



St Asaph City Council Events Committee
Monday 18th November 2019 at 11.00 am at The Council's Meeting Room

Present: Cllrs Scott (Chair), Roberts, Cowie, Hardie, Rust and Thomas.

1. Apologies:

- Cllrs Hodgkinson, Morton and Williams.

2. Declarations of Interest:

- None

3. Winter Fair

List of tasks was reviewed:

- Usual arrangements for car parking apply. JR will contact Leisure Centre re overflow parking.
- Clerk has written to the Cathedral re: lighting. There is nothing they can do.
- BR & AT drew up a plan for the stalls last year. BR CH and Clerk will mark out floor for stalls on the morning of the fair.
- 59 stalls are booked and paid for in addition to the food van outside. The Translators' Tearoom is staying open.
- Clerk to send reminder re tables to stallholders one week before.
- Clerk to provide Compliments Slips to hand out at the fair with contact details for prospective stallholders for 2020.
- BC JR and CH to meet at the football pavilion at 10 am to collect additional tables and gazebo.
- Clerk to ask DH re: decorations for the Gazebo.
- Remaining banners to be taken to hang.
- Clerk to contact DH re posters for the website and delivery to some shops.
- Father Christmas will be visiting.
- JR & PS obtaining details from schools for PA system. They have confirmed choirs from Esgob Morgan and VP. Still trying to contact Fairholme.
- CH has booked Denbigh Music Co-op – they will perform two slots.
- Clerk to print and deliver fliers re: Christmas windows.
- PS will recover the shield from the Chippery.
- TEN (Licence) from DCC – confirmed.
- Hi viz jackets and accident book at the meeting room. Clerk to take to the Cathedral.

- Clerk has e-mailed DCC re staging. Clerk & BR will ensure they are present when set up to ensure stage is placed further back.

Meeting closed at 11.30 am