

Pwyllgor Cittaslow

Cittaslow Committee

Agenda 25.04.2021

- | | |
|---|--|
| 1. Ethol Cadeirydd y Pwyllgor.
I benodi Cadeirydd am y flwyddyn i ddod. | Election of Committee Chair.
To appoint a Chair for the ensuing year. |
| 2. Ymddiheuriadau am absenoldeb.
I dderbyn, ystyried a derbyn Ymddiheuriadau am absenoldeb. | Apologies for absence.
To receive, consider and accept apologies for absence. |
| 3. Datganiadau o Fuddiant.
I dderbyn unrhyw ddatganiadau o fuddiant ar eitemau ar yr agenda. | Declaration of Interest.
To receive any known declarations of interest in items on the agenda. |
| 4. Ethol Is-Gadeirydd Pwyllgor.
I benodi Is-Gadeirydd am y flwyddyn i ddod. | Election of Committee Vice Chair.
To appoint a Chair for the ensuing year. |
| 5. Cofnodion.
I awdurdodi'r Cadeirydd i arwyddo cofnodion yr cyfarfod blaenorol y Pwyllgor fel cofnod cywir. | Minutes.
To authorise the Chair to sign the minutes of the previous meeting of the Committee as a correct record. |
| 6. Adroddiadau Clerc y Dref.
Penodi Aelodau heb bleidlais. | Town Clerks reports.
Appointment of Non-voting members. |
| 7. Adroddiadau.
I dderbyn adroddiadau a gyflwynwyd i'r Cyngor Tref a phenderfynu pa gamau, os o gwbl, i'w cymryd.
Cyfarfod Bwrdd Cittaslow UK. | Reports.
To receive reports submitted to the Town Council and determine what action, if any, to be taken.
Cittaslow UK Board Meeting. |

Adroddiadau.

Mae adroddiadau yn ddogfennau gwaith ac felly nid ydynt wedi'u cyfieithu.

Reports.

Reports details are working documents and are therefore not translated.

REPORT AUTHORS: Town Clerk.
SUBJECT: Non-voting members.
REPORT FOR: Decision.

1. Summary.

1.1 To consider the co-option of non-voting members.

2.0 Background.

2.1 The Cittaslow Committee terms of reference allows the Committee to co-opt non-voting members.

2.2 At the Committee meeting held on the 11 March 2021, Members received the resignation Ms. M Davies from the Committee. Her resignation meant there were no co-opted members on the Committee, and it was therefore resolved to invite the following organisations to consider coopting individuals to sit on the Committee as non-voting members.:-

- Llangollen Friends of the Earth.
- South Denbighshire Community Partnership.
- Llangollen Food Share.

3. Nominations received.

3.1 Further to the resolution the Town Clerk contacted the organisation seeking nominations from their memberships to become representatives on the Committee.

3.2 The following individuals have been nominated to sit as non-voting members from the organisations contacted.

Llangollen Friends of the Earth.	Mr Max Ellson.
South Denbighshire Community Partnership.	Mr Tom Taylor.
Llangollen Food Share.	Ms Kirsty Wild.

4. Recommendation.

4.1 It is recommended that the Committee recommends to the Town Council that the nominees detailed in paragraph 3.1 be appointed as non-voting members on the Cittaslow Committee.

5. Reason for the recommendation.

5.1 To ensure effective corporate governance.

Pwyllgor Cittaslow

Cittaslow Committee

Agenda 26.07.2021.

