



Cyngor Tref Rhydaman Ammanford Town Council

Minutes of Wellbeing, Community Engagement and Events Committee Meeting of Ammanford Town Council (ATC)

on
Thursday 27th May 2021
Via Virtual Media on MS Teams

Attendees of Committee: Councillor Llio Davies (LD) (Chairperson); Julia Bell (JB); Councillor Stefan Butler (SB); Councillor Gwenllian Harries (GH1)
Non-Committee Members: Councillor Emyr John (EJ)

Minutes taken by: Clerk Duncan Morgan (DSM)

Councillor Llio Davies Presiding

Meeting commenced at 18:07

The public were asked to refrain from using the chat facility otherwise they would be disconnected from the meeting.

1) Apologies and reasons for absence

Mayor Gruff Harrison – Late Work Meeting
Deputy Mayor Geraint Jones – Other commitments

2) Declarations of interest

Councillor Llio Davies – Menter Bro Dinefwr
Councillor Emyr John – Ammanford Foodbank

3) Update on events programme for 2021

Outdoor Cinema

The Clerk reported that Dave Pallot (DP) has been engaged to Project Manage the Outdoor Cinema Event which would be held at Ammanford Park on 10th and 11th September 2021.

EJ – Queried how DP had initially been engaged and why ATC had not engaged a member of the public that had approached the council and why Ammanford RFC could not host the event.

JB – Confirmed that DP had been approached before the member of the public's request had been received and he had project managed the previous outdoor cinema event.

SB – Confirmed that a private organisation could not be involved with ATC to run such an event.

The Clerk then continued that DP had forwarded the following plan/points to ATC for consideration:-

- Costs agreed. Confirm if the music event will happen.
- Agree on who will be handling the monies from the cinema ticket sales. If the Town Council handle this my invoice amount will be higher. If I handle the ticket sales my invoice will be lower as per the attached. I will be totally transparent with the tickets sales and provide full sales reports if I was to handle it.
- Agree on the Films we are going to show.
- Discuss if adverts to be shown on the cinema screen will be sought.
- Agree on the payment of the upfront costs as we discussed. This would be the 2 x £75 initial film licence fee and the 3 days pre-production and project management totalling £975.
- Once the above is agreed I will apply for the film licences to make sure we can secure the films we want before we market them.
- Set up the ticketing system and begin marketing in conjunction with the Town Councils social media platforms.
- Confirm bookings with my suppliers.
- Source musicians and bands to play at the music festival with your input.
- Source local catering suppliers and agree the pitch charge with your input.
- Continue to monitor the ticket sales and adjust marketing where necessary.
- Produce RAMS documentation.
- Contact and secure St. Johns ambulance.
- Put together advert real to show before the film starts.
- Develop a layout plan of the park showing locations of all elements.
- Continue to liaise with all stakeholders to ensure full coordination.
- On site management of the event from start to finish.
- Finalising the film licence fee based on gate takings.

It was also discussed that local companies would be approached to provide stalls and sponsorship for the outdoor cinema.

Ticket prices were then discussed, and the following ticket prices were proposed:-

Child (under 16 years old) and OAP ticket prices set at £6.50 each

Proposed – GH1

Seconded – JB

All agreed

Resolved – That Child and OAP Ticket Prices be set at £6.50 each

Adult (over 16 years old) ticket prices be set at £9.00 each

Proposed – JB

Seconded – GH1

All agreed

Resolved – That Adult Ticket Prices be set at £9.00 each

Family ticket (to include 2 Adults and up to 2 Children) ticket prices be set at £25.00 each

Proposed – JB

Seconded – GH1

All agreed

Resolved – That Family Ticket Prices be set at £25.00 each

Christmas Lights

The Clerk reported that the Christmas Lights switch is scheduled for the Friday 25th November 2021.

Leyton Morgan has stated that he will provide costing for additional lights by the evening of 28th May 2021 to include Christmas trees by Rotary Roundabout, Spider on the Square, a feature on the round by the Veterinary Surgery located on corner of Tir Y Dail Lane .
The above will have to be approved by Council.

Ammanford Funfair

The Clerk reported that the Funfair would be held at Ammanford Recreation Ground, with the proviso that the legislation permits, on the following dates:-

31st August 2021 to set up.

1st to 5th September 2021 – Fun Fair to be live/run.

The Clerk had spoken with Fallon Lindsey and she agreed that ATC charges her £500 to hold the event and the ride prices will remain at £1.00 as reported at the time of this meeting.
EJ – Queried if the relevant Risk Assessments would be undertaken.

The Clerk confirmed that he had discussed this matter with Fallon Lindsey and had been assured by Fallon Lindsey the relevant Risk Assessments would be undertaken prior to the event.

Picnic in the Park

LD – Reported that she is in the discussion with Menter Bro Dinefwr regarding running an event called “Picnic in the Park” which will be based on a Story Telling Theme. Menter Bro Dinefwr are to provide ATC with their proposal for this event. No definite date had been set at the time of this meeting.

Twrch Trwyth – It was decided not to run the event this year.

Big Day Out

It was decided that a mini Big Day Out could be run. It was suggested that the RFC & AFC could be approached to ascertain if a joint event could be run in conjunction with their ‘Sports Day Event’ encompassing the two events.

JB – Would approach the two clubs to discuss and co-ordinate.

Wild Flower Planting at Ammanford Park

EJ – Commented that the Wild Flower planting in Ammanford Park had been postponed. He then queried if the appropriate Risk Assessments had been undertaken.

The Clerk suggested that the Wild Flower Planting Volunteer Group be approached to provide the relevant RAMS.

LD – Would contact the Volunteer Group.

COVID Funded Tables and Chairs

EJ – Requested what progress had been made regarding the allocation of the tables and chairs purchased with the assistance of COVID funding to assist the businesses based in Ammanford Town Centre.

The Clerk responded that the Businesses located on Quay Street that had requested the furniture had to apply directly to CCC for a licence granting them permission to locate the furniture outside their business had not done so and that this had to be undertaken.

Splash Pad

Opening hours to be made public via social media.
Opening hours are 10am to 6pm, 7 days a week.

4. To discuss further assistance from persons/organisations

It was suggested that a request/advertisement be placed on Facebook and Website requesting any volunteers/organisations able to help, contact ATC.

RJ – Left meeting at 19:30

5. To discuss/investigate funding from external sources

It was suggested that local business be approached to provide sponsorship which should be event specific.

It was suggested that sponsors could have stalls at the events stating that they were sponsoring that event.

Sponsors who were unable to be allocated stalls or not having that facility are provided free advertising at the event they are providing sponsorship.

6. To discuss creation of quarterly newsletter for the residents of Ammanford Town Parish

It was discussed and agreed that it was not currently feasible to produce a printed newsletter and would be discussed at a later date.

Meeting Closed at 19:28

Signed: (Chair)

Print Name:

Date: