



Ross-on-Wye Town Council

**Minutes of the meeting of the
Community, Markets & Tourism Committee**
held on Tuesday 31st July 2018 at 7.00pm
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: Councillor C Bennett (Chairman), Councillor N Gibbs and Councillor R Mayo

Ex Officio Member: Councillor V Coker

Substitute Member: Councillor C Utting

In attendance: Mrs R Lewis – Project Officer

There were four members of the public present including Mr Roy Smith and Councillor H Lerego.

CMT18/07 #40 Apologies for Absence

Councillor J Roberts

Councillor Lister

Resolved - to accept apologies received

CMT18/07 #41 Declarations of Interest

Cllr Utting declared a Schedule 1 Interest in Agenda Item #46 being a committee member of one of the Grant Applicants and Agenda item #54 being a member of a partner group of Woe Betide.

CMT18/07 #42 Dispensations

None

The Chairman asked for Item #50 to be brought forward and for a resolution to suspend Standing Orders to allow Roy Smith and Councillor Lerego to speak and give a report on the Proms in the Park event.

Resolved – to suspend standing orders

CM&T/07 #50 Proms in the Park

To review the event on 22nd July.

Mr Smith circulated a report to members at the start of the meeting. He highlighted several points for consideration in the future:

- To appoint a representative to liaise with him
- Signage for the car parking by the layby as cars were blocking the entrance. Cllr Mayo requested the clerk to establish ownership of the layby with a view to possibly putting in a retractable bollard. Failing that, more permanent signage would need to be considered.

C Bennett
18/Sept 18

Councillor Bennett then thanked him for all his hard work and for a very successful event.
Councillor Lerego then gave a verbal report.

7.15pm *Mr Smith and Ms Higgins left the meeting.*

Resolved – to reinstate standing orders

CMT18/07 #43 Public Participation

A letter was circulated to members from CreateRoss concerning a project to create a virtual fountain in the Prospect based on a former fountain which stood in the Prospect in the 18th Century. Cllr Utting explained what this project was about and asked if the members felt they would all be able to support the project. Members all thought it was an excellent idea and were happy to support it.

CMT18/07 #44 Community, Markets & Tourism Committee Meeting Minutes - to confirm and sign the minutes of the previous meeting held on Monday 29th May 2018. LGA 1972, Sch 12 para41 (1).

RESOLVED – that the minutes of the Community, Markets & Tourism Committee Meeting held on Monday 29th May 2018 be signed as a correct record.

CMT18/07 #45 Action Review Summary – to receive and review outstanding actions.
Actions were up to date. A meeting of the Market Working Party was to take place shortly.

RESOLVED – to receive and note the report.

CMT18/07 #46 Applications for Grants

To consider the following applications for grants:

7.24pm *Councillor Utting left the meeting having declared an interest in the following item.*

- CreateRoss – request for grant funding in the sum of £450.00 towards the second Ross Busking Festival.

Proposed: Councillor Coker Seconded: Councillor Mayo All in favour

RESOLVED – to approve grant funding to CreateRoss in the sum of £250.00 towards the cost of the 2nd Ross Busking Festival. In addition, the council would be prepared to waive the market hire fee and offer the use of its market tables, bandstand chairs and amplification system free of charge for the event.

7.29pm *Councillor Utting returned to the meeting*

- Royal British Legion – request for grant funding in the sum of £250.00 for the catering after the Remembrance Day Service.

Proposed: Councillor Bennett Seconded: Councillor Mayo All in favour

RESOLVED – to approve grant funding to the Royal British Legion in the sum of £250.00 for catering after the Remembrance Day Service.

- Ross-on-Wye 4Acorns - request for grant funding in the sum of £750.00 towards the hire of a chip timer

Proposed: Councillor Gibbs Seconded: Councillor Utting All in favour

RESOLVED – to approve grant funding to the Ross-on-Wye 4Acorns in the sum of £375.00 towards the hire of a chip timer

- SHYPP - request for grant funding in the sum of £713.00 towards the cost of providing garden plants and accessories for the SHYPP Garden.

*C Bennett
18/9/18*

Proposed: Councillor Coker

Seconded: Councillor Utting

All in favour

RESOLVED – to approve grant funding to the SHYPP in the sum of £500.00 towards the cost of garden plants and accessories for the SHYPP Garden.