- | | |
|---|---|
| <p>1. Ymddiheuriadau am absenoldeb.
I dderbyn, ystyried a derbyn
Ymddiheuriadau am absenoldeb.</p> | <p>Apologies for absence.
To receive, consider and accept apologies for absence.</p> |
| <p>2. Datganiadau o Fuddiant.
I dderbyn unrhyw ddatganiadau o
fuddiant ar eitemau ar yr agenda.</p> | <p>Declaration of Interest.
To receive any known declarations
of interest in items on the agenda.</p> |
| <p>3. Cofnodion.
I awdurdodi'r Cadeirydd i arwyddo
cofnodion yr Cyfarfod Pwyllgor a
gynhaliwyd ar 25.06.21 yn gofnod cywir.</p> | <p>Minutes.
To authorise the Chair to sign the minutes of
the previous Committee meeting held on
25.05.21 as a correct record.</p> |
| <p>4. Adroddiadau.
I derbyn ac ystyried adroddiadau a gwneud
unrhyw benderfyniadau angenrheidiol arno
Cynllun Grantiau Cymunedol.</p> | <p>Reports.
To receive and consider reports and to make
any necessary decisions thereon.</p> |
| <p>a) Digwyddiadau rhwydweithio 2021.
b) Gwefan Cittaslow Llangollen.</p> | <p>Networking events 2021.
Cittaslow website.</p> |
| <p>5. Adroddiadau Aelodau.
I derbyn adroddiadau ar faterion o
ddiddordeb gan Aelodau sy'n cynrychioli'r
Pwyllgor ar y cyrff neu'r sefydliadau allanol.</p> | <p>Members Reports.
To accept reports on matters of interest from
Members representing the Committee on
outside bodies or organisations.</p> |
| <p>6. Gohebiaeth.
I ystyried gohebiaeth a dderbyniwyd ac i
wneud unrhyw benderfyniadau
angenrheidiol arno.</p> | <p>Correspondence.
To consider correspondence received and to
make any necessary decisions.</p> |
| <p>7. Adroddiadau a gyflwynwyd i'r Pwyllgor.</p> | <p>Reports submitted to the Committee.</p> |

Adroddiadau
Reports

Mae adroddiadau yn ddogfennau gwaith ac felly nid yw nhw cael eu cyfieithu.
Reports are working documents and are therefore not translated.

REPORT AUTHOR: Town Clerk.
SUBJECT: Networking events 2021.
REPORT FOR: Decision.

1. Summary

1.1 To consider Cittaslow networking events 2020.

2. Background

2.1 At the March 2021 Committee meeting Committee Members resolved to implement It was proposed, seconded, and resolved that the Committee recommend to the Town Council that the committee undertakes a further series of webinars in the autumn which was subsequently ratified by the Town Council.

2.2 The webinars will follow the style of the previous series with a series of events around Cittaslow principles/themes with invited speakers from local groups to present what they are working on around that theme and their priorities as they look towards the future. Again, the events would be open to the public, with question and answers sessions verbally and via comments or the chat function.

2.3 Members need to agree the themes, dates and which Committee member would chair each webinar to lead and act as a raconteur. A suggestion at the meeting in March was that the first webinar would be held as close as possible to Cittaslow Sunday which this year is in the with monthly sessions following during the autumn.

2.4 The structure of the webinars will be as the last series: -

- a) Short intro by the Cittaslow rep: Welcome, quick overview of Cittaslow and introductions
- b) 10 minute presentations from each speaker on some or all of the themes outlined below
- c) 20-40 minutes discussion
- d) Thanks, and wrap up by Councilor.

2.5 Webinars will be recorded so residents can listen to the sessions in their own time if they cannot join the live meetings. From the discussions it is envisaged that the Committee will be able to understand whether community priorities have changed since previous consultation work and the webinar programme which will facilitate the review and potentially revision of future Cittaslow priorities

3. Recommendation.

3.1 In order to continue the engagement activities of the Committee; Members are asked to agree the themes, dates and allocation of Committee members to act as raconteurs

4. Reasons for recommendation.

4.1 To bring forward proposals in line with the Committee's terms of reference to ensure the efficient and effective management of Town Council programmes.

REPORT AUTHORS: Town Clerk.
SUBJECT: Cittaslow Llangollen website.
REPORT FOR: Decision.

