

**MAESTEG TOWN COUNCIL  
EVENTS COMMITTEE - CHRISTMAS MEETING**

Minutes of a meeting of the **Events Committee – Christmas** was held remotely via Microsoft Teams and at the Council Meeting Room, Council Offices, Talbot Street, Maesteg, on **Tuesday, 15<sup>th</sup> September 2020**.

**PRESENT:**

**COUNCILLORS:**        **A James (Mayor)**  
                                 L Beedle, R Collins, R Davies, **P Davies**,  
                                 **R Lewis**, R Martin and R Penhale-Thomas

**APOLOGIES** for absence received from Councillors **L Thomas, P White**

N.B. Committee members highlighted in bold, however committee open for all Councillors to attend.

**151. CENTREGREAT PROPOSAL FOR CHRISTMAS LIGHTING 2020**

Acting Clerk, the Mayor and Cllr Penhale-Thomas met with an officer from Centregreat to discuss options for a Christmas Tree. Centregreat advised that a 25ft tree could be placed outside the Council Offices and there are 2 options for doing this:

Option 1	put the tree into a 2-tonne concrete square on the footpath	£996.00
Option 2	dig a tree holder into the footpath where the tree would be securely placed and this could be re-used in future years	£1,480.00

Both options include a perimeter fence around the base of the tree.

Members discussed both options and queried whether the footpath was wide enough to accommodate a Christmas Tree. Mayor advised that this question was raised in the meeting and that the curtilage of the tree and perimeter fence would not impose any further than the location of the current floral tower. Centregreat also advised that there would still be 3 meters of footpath for pedestrians.

Members queried whether people would congregate next to the tree and there would be issues with Covid-19 and would it be better for the tree to be sited in the Market Square where there is more space? The Acting Clerk advised that this option had not been discussed with Centregreat and that the Market Square was the responsibility of BCBC. It was noted that the Market Square is closed to the public from 5:30pm and therefore the tree in the evening wouldn't be seen. It was also noted that if located in the Market Square it may attract anti-social

behaviour. It was **agreed** that the Christmas Tree should be seen from the main road to deter anti-social behaviour.

It was also discussed that a 25ft tree would be a fuller tree as it is not as big as previous years. This raised the question that if a smaller tree with lesser transport costs is provided would the contract be smaller and therefore reduce the installation costs of the tree holder? The Acting Clerk has been requested to ask Centregreat and to report back to full council, however members were unanimous in **recommending** to Full Council option 2.

## **152. PURCHASE OF SELECTION BOXES**

The acting clerk contacted all 6 primary schools to see if they wanted selection boxes this year. All 6 schools advised that yes, they would and provided the pupil figures. Acting clerk then looked for companies that sell bulk purchases of selection boxes and the cheapest was the Corporate Cadbury's Gifts. They sell 89g selection boxes in boxes of 10 for £8.33 + VAT

The Corporate Cadbury's Gifts also give discount depending on how much is ordered.

No of boxes	Total
180 x 8.33 = £1,499.40 – £74.97 (5% discount)	£1,424.43
181 x 8.33 = £1,507.73 – £113.08 (7.5% discount)	£1,394.65

Added to this would be the delivery costs.

Corporate Cadbury's Gifts do not operate a purchase order then invoice system. The order would have to be paid for at the time of ordering. Acting Clerk willing to do this on own Credit Card if reimbursed fairly soon after receiving the goods.

Members discussed the above and agreed to **recommend** to Full Council that 181 boxes are ordered to maximise the discount.

## **153. CHRISTMAS FESTIVITIES**

### **a) CHRISTMAS COMPETITION**

The Mayor and Acting Clerk discussed how Maesteg Town Council could engage with the 6 primary schools this year as in previous years a Parade Poster Competition was held. Due to there being no Christmas Parade this year we looked at what other options were available.

One idea was to hold a Christmas Card competition. Each school could design a Christmas card to depict Maesteg at Christmas and then we could choose one

winner from each school and get the 6 winning cards printed and distributed randomly to the residents of Maesteg.

Members were provided with costings for this idea and decided that it would be too costly to print and deliver to all households. A suggestion was made that the cards be printed and delivered to all organisations, volunteers and schools within the area.

**b) CHRISTMAS WINDOW SHOP DISPLAY**

Members discussed the annual Christmas Window Shop Display and **agreed** that it would add to the Christmas Cheer in the Town. The Christmas window shop display would be judged by the Mayor, Deputy Mayor and past Mayor on the 1<sup>st</sup> Saturday in December and socially distancing can be maintained during judging.

**c) CHRISTMAS LIGHTING DONATION REQUESTS**

Members also discussed the annual requests to local businesses for Christmas Lighting donations. It was felt that this year as many still recuperating from the effects of COVID-19 and it was **agreed to recommend** to full council that this year we do not ask for donations.

**d) CHRISTMAS GROTTO**

The annual Christmas Grotto was also deliberated and due to Covid-19 it was **agreed** that there would not be a Santa's Christmas Grotto in Maesteg this year due to the public health regulations and ongoing Covid-19 concerns.

**154. OTHER CHRISTMAS FESTIVITIES IDEAS**

The Mayor asked members if they had any other ideas that may be done due to no Christmas Parade in 2020, the following suggestions were made:

- i. The Annual Christmas Tree in Caerau is funded through donations in the local community, due to Covid-19 the group have been unable to collect donations. Centregrate have advised that it costs approximately £2,000 for the Christmas Tree & Features in Caerau. It was **proposed** that Maesteg Town Council fund 50% of the funds and that the ILC may be able to contribute the remaining 50%.
- ii. A press release needs to be issued advising the residents that there will be no Christmas Parade this year in Maesteg. It was **agreed** that the press release be made asap.
- iii. As there are many elderly residents in care homes in Maesteg would Maesteg Town Council be able to provide something for them? It was noted that there are 2 care homes in Maesteg – Bryncelyn and Ty Llwynderw. Members discussed how we could provide something to them

and suggestions included: Flowers, Selection boxes and Hampers. It was **agreed** for the Acting Clerk to contact the care homes and ask what would be suitable for the residents.

**RECOMMENDATIONS TO FULL COUNCIL**

- 1) That Option 2 is agreed where the infrastructure to house the Christmas tree is dug into the footpath.
- 2) 181 boxes of selection boxes are ordered to maximise the discount.
- 3) The Acting Clerk be given permission to purchase and to reclaim the money.
- 4) Continue with the Christmas Card Competition
- 5) To discuss further the number of cards to be printed and where to send.
- 6) Acting Clerk to contact all business on Commercial Street and Talbot Street with details of the annual Christmas Window Shop display competition.
- 7) Agree that no requests for donations from businesses and organisations in 2020.
- 8) To agree that there will not be a Christmas Grotto in 2020.
- 9) To agree to contribute 50% of the funds needed for a Christmas Tree in Caerau.
- 10) Acting Clerk to contact local residential care homes for advice on what would be suitable for the residents

**Read and accepted at a remote meeting of the Council  
held on 6<sup>th</sup> October 2020**

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**Mayor**