- Basement Youth Trust – request for grant funding to of £750 towards the cost of six sessions of circus skill training to young people between 11-19

Proposed: Councillor Mayo

Seconded: Councillor Bennett

All in favour

Resolved - to approve grant funding to the Basement Youth Trust in the sum of £360.00 towards the sessions of circus skill training to young people between 11-19

CMT18/07 #47 Grant Funding Update

To receive and note final report from organisations detailing expenditure of the grant funding:

- Ross-on-Wye Men’s Shed - grant awarded in the sum of £500.00 towards the cost of tools and equipment.

RESOLVED – to receive and note the final report.

CMT18/07 #48 To consider the Committee involvement in the Battle’s Over (with lighting of the beacon) to commemorate the end of WWI (November 2018).

To receive suggestions and consider the best way forward for the evening event

The beacon will be lit at 7.00pm on 11th November and the church bells ringers will be invited to ring at 7.05pm. The Project Officer will arrange for permissions from Herefordshire Council for the use of the Prospect.

Suggestions included inviting youth organisations such as scouts and guides and having a community singsong with 1940 type songs.

It was agreed that the Chairman would work with the Project Officer to make arrangements for the event and report back at the September meeting.

CMT18/07 #49 Christmas Fayre and Light Switch on Event 2018

To receive a report and update from the Working Group

Councillor Bennett reported that several food stalls had booked including the Beefy Boys. The grotto was booked in the Buckingham Suite with X-entricity manning it.

Applications forms were going out and to date 17 had been received and accepted.

Preparations for the switch-on were in hand.

CMT18/07 #51 Policies

To review the following policies (enclosed)

- Bandstand Lettings Conditions

Proposed: Cllr R Mayo

Seconded: Cllr V Coker

All in favour

Resolved - to make no changes to the Bandstand Letting Policy with the exception of clause 7 which would read “Any Licensee offering food or drink for sale must hold a current food hygiene certificate”.

- Advertising Banners at Smallbrook Gardens Policy

Proposed: Cllr C Bennett

Seconded: Cllr R Mayo

All in favour

C Bennett
18/9/18

Resolved - to make no changes to the Advertising Banners at Smallbrook Gardens other than to add the following restriction "A banner can only be used to advertise an event".

CMT18/07 #52 Budget

Financial Regulations (Section 3 Annual Estimates and Forward Planning)

In recognition that there are a number of projects requiring significant expenditure over a number of different financial years, the Committee is required to;

- create a three-year budget forecast and agree it as part of their 2019/ 2020 budget submission,
- ensure that any capital project (including building maintenance) has an appropriate project plan identifying the schedule of works (to an appropriate level of detail) and the source of funds e.g. budget or reserves,
- identify impact of capital projects on revenue budget for the first 5 years.
 - The committee compiled a list of projects for consideration within a three-year budget:
 - The purchase of hand held walkie talkie radios - budget
 - An increase in the budget to support events - budget
 - An increase in the grant budget to allow both better support and an increase in the number of organisations - budget
 - Improving the space downstairs for tourism and further utilising the outside area (with the possibility of a glass roof) for a new tourism office – building, refurbishing and possibly staff costs – budget and reserves

CMT18/07 #53 Banners

To consider and agree expenditure, artwork and partnership working for new banners to replace the jubilee lamppost banners.

Proposed: Cllr R Mayo

Seconded: Cllr C Utting

All in favour

RESOLVED – to authorise expenditure up to £1,000.00 to purchase 10 new lamppost banners at £88 +VAT each and to change the wording to say Gateway to the Wye Valley instead of Gateway to the Wye and to remove the signpost from the picture.

CMT18/07 #54 Correspondence

To consider the following:

8.16pm

Councillor Utting left the meeting having declared an interest in the following item.

- Woe betide – Yolande Watson
Members were fully supportive of the idea and asked for a letter of support to be sent to the Chairman of the Hedgehog Festival

8.17pm

Councillor Utting returned to the meeting

- Possible website for Bands in the Park – Cllr H Lerego
The Chairman asked that this be considered at the next meeting

There being no further business the meeting closed at 8.20pm



Chairman



Date