



Ross-on-Wye Town Council

**Minutes of the meeting of the
Community, Markets & Tourism Committee**
held on Wednesday 11th April 2018 at 7.00pm
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: Councillor C Bennett (Chairman), Councillor V Coker and Councillor R Mayo
Substitute Member: Councillor C Utting
In attendance: Mrs S Robson - Town Clerk

There were no members of the public or press present.

- CMT18/04#15 Apologies for Absence**
Councillor J Roberts – Work Commitment
Councillor N Gibbs - Illness
- CMT18/04#16 Declarations of Interest**
Cllr Bennett declared a Schedule 1 Interest in Agenda Item #23 being related to the landowner of one of the Grant Applicants.
- CMT18/04#17 Dispensations**
None
- CMT18/04#18 Public Participation**
None
- CMT18/04#19 Events Committee Meeting Minutes** - to confirm and sign the minutes of the previous meeting held on Monday 29th January 2018. LGA 1972, Sch 12 para41 (1).
RESOLVED – that the minutes of the Events Committee Meeting held on Monday 29th January 2018 be signed as a correct record.
- CMT18/04#20 Action Review Summary** – to receive and review outstanding actions.
Members were informed that most of actions have been carried out. The remaining one relating to the Christmas Lights is in hand.
RESOLVED – to receive and note the report.
- CM&T/04#21 Finance**
To consider approval of request for funding from the River Festival budget in the sum of £750.00 towards the cost of booking an act to perform on Thursday 10th May at the Hope & Anchor Public House.
- 7.10pm Councillor Utting Declared a Schedule 2 Interest in this item being associated with William Wilding the local coordinator of the River Festival in Ross.
- Proposed: Councillor Mayo
For: 3 Abstention: 1
Seconded: Councillor Coker
- RESOLVED – to approve a financial contribution in the sum of £750.00 towards an event in Ross supporting the River Festival.**

CM&T/04#22

Policies

To review the following policy

- Grants Policy

Proposed: Councillor Utting
Unanimous

Seconded: Councillor Mayo

RESOLVED – to approve minor changes to the policy with immediate effect.

CM&T/04#23

Applications for Grants

To consider the following applications for grants;

- Ross-on-Wye Men's Shed – request for grant funding in the sum of £500.00 towards the cost of purchasing tools and equipment.

Proposed: Councillor Coker
Unanimous

Seconded: Councillor Mayo

RESOLVED – to approve grant funding to Ross-on-Wye Men's Shed in the sum of £500.00 towards the cost of purchasing tools and equipment.

7.30pm Councillor Bennett left the meeting having declared an interest

Councillor Utting took over chairing the meeting

- Ross Community Garden – request for grant funding in the sum of £480.00 towards the cost of timber for creating raised beds.

Proposed: Councillor Mayo
Unanimous

Seconded: Councillor Coker

RESOLVED – to approve grant funding to Ross Community Garden in the sum of £480.00 towards the cost of timber for creating raised beds.

7.35pm Councillor Bennet returned and resumed chairing the meeting.

CMT18/04#23

Grant Funding Update

To receive and note final reports from organisations detailing expenditure of the grant funding;

- Ross-on-Wye Tourism Association - grant awarded in the sum of £410.00 towards the cost of producing a Guide Book for Town.
- Ross-on-Wye Town Band - grant awarded in the sum of £500.00 towards the cost of purchasing new music books.
- Ross-on-Wye & Monmouth Sea Cadets - grant awarded in the sum of £500.00 towards the cost of installing a fire alarm system at their units.
- Enviroability - grant awarded in the sum of £750.00 towards the cost of insurance for the Shopmobility Scheme.

RESOLVED – to receive and note the final reports.

CM&T/04#24

Christmas Fayre and Light Switch on Event 2018

To appoint members to the Working Group and approve remit and scope of outside organisations' involvement.

Item deferred to next meeting

E Bennett

CM&T/04#25

Bands and Proms in the Park 2018

To receive and consider written report and recommendations from events co-ordinator.

The Committee agreed to make arrangements for the First Responders to come to the Proms in the Park event. It was agreed to delegate arrangements to the Clerk who was authorised to make a contribution of costs to a maximum of £100.

Event advertising was discussed and the Committee felt there is good coverage already, the idea of having a stand-alone advert in the Gazette in the 'dairy of events' at a cost of £67.20 from the Advertising Budget was approved.

It was agreed to create some flyers to distribute to local outlets – Councillor Coker agreed to organise this. Laminated A4 posters will also be displayed in the local Tourist Information Sites – Councillor Utting.

Councillor Lerego has offered to continue being the lead co-ordinator on the day of the Proms event.

CM&T/04#26

Christmas Lights Contract

To receive report and consider the proposal to recommend to Full Council the award of a three-year contract in line with the approved specification.

Proposed: Councillor Utting
Unanimous

Seconded: Councillor Mayo

RESOLVED – to recommend to Full Council that the Financial Regulations be waived on the grounds that only one quote for the Christmas Lights Contract has been received. This Committee recommends accepting the quote from Oakey & Son Limited (excluding the testing of the eyebolts/catenary wires which will be subject to further investigation) and offer a three-year contract to a total value of £16053.00.

CM&T/04#27

Wye Valley & Forest of Dean Tourism – Market Towns

To receive verbal report from the Council's Representative on up to date initiatives and planned projects.

Ross-on-Wye Tourism Association (RTA) continues to work hard in collaboration with the Tourist Information Sites. The Guide Book will soon be distributed which will be an asset to the town. A representative from Wye Valley Walks will be meeting with the RTA soon to look at introducing organised walks in Ross. Themed trails have been considered and to date the ones that have been trialled have proved successful. The website has had 11k visits over the last two years and the Association is gaining momentum. An information pack has been developed to distributed to interested parties. There is a desire to improve the Notice Boards as many of them are looking in need of refurbishment. It was agreed this should be deferred to the Amenities Committee for further discussion. Corporate Branding is something this Committee wishes to look at in the future. It was suggested that a strategy of long term aims should be drawn up to enable partnership working with RTA to enhance the town.

There being no further business the meeting closed at 8.06pm

.....*E Bennett*.....

Chairman

.....29/5/18.....

Date