

Minutes for Community Engagement and Wellbeing Committee

Monday 19th November 2018 – 7pm at Carnegie House, Ground Floor Hall

Present

Cllr. Isabel Robson - Chair

Cllr. Nicole Burnett

Cllr. Stuart Baldwin

Cllr. Carolyn Webster

Leanne Edwards Town Clerk (TC), Sharlene Lewis Community Engagement and Event Manager (CEEM)

1. To Receive Apologies for Absence

Cllr Stuart Charles, Cllr. Robbie Thomas, Cllr. Angela Morelli, Cllr. Lyn Walters, Cllr. Paul Warren

2. To Receive any Declarations of interest (if any) of Members in respect of the business to be transacted

No Declarations of Interest were made

3. To Confirm and Sign Minutes of the Community Engagement and Well-being Committee held on 5th September 2018.

RESOLVED: Minutes confirmed and signed as a true record.

4. To Consider Matters Arising from Community Engagement and Well-being Committee held on 5th September 2018.

- Cllr Baldwin advised the committee that he has been unable to speak with Greg Lane BCBC Head of Democratic Services due to him no longer being in post, but advised that there a new dedicated Town and Community representative, BCBC Officer Guy Smith had been appointed.
- TC advised the committee that the playground maintenance reports have still not been received from BCBC to provide an update.
- TC advised that the Architect Company had not yet been contacted regarding the MUGA Project but TC will provide an update once this has been done.
- TC noted that she had compiled a Wellbeing Objective Report and that this has been submitted to full Council.
- TC advised that the Dias has been moved and is now being stored at Bridgend Festivals. Barry King will assess the condition of the Dias to see if it can be repaired. Bridgend Festivals have a Dias that is available for hire for future events if BTC's is not salvageable.
- TC advised that the Flagpole had been repaired in time for Remembrance events.
- Cllr. Baldwin commented on the poor article in the Gem newspaper in relation to the Remembrance Service. It was noted that there had been a public reaction on social media against this article.
- TC advised that all Churches were contacted for the bell ringing event. Cllr. Webster commented that it was a shame that the Bell Ringers from St Iltyds Church were on holiday at the time of the event, however the sound of the bells ringing could be heard from other churches at the Beacon Lighting.
- Members considered safety concerns for future events as a result of the knife incident at the Beacon Lighting event. Members debated police and security requirements for night time events,

concluding that security must be considered for each event with safeguarding of staff and public as paramount. Each event should be assessed individually in terms of risk and police should be contacted and either present for security or in a community engagement capacity for all events.

- TC advised that BCBC are not arranging an Armed Forces Day 2019.
- CEEM explained to the committee that the large ACW grant application for 2019 has been submitted and that she is awaiting an outcome in December 2018. Two other grants have yet to be applied for as their application depends upon what is decided in the discussion of precept.

RESOLVED: TC to write to SWP to thank them for their response to the incident at the Beacon Lighting event.

5. To Consider and Set Budget Requirements for the 2019-20 Precept

Carnegie House Programme

- CEEM provided the committee with an overview and figures for the Spring and Autumn Programme 2018 at Carnegie House. She advised that if the committee wished to continue with a similar programme for 2019, a budget of £14,000 would be a realistic budget to cover the cost of all programming, marketing and material resource.
- CEEM explained that the programme generates income and gave figures to the committee for this year.

ACW Project 2018

- CEEM gave an update to the committee on the current figures and expenditure in relation to the project.
- CEEM explained that the Festival of Light had cost £9,900 and that the majority of the budget for this came from ACW and grant funding pots, however £3,000 had been used from the BTC Carnegie House Arts Centre budget.
- It was noted that the ACW grant for 2019 does not include the Festival of Light therefore, the committee will have to consider if they want to apply for Lottery funding for this project for next year and decide whether they would like to precept for a realistic budget of £10,000 if the funding is not successful.
- CEEM explained that the Festival of Light is not just an event but a community engagement project that works with local community and schools; this would need a project manager to administer this large project which would also need consideration in the budget.

Room Hire

- CEEM updated the committee with room hire figures. It was noted that there has been income generated of £2,500 this year to date.