1. Summary.

1.1 To consider actions in relation to the Cittaslow Llangollen Website.

2.0 Background.

2.1 The Committee previously resolved to transfer the Cittaslow website from GoQuanto to ACS Technology (ACS) servers.

2.2 In March the Town Clerk gave a brief update on work on the transfer. He was able to confirm that ACS had a copy of the website but there were still some difficulties in respect to transferring the domain. Whilst the domain looked like it has been unlocked ACS Technology do not have the transfer authorisation code despite several emails have been sent to GoQuanto. Unfortunately, despite more requests this has still not been actioned.

2.3 Given that request for transfer authorisation code often expire relatively quickly one solution to the problem could be the purchase a new domain name such as cittaslowllangollen.org which is currently available at a very modest cost (Welcome Offer £1/year for 1 year and then £16/year) and this would prevent any further issues in respect to this matter.

2.4 As stated above, ACS have been able to copy the website, as it stands onto their servers, but upon examination unfortunately they have advised that site is built using a very old version of WordPress. It also contains some 20 plus addons and ACS are concerned that if they update the website to the most recent version of WordPress a number of these addons may not work or more specifically could cause compatibility issues with the other elements of the website's functionality. Clearly ACS do not wish to do this without the express permission of the Committee.

2.5 Consideration, therefore, needs to be given as to how to proceed and whether Committee members are happy to allow ACS to upgrade the software to the most recent version of WordPress so that the website can be worked on to improve its functionality and provide the most up to date information.

2.5 Clearly there is a risk in this action and there could be additional costs, above and beyond what ACS would be charging to update content etc., should the upgrade prevent the site from working effectively. However, the alternative would mean having to tender for the production of a new website which could be at a compatible if not greater cost than simply having to make adjustments to the existing website, should the need arise

3. Recommendation.

3.1 It is recommended that the Committee agrees to:-

- a) ACS technologies upgrading the WordPress software and reporting back to Committee on the work required, if necessary, to sure that an effective website is provided and,
- b) that the Committee agree to purchase the cittslowllangollen.org domain name as a

fallback solution should the transfer of the existing domain not be forthcoming.

4. Reason for the recommendation.

4.1 To ensure the efficient and effective management of Town Council assets.

Pwyllgor Cittaslow

Cittaslow Committee

Agenda 23.11.2021.

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|--|---|
| <p>1. Ymddiheuriadau am absenoldeb.
I dderbyn, ystyried a derbyn
Ymddiheuriadau am absenoldeb.</p> | <p>Apologies for absence.
To receive, consider and accept apologies for absence.</p> |
| <p>2. Datganiadau o Fuddiant.
I dderbyn unrhyw ddatganiadau o
fuddiant ar eitemau ar yr agenda.</p> | <p>Declaration of Interest.
To receive any known declarations
of interest in items on the agenda.</p> |
| <p>3. Cofnodion.
I awdurdodi'r Cadeirydd i arwyddo
cofnodion yr Cyfarfod Pwyllgor a
gynhaliwyd ar 27.06.21 yn gofnod cywir.</p> | <p>Minutes.
To authorise the Chair to sign the minutes of
the previous Committee meeting held on
27.06.21 as a correct record.</p> |
| <p>4. Adroddiadau.
I derbyn ac ystyried adroddiadau a gwneud
unrhyw benderfyniadau angenrheidiol arno
Cynllun Grantiau Cymunedol.</p> <p>a) Digwyddiadau rhwydweithio 2021.
b) Gwefan Cittaslow Llangollen.</p> | <p>Reports.
To receive and consider reports and to make
any necessary decisions thereon.</p> <p>Cittaslow promotional activities.
Volunteer and funding fairs.</p> |
| <p>5. Adroddiadau Aelodau.
I derbyn adroddiadau ar faterion o
ddiddordeb gan Aelodau sy'n cynrychioli'r
Pwyllgor ar y cyrff neu'r sefydliadau allanol.</p> | <p>Members Reports.
To accept reports on matters of interest from
Members representing the Committee on
outside bodies or organisation.</p> |
| <p>6. Gohebiaeth.
I ystyried gohebiaeth a dderbyniwyd ac i
wneud unrhyw benderfyniadau
angenrheidiol arno.</p> | <p>Correspondence.
To consider correspondence received and to
make any necessary decisions.</p> |

Adroddiadau a manylion ariannol.
Mae adroddiadau a manylion ariannol yn
ddogfennau gwaith ac felly nid ydynt
wedi'u cyfieithu.

Reports and financial details.
Reports and financial details are working
documents and are therefore not
translated.

REPORT AUTHOR: Town Clerk.
SUBJECT: Cittaslow promotional activities.
REPORT FOR: Decision.

1. Summary

1.1 To consider Cittaslow Committee promotional activities.

2. Background

2.1 There are a number of promotional activities planned which unfortunately have been delayed due to several factors, including the recent sickness absence of the Town Clerk, that need to be reassessed and rescheduled.

3. Website.

3.1 The position on the website is that Members resolved at the last meeting to allow ACS Technology to upgrade the WordPress software and report back to Committee if any further work is required and, that the cittaslowllangollen.org domain name be purchased as a fallback solution should the transfer of the existing domain name not be forthcoming.

3.2 However following, following contact from the Chair committee this has been delayed as she had concerns that changing the www.cittaslowllangollen.wales domain name at this point could delay the publication of the newsletter and she requested that any actions should be held off until after the publication of the newsletter. In the meantime, and despite further communications with the current host company, they have not shared the unlock details.

3.3 As the site has not been upgraded the risk that this action could prevent the site from working effectively remains as does the potential of additional costs, above and beyond what ACS would be charging to update content etc. However, as previously discussed the alternative would mean having to tender for the production of a new website which could be at a compatible if not greater cost than simply having to make adjustments to the existing website, should the need arise.

4. Webinars.

4.1 The webinar program was due to start this month however, as previously stated, due to the Clerks illnesses this has not been achievable. The sessions were therefore suggested to be rescheduled as detailed below: -

12 January 2022: Travel and transport, facilitator Cllr Lovelock.

26 January 2022: Energy and housing, facilitator Cllr Carol.

9 February 2021: Community, Health and Wellbeing, facilitator Cllr Cheminai.

23 February 2021: Environment, Food and Farming, facilitator Cllr Lovelock.

9 March 2022: Culture, Tourism and Employment, facilitator Cllr Mile.

4.2 Unfortunately neither Cllr Carol or Cllr Lovelock were available on their scheduled date to facilitate their webinar therefore the revised schedule detailed below is now suggested, which also avoids the February half term:-

12 January 2022: Travel and transport, facilitator Cllr Lovelock.

26 January 2022: Community, Health and Wellbeing, facilitator Cllr Cheminai.

9 February 2021: Energy and housing, facilitator Cllr Carol.

16 February 2021: Environment, Food and Farming, facilitator Cllr Lovelock.

9 March 2022: Culture, Tourism and Employment, facilitator Cllr Mile.

5. Newsletter.

- 5.1 The first newsletter has been produced and has been well received. Looking forward Members need to consider the frequency of the publication of future newsletters which are costing around £300 to print 600 copies. Again, the absence of the Town Clerk caused problems in terms of getting the printing paid for which has now been resolved. It may therefore be appropriate to determine the frequency and print volumes and seek fix price quotations from printers for the next 12 month period to provide continuity.

6. Recommendations..

- 6.1 It is recommended that the Committee:-
- a) Instructs ACS technologies to upgrade the WordPress software to ensure that an effective website is provided,
 - b) agrees the revised webinar schedule,
 - c) determines the frequency and print volumes for the newsletter and seek fix price quotations from printers for the next 12 month period.

7. Reasons for recommendations.

- 7.1 To bring forward proposals in line with the Committee's objