

LEOMINSTER TOWN COUNCIL

COMMUNICATIONS & EVENTS COMMITTEE

Minutes of the Communications & Events Committee meeting held on Wednesday 25th July 2018 commencing at 11:30am in the Stable Gallery, 11 Corn Square, Leominster HR6 8YP.

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

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

CE09/18 ELECTION OF CHAIR

Committee noted that Cllr Norman had formally stepped down from the position as Chair of the Committee. Nominations were invited for the position of Chair of the Committee.

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

CE10/18 ELECTION OF VICE CHAIR

Cllr Lacey informed Committee that due to work pressures she wished to step down as Vice Chair. Nominations were invited for the position of Vice-Chair of the Committee.

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

CE11/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Norman (work)

CE12/18 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

CE13/18 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

CE14/18 QUESTIONS FROM THE PUBLIC

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

CE15/18 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Communications and Events Committee meeting held on 16th May 2018 be agreed and signed as a correct record.

CE16/18 CLERK'S REPORT

Committee noted the following report:

- (a) **Holiday** – The Clerk would be on holiday as from Friday 26th July until Tuesday 7th August 2018 with the exception of Monday 30th July 2018.
- (b) **Herefordshire Family Festival 2018** – Committee noted a brief outline of this Festival which would be taking place during the October half term week. A Festival activity would be held in Leominster on Friday 2nd November 2018 and hosted by Grange Court. Activities would be based on a circus theme. Following discussion Committee **RESOLVED**:
- To support the Festival;
 - To host a craft event as part of the Festival at 11 Corn Square.

CE17/18 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 the revised layout of the market be supported and implemented. Consideration would be given to providing some weekly casual stalls as part of the revisions;
- That efforts continue to attract additional traders;
- That the proposed Christmas Eve Market be supported and that the Town Council contributes £125 towards the cost of the road closure. The Market Traders would fund the remaining £125.

Committee noted that discussions were currently in progress regarding plans for the future of the Victorian Street Market which would be held on Saturday 8th December 2018. A further update would be provided when available. It was the flagship event of Leominster.

CE18/18 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;
- That the date of the Tourism Association's AGM, which would be held on 14th August 2018 at 2pm at 11 Corn Square, be noted;
- That the free distribution of the Black & White leaflets be welcomed;
- That continued development of the TIC and its stock be supported.

Committee congratulated and thanked the Leominster Town Council staff for all the effort they had put into organising and delivering a very successful Herefordshire Armed Forces Week.

CE19/18 CORPORATE OBJECTIVES

The Committee considered the draft Corporate Objectives and, following discussion, **RESOLVED** to submit them for inclusion in the emerging Corporate Strategy subject to an additional objective to be developed

regarding the Website and its role in informing the community especially with regard to events.

CE20/18 COMMITTEE UPDATE REPORT

The Committee received the update report and, following discussion,

RESOLVED:

- That the report be noted;
- That the quotation to decorate the holiday flat amounting to £3,000 be accepted;
- That the Events budget be formally allocated to fund the Christmas Lights Switch-On and Through the Wardrobe events;
- That support be given to the GBHigh Streets initiative.

The Leominster Small Business Group would be contacted with details of the Town Council representative.

CE21/18 DATE OF NEXT MEETING

Committee noted that the next meeting of the Committee would be held on Wednesday 19th September 2018 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: