

Notes of the meeting of the Caldicot United Working Party, held at 1.00pm on Wednesday 5th September 2018 at Caldicot Town Council.

Present Cllrs: J Williams, M Mitchell, P Stevens

Events Committee - D Evans, Community Working Together – R Furmage, R Grumbach
Town Team – A Reeks, C Edwards, J White, Churches Together – P Andersen
Churches Together/Foodbank – D Flint, History Society – P Strong

[In attendance S King, Deputy Clerk]

1. Apologies

Apologies were received from Cllr O Edwards, J Gillard, J Langdon

2. Declarations of Interest

There were no declarations of interest.

3. Notes of Meeting held 8th August 2018

The working party received the notes of the meeting held on 8th August 2018.

Cllr P Stevens advised that he was present at the meeting.

4. To discuss and formulate plan for ‘Community Picnic 2019’

The Chair provided an overview following the last meeting and suggestion for a Community Picnic and event in 2019:

- ‘Community Picnic’ event (separate to the carnival), purpose to bring Caldicot together to showcase and promote talents and celebrate the community spirit of Caldicot
- Event to be held 13th July 2019 at King George V Playing Fields, 12-5pm
- Suggested assistance from Grass Routes for transport
- Caldicot Town AFC contacted to ensure no pitch works being undertaken
- Groups and stakeholders to take part in the event

Ideas were invited regarding a plan for the day:

- Consider involvement of:
 - All businesses in Caldicot Town and local larger businesses (Waitrose, Asda, Co-op, Mitel, Wilkinsons, Magor Brewery, Tesco)
 - Groups/organisations - voluntary, sports, uniforms, charities, housing associations, schools, youth service
- Devise questionnaire asking whether groups are interested in being involved and how can they showcase their talents.
- Confirmation needed if stalls, tables, gazebos required
- Confirmation of any performer
- List of groups and draft questionnaire to be circulated to Working Party

The Chair confirmed that Caldicot Town AFC had been notified of the date and were interested in being involved.

It was noted that a plan of the playing fields should be considered at a future meeting, so that locations of stall holders/performers etc. could be allocated. Site meeting to be arranged at later date.

It was reiterated that the purpose of the event would be kept simple, community picnic, therefore, to minimise permissions and licences required.

Promotion of event could be undertaken through, posters, flyer drops, websites, social media.

The working party agreed that the event should be retained within Caldicot, however, larger businesses outside the area would be included as employers for people within town.

Suggestions of prize giving raffles and generating income for the playing fields was discussed, however, this would be clarified with the Charity (Fields in Trust).

Churches Together could offer potential assistance, by operating stalls on behalf of the businesses who had to remain trading during the day.

Caldicot Town Team advised that marquees could be available on the day for use. Staging would not be required for the day.

Caldicot United, recommended that:

- **Deputy Clerk to send questionnaire to groups/organisations, to gather expression of interest regarding event (suggested deadline 2 months for response).**
- **Grass Routes to be contacted regarding assistance with transport.**
- **Plan of field to be considered and site meeting to be held regarding set up of event.**
- **Clarification to be obtained from Fields In Trust regarding permission for event, promotion of businesses/organisations and whether any income or raffles/prize giving would be permitted.**

5. To receive information regarding any future events

B Strong updated regarding discussions at the previous meeting, schools working with an animator to provide short films on the history/growth of Caldicot.

Approximate figures were suggested as £11k, total for 5 schools taking part.

Funding assistance could be available, possible lottery fund, however a detailed business case would be required.

It was confirmed that Town Council could apply for grant funding.

B Strong would obtain further information from a local film animator.

The working party were informed of future events, as follows:

- Friday 7th September 2018 - Street Food Festival, 5-10pm
- Saturday 29th/Sunday 30th September 2018 – Hoggin the Bridge & Rusty Shackle
- Friday 30th November 2018 – Christmas Light Switch on

A question was raised regarding Hoggin the Bridge event funding. The group were advised that funding applications were available online and from Country Flowers florist.

6. Other – at the Discretion of Chairperson

The working party welcomed information regarding Caldicot Town Centre regeneration and an update regarding Town Centre benches.

Town Team updated, that Monmouthshire Council application for TRIP funding had been extended, in order for the whole of the Caldicot Town pedestrianised area to be considered.

The Green Infrastructure project was imminent and included 2 of the new seating, for the front of Waitrose and rear of Waitrose/Asda (leading to Woodstock Way).

It was noted that the newly purchased seating was stored in the yard of the Town Council compound and installation would be dependent on the Caldicot regeneration project.

7. Date of Next meeting

The Chair advised that the next meeting would be held on Wednesday 3rd October 2018 at 1.00pm.

B Strong and P Andersen, offered apologies in advance of the meeting.

The meeting ended at 1.55pm.