EVENTS Calendar

- CEEM ran through the calendar of events for 2018 and suggested what may be part of the calendar in 2019.
- TC explained it is a significant year next year for Town Twinning with the 25th anniversary of the twinning relationship with Villenave d'Ornon which could result in extra civic events.
- CEEM explained as a result of Remembrance now coming under BTC remit, the Festival of Light would need to move from October/November half term and that event timings needed to be considered for

next year. CEEM gave two options the project to stay as is but move to a different time of year or to make the festival smaller and part of a Christmas event.

Wartime Bridgend

- CEEM explained that a budget of £15,000 was allocated for the Wartime Bridgend event, however for an event of this scale the budget was not realistic. It was noted that this year an additional £3,617.53 had to be allocated from the Carnegie House Budget in addition to £300 sponsorship obtained from local businesses, to supplement the cost of the event.
- CEEM advised that this budget needed to be reviewed if the committee wished this event to continue and grow. She proposed that £20,000 is a more realistic budget for this event.

Christmas 2019

CEEM advised that Members would need to consider the following aspects for Christmas activities and budgets for 2019-20:

- Christmas Grotto and Bridgend Lions Christmas activities
- Christmas Light Switch on event
- Additional Christmas events (such as Wartime Christmas or Victorian Christmas event)

Grant Funding 2019

- CEEM asked the committee to consider a budget for match funding for the ACW grant application of £6,637.50.
- CEEM advised that whilst a strong grant application had been submitted that in the event that the grant application is unsuccessful, a budget of around £20,000 for the project to continue would be needed.
- The project would include:
 - The continuation of Circus and Samba workshops and community outreach activities
 - Place an artist in residence for Carnegie House Arts Centre to carry out free community projects and work within the community
 - For an Audience Development Worker role to continue to manage this large scale community engagement project

Exhibitions 2019

- CEEM highlighted that there are a number of exhibitions already planned for 2019:
 - Natalie Murphy community choir exhibition which is of no cost to BTC
 - Bridgend College annual end of year exhibition which is a paid room hire
 - Wartime exhibition as part of the wartime event
 - Community Art Exhibition which requires budget from Carnegie House Programme

Budget Discussion and requirements for 2019-20

A discussion was held by the committee on the precept priority and budgets for 2019-20.

The following resolutions were made by the committee:

- Carnegie Programme – Programme and budgets to not increase for 2019 with no rise in the precept. Last year Carnegie House total budget was £36,000. This year the budget will be £31,000. £14,000 allocated to the programme.
- Light Festival -The committee agreed that they would like to Precept £10,000 from the Carnegie House Budget for The Festival of Light Project and go forward with a Grant application for Lottery

funding. It was agreed that if funding from the lottery was not successful then other budget could be used towards a project manager. The Festival of Light to be moved to February half term.

- Christmas- Grotto and Lions to remain as it currently is with BTC supporting. The committee agreed to continue to support the Light Switch on and provide additional entertainment on that day as BTC's contribution to Christmas in Bridgend. The committee agreed that there would be no additional events such as the Victorian Christmas event this year. Precept budget of £5,000 agreed for Christmas Budget.
- ACW Grant – The Committee agreed to precept for match funding, they discussed the importance of working with local schools and to make sure Litchard, Heronsbridge and Bryntirion are included in the project as well as all the other local schools and community centres. Members did not want to precept to safeguard the project if the funding was unsuccessful. Precept of £7,000 agreed from Carnegie House budget to cover match funding for grant applications.
- Wartime – Members agreed to precept of £20,000 out of the Wartime Event Budget
- The remaining budget of the £31,000 Carnegie House budget to cover increased security at events and resource for Carnegie House.
- Members discussed other budgets and decided to keep £2,000 towards the Defibrillator Project for maintenance and training.

Summary of Precept request from Community Engagement and Wellbeing Committee:

Programme 2019	£14,000	Carnegie Budget of £31,000
Match Funding ACW	£7,000	Carnegie Budget of £31,000
Light Festival	£10,000	Carnegie Budget of £31,000
Wartime	£20,000	Wartime/Events Budget
Christmas	£5,000	Christmas Budget
Defibrillator	£2,000	Defib Budget

Meeting Closed 8.35pm

Signed:..... (Community Engagement and Wellbeing Committee)

Date:.....