

LEOMINSTER TOWN COUNCIL

COMMUNICATIONS & EVENTS COMMITTEE

Minutes of the Communications & Events Committee meeting held on Tuesday 17th November 2020 commencing at 11:30am remotely via Zoom.

MEMBERS PRESENT: Councillors Rumsey (Chair), Murdoch (Vice-Chair), Smith-Winnard, Sutcliffe and Thomas.

OFFICERS PRESENT: Town Clerk, Market Officer, TIC Manager, Grants and Projects Officer.

CE31/20 APOLOGIES FOR ABSENCE

No apologies for absence were received.

CE32/20 DECLARATIONS OF INTEREST

Cllr. Smith-Winnard – Leominster in Bloom

Cllr. Sutcliffe – Farmer's Market

CE33/20 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

CE34/20 QUESTIONS FROM THE PUBLIC

There were no members of the public present. No issues were raised.

CE35/20 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Communications and Events Committee meeting held on Tuesday 15th September 2020 be agreed and signed as a correct record when the social distancing restrictions are lifted by central government.

CE36/20 CLERK'S REPORT

The Clerk reported that the Christmas Tree had been installed in Corn Square and that the Christmas Lights had been installed throughout town and have been tested by the contractors.

CE37/20 MARKET OFFICER'S REPORT

The Market Officer presented a report updating Committee on the Leominster markets. Following discussion, it was **RESOLVED**

- To note the report;
 - To note that selling plants and flowers is permitted on the market as stated in government guidelines. If 75% of the stall is made up of plants, then 25% of non-essential products are permitted.
 - To note that the market advertising for December 2020 will be improved.
 - To note that the Leominster Festival 2021 will go ahead.
 - To note that the Chair thanked the Market Traders and Market Manager for their hard work to keep the market trading.
- The Market Manager left the meeting at 11.44am.

CE38/20 TOURIST INFORMATION CENTRE

The Centre report was presented by the TIC Manager, Mrs Gill Ding. Following discussion, it was **RESOLVED:**

- To note the report;
- To note that the Tourist Information Centre Click and Collect is going well.
- To thank Cllr. Sutcliffe for carrying out the juicing of apples, Helen Bowden from Orphans Press for the photography and Lena Dhansjo of Leominster Town Council for the exhibition in the Stable Gallery to promote Apple Week.
- To note that the Holiday Let key safe is now operational avoiding the need to be onsite when visitors arrive.

CE39/20 COMMUNICATIONS & EVENTS UPDATE REPORT

Committee received an update from the Town Clerk.

The Grants and Projects Officer presented a verbal update on the LEADER/ signage project and HSHAZ Cultural Consortium.

Committee considered the update report and, following discussion, **RESOLVED:**

- To note the update;
- To note that the Signage Project is nearly complete with all but one of the pedestrian signage and all of the Welcome signage installed. The Visitor Information Boards and the Heritage Interpretation Boards have gone to press and the claim for funding will be completed by the end of November 2020.
- To note that organisations contacted regarding the Heritage Web App were The Priory, Leominster Museum, Grange Court and The Forbury. The community groups will have control of this easy to update system and Heritage Groups will be able to post content.
- To note that a Cultural Consortium has been set up to manage a cultural programme over the next three years, that will run alongside the High Street Heritage Action Zone Project. A brainstorming meeting has been attended by the Projects and Grants Officer. The funding application must be in by 11th December 2020.

CE 40/20 DATE OF NEXT MEETING

Committee noted that the next Communication and Events meeting would be held on Tuesday 12th January 2021 at 11:30am either remotely via Zoom or in the Council Chamber, 11 Corn Square, Leominster HR6 8YP depending on the social distancing restrictions being lifted by central government. There being no other business, the Chair thanked members for their attendance and closed the meeting at 12:25pm.

CHAIR:

DATE: