizens Advice Bureau (CAB), Leominster Children's Centre, Marches Family Network and other support organisations to provide monthly drop-in surgeries at the Barons Cross Community Centre. These surgeries would be held every month from 1pm until 3pm as follows:

- 18th September 2019
- 16th October 2019
- 13th November 2019
- 11th December 2019

CE19/19 MARKET OFFICER'S REPORT

The Market Officer presented a report updating Committee on the Leominster markets. Following discussion, it was **RESOLVED**

- To note the report;
- To note that volunteers had been requested to support the Victorian Street Market taking place on 14th December 2019;

- To review whether the Farmers Market scheduled for January 2020 should be held due to poor attendance and weather.

CE20/19 TOURIST INFORMATION CENTRE

The Centre report was presented by the TIC Manager, Mrs Ding. Following discussion, it was **RESOLVED:**

- To note the report;
- To note that the production of the Black & White Village Trail leaflet was progressing;
- To note that the Tourism Association had now set up a new bank account.

The Committee formally congratulated Leominster in Bloom for achieving another Gold Award and for receiving the Queen's Award for Voluntary Services.

CE21/19 COMMUNICATIONS & EVENTS UPDATE

Committee considered the update report and, following discussion, **RESOLVED:**

- To note the report;
- To formally accept the quotation received from Millennium Quest to provide the Christmas Lights for Leominster for the next five years at a cost of £15,796, including the anchor testing;
- To clarify with Herefordshire Council whether it was intending to continue to charge an additional cost to close footpaths and roads;
- To fully support the proposed asset transfer of the bus station and part, or all, of the Etnam Street car park;
- To delegate authority to the Town Clerk to liaise with PulseFX regarding the Christmas Lights switch on ceremony and the 2020 Party in the Park;
- To develop and print an annual events leaflet for Leominster. The first would be produced ready for distribution in January 2020.

It was proposed, seconded and **RESOLVED** to request Council to support the purchase of a wireless Christmas Lights switch-on system as quoted by Millennium Quest at a cost of £4,854 + VAT to be funded from the Town Centre Reserves fund. The system would improve the consistency of the lights in the town centre and contribute towards additional footfall.

CE 22/19 DATE OF NEXT MEETING

Committee noted that the next meeting of the Committee would be held on Tuesday 12th November 2019 at 11:30am in the Old Stable Gallery, 11 Corn Square, Leominster HR6 8YP.

There being no other business, the Chair thanked members for their attendance and closed the meeting at 1:00pm.

CHAIR:

DATE: