**CYNGOR DREF PONTARDDULAIS TOWN COUNCIL**

**DRAFT MINUTES**

Special Events Committee Meeting, of Pontarddulais Town Council

Tuesday 7th January 2025 at 7pm

**Present**; Cllr. Kelvin Williams (KW) – chair; Cllr. Alison Wilson (AW) – Mayor; Cllr. Huw Roberts (HR); Cllr. Jane Harris (JH); Cllr. Wayne Jones (WJ); Cllr. Rhian Harris (RH)  
  
**Apologies:** Cllr. Gary Chambers (GC) – Vice Chair

1. **To receive report on Christmas Events**Due to bad weather the Christmas parade had to be cancelled for Health and Safety Reasons. The Sant’s Grotto went ahead and was well attended given the bad weather. All in attendance had a nice evening and the children had activities and refreshments for everyone were provided.   
   The Pantomime was very well received and feedback from the community was very positive. Almost £300 was taken in ticket sales to partially offset the cost of the pantomime and selection boxes. The only Councillor in attendance was the Mayor who had brought some volunteers with her to assist with taking tickets etc.
2. **To discuss learning experiences and consider improvements for Christmas 2025**While there were many positives to take from the Christmas events, it was noted that Cllr attendance had been sparse in some areas and there was a pattern of the same councillors attending to assist at events. It was further suggested that Councillors are asked to commit to assist at events when they are decided on going forward in order maximum flexibility around dates. All councillors should be required to support at least one event during the year. It was further discussed that the committee recommend all councillors undergo DBS checks in future as best practice.
3. **To agree dates for Christmas events 2025**As the parade has historically been held on the first Frioday of December, it was agreed to retain this tradition and this year’s parade and Grotto will be held on Friday 5th December. The committee asked the Clerk to send a letter of thanks to the Karatae club for their assistance in moving their class to allow for the Christmas events to take place and to ask if the same arrangements can be agreed for this year.  
   Quiz, Weds 3rd December

Pantomime company to be contacted for dates

Proposed, seconded and agreed by all.

1. **To discuss and agree Christmas Grant reallocation, expenditure and action**

The committee asked the Clerk to liaise with Pontarddulais Partnership to establish the terms of the grant.

1. **To agree arrangements for Santes Dwynwen Disco**It was suggested that this might not be well attended as this is something the Welsh Medium Schools celebrate but there is little awareness of in general. It is also a busy month for the Council so it was agreed to defer this to next year. It was suggested however that it would be a positive step forward to have an event to celebrate St. David’s Day with a drawing competition for the children and young people in the community with the subject “Happiness is being Welsh”. It was further proposed to hold a film evening for residents aged 16+ with cawl and welshcakes provided.  
   Proposed, seconded and agreed by all.
2. **To discuss Covid Memorial Day and agree a way forward**Following discussion around various possibilities, the Committee agreed to promote a day of kindness where residents would share one act of kindness they had made during the day to a Council Facebook Post.  
   Proposed, seconded and agreed by all.
3. **To discuss and agree Special Events budget for recommendation to Full Council.**The budget was discussed in detail. The committee were unanimous that £17,000 was too much to spend on a single day during the summer and agreed to several events instead. These included a Summer Fayre, an outdoor cinema, Pontarddulais Pride among others. It was anticipated that most, if not all funding would come from grants but that some provision for events be included in the Precept so the Council can deliver events, albeit a scaled back version. These included an Easter Egg hunt and Duck Race at Easter and increasing the number of parade walkers for Christmas.

**Meeting closed 20.45**