

LEOMINSTER TOWN COUNCIL

COMMUNICATIONS & EVENTS COMMITTEE

Minutes of the Communications & Events Committee meeting held on Wednesday 22nd May 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, Thomas and Williamson

OFFICERS PRESENT: Town Clerk, Grants & Projects Officer and the Markets Officer.

CE01/19 ELECTION OF CHAIR

Nominations were invited for the position of Chair of the Committee.

Cllr Rumsey was proposed by Cllr Sutcliffe and seconded by Cllr Smith-Winnard. There being no other nominations, Cllr Rumsey was formally elected Chair of the Communications & Events Committee.

CE02/19 ELECTION OF VICE CHAIR

Nominations were invited for the position of Vice-Chair of the Committee.

Cllr Murdoch was proposed by Cllr Sutcliffe and seconded by Cllr Thomas. There being no other nominations, Cllr Murdoch was formally elected Vice-Chair of the Communications & Events Committee.

CE03/18 APOLOGIES FOR ABSENCE

There were no apologies.

CE04/19 DECLARATIONS OF INTEREST

The following declaration of Interest was made:

- Cllr Sutcliffe – Trader on the Farmers Market.

CE05/19 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

CE06/19 QUESTIONS FROM THE PUBLIC

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

CE07/19 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Communications and Events Committee meeting held on 27th March 2019 be agreed and signed as a correct record.

CE08/19 CLERK'S REPORT

The Clerk had nothing to report.

CE09/19 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;
- To note that the three bank holidays had resulted in a negative impact on income;
- To note that a celebration of the 474th year a Charter Market had been held in Leominster would be celebrated as part of the Leominster Festival;
- To note that discussions on extending the trading hours of the monthly Saturday Farmers Market and inviting craft stalls continued to take place.

CE10/19 TOURIST INFORMATION CENTRE

The Centre report was presented. Following discussion, it was **RESOLVED** that the report be noted.

CE 11/19 COMMUNICATIONS & EVENTS UPDATE

The Committee received an update on the signage project that was being funded through the LEADER programme. A grant of £32,259 had been secured. The project was subject to a number of restrictions and had a very tight timescale. Signage would include 6 new welcome signs, new information boards in the car parks, railway station and hopefully at the OK Diner and Queenswood.

Directional signage would also be replaced and updated in the town centre with new fingerposts being provided. Finally, there would be ten interpretation panels and there was a budget for some illustrations.

It was noted that all signage would require approval from Balfour Beatty. This included content and siting. There would also be discussions held with Grange Court.

The Committee **RESOLVED** to appoint Cllrs Murdoch, Smith-Winnard and Thomas to the Task & Finish Group to help oversee the delivery of this project within the timescale available.

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

- To note the report;
- To appoint Cllrs Rumsey, Thomas and Williamson to the Christmas Lights Task & Finish Group;
- To note that a full Events Plan had been submitted to the Town Council in relation to the musical event taking place on The Grange on Saturday 10th August 2019.

CE 12/19 DATE OF NEXT MEETING

Committee noted that the next meeting of the Committee would be held on Wednesday 24th July 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 12:35pm.

CHAIR:

DATE: