

LEOMINSTER TOWN COUNCIL

COMMUNICATIONS & EVENTS COMMITTEE

Minutes of the Communications & Events Committee meeting held on Monday 16th May 2018 commencing at 11:30am in the Stable Gallery, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Norman (Chair), Bartlett, Lacey, Sutcliffe and Thomas.

OFFICERS PRESENT: Town Clerk, TIC Manager and Grants & Projects Officer.

CE01/18 ELECTION OF CHAIR

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

Cllr Norman was proposed and seconded. There being no other nominations, Cllr Norman was formally elected Chair of the Communications & Events Committee.

CE02/18 ELECTION OF VICE CHAIR

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

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

CE03/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Rumsey (holiday)

CE04/18 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

CE05/18 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

CE06/18 QUESTIONS FROM THE PUBLIC

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

CE07/18 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Communications and Events Committee meeting held on 12th March 2018 be agreed and signed as a correct record.

CE08/18 CLERK'S REPORT

The Clerk had nothing to report.

CE08/18 TOURIST INFORMATION CENTRE

The TIC Manager presented a report updating Committee on the Tourist Information Centre. Following discussion it was **RESOLVED**:

- That the report be noted;
- Leominster Festival would be taking place from the 7th to 10th June 2018. The TIC would be selling tickets;
- Two new volunteers had recently been recruited to help in the TIC;
- A new website, <https://leominstersfallen.site123.me/>, had been developed to commemorate those who gave their lives from the area during WW1;
- The TIC manager would be undergoing Licence Holder Level II training in the near future;
- Visitor figures to the TIC were noted. Although March and April figures were slightly down due to adverse weather conditions visitor numbers were up by 401 in the first four months of the year;
- It was agreed to develop proposals for the Secret Garden to the rear of 11 Corn Square for consideration. These would include the relevant infrastructure required and possible accommodation provision. Quotations would be sought and presented when available.

Concern was expressed regarding the lack of accommodation in Leominster and the number of empty shop units.

CE08/18 HEREFORDSHIRE ARMED FORCES DAY

Committee receive an update on the Project Plan for day. This had been previously distributed to all Members for information. The following events were being organised:

- Flag Raising Ceremony in Corn Square on Monday 25th June 2018 following the initial event at 11am in Hereford;
- Formal signing of the Armed Forces Covenant for Leominster;
- Presentation of special beer to local veterans;
- Unveiling of the memorial bench in Corn Square;
- Tea and bun event with the Veterans;
- Opening of the Rifles and Spades Exhibition at 11 Corn Square which would run for the entire week;
- A talk from an Army Chaplain at The Priory;
- Development of a Children's Trail designed by the Cadets;
- Main event on Saturday 30th June 2018 which will include a flypast, military vehicles, marching band, children's activities and demonstrations.

Following discussion it was **RESOLVED** that the update report be noted.

CE08/18 COMMITTEE UPDATE REPORT

A verbal update report was presented. Following discussion it was **RESOLVED**:

- That the report be noted;
- An update on the Friday Market would be requested from the Market Officer for the next Committee meeting;

- Road closures for the various events in Leominster would be submitted as soon as possible;
- The organisation of the Christmas Lights Switch-On event would be discussed with the Leominster Business Group;
- It was noted that the Leominster Business Group had elected a new Chair.

CE08/18 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Wednesday 25th July 2018 at 11:30am in the Council Chamber, 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: