

# LEOMINSTER TOWN COUNCIL

## COMMUNICATIONS & EVENTS COMMITTEE

Minutes of the Communications & Events Committee meeting held on Wednesday 27<sup>th</sup> March 2019 commencing at 11:30am in the Stable Gallery, 11 Corn Square, Leominster HR6 8YP.

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**MEMBERS PRESENT:** Councillors Thomas (Chair), Bartlett (12:24), Rumsey and Sutcliffe.

**OFFICERS PRESENT:** Town Clerk, TIC Manager and the Markets Officer.

### **CE52/18 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Lacey (holiday) and Norman (personal).

### **CE53/18 DECLARATIONS OF INTEREST**

The following declaration of Interest was made:

- Cllr Sutcliffe – Trader on the Farmers Market.

### **CE54/18 REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

### **CE55/18 QUESTIONS FROM THE PUBLIC**

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

### **CE56/18 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Communications and Events Committee meeting held on 30<sup>th</sup> January 2019 be agreed and signed as a correct record.

### **CE57/18 CLERK'S REPORT**

The Clerk had nothing to report.

### **CE58/18 MARKET OFFICER'S REPORT**

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

- That the report be noted;
- That additional signage be acquired to address the health & safety issues of cars driving into the Corn Square car park when the market was operating;
- That the relevant authorities be notified of future incidents.

### **CE59/18 TOURIST INFORMATION CENTRE**

The Centre report was presented. Following discussion, it was **RESOLVED** that the report be noted. The following matters were specifically noted:

- A further 10,000 Leominster maps had been ordered;
- Renewal notices for the Tourism Association had been sent out;

- Committee noted with concern that there had been an increase in recent weeks of aggressive behaviour from people complaining about matters that were not the responsibility of the Tourist Information Centre. It was agreed to consider erecting zero tolerance notices up and provide additional information about the responsibilities of the Town Council and Herefordshire Council.

### **CE60/18 COMMITTEE UPDATE REPORT**

The Committee received the update report and, following discussion,

#### **RESOLVED:**

- That the report be noted;
- To note that the Building Inspector would be inspecting the fire safety works carried out in the holiday flat on 26<sup>th</sup> March 2019;
- To agree that a TEN be applied for in respect of the Leominster Food Fayre;
- That a Task & Finish Group would be appointed following the election to oversee the LEADER signage project;
- That the organisers of the musical event scheduled to take place on 10<sup>th</sup> August 2019 would be submitting a portfolio of paperwork required along with an Open Spaces hire form;
- To review the Open Spaces hire form and charges following the election on 2<sup>nd</sup> May 2019;
- That the following feedback regarding the Herefordshire Council free car parking initiative be submitted:
  - More notice of any future events must be provided;
  - Information provided by Herefordshire Council regarding the February 2019 initiative had been ambiguous and misleading;
  - Ensure that the date and time of future free parking events are clear and that adequate signage is provided;
  - That better liaison with small businesses be pursued in future;
  - That promotional material should be put in the relevant car parks;
  - That each town be given the choice of date to hold future free car parking days;
  - That Herefordshire Council considers providing free car parking County wide to help promote Small Business Saturday held on the first Saturday of December every year.

### **CE61/18 DATE OF NEXT MEETING**

Committee noted that the next meeting of the Committee would be held on Wednesday 22<sup>nd</sup> May 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 12:47pm.

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**CHAIR:**

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**DATE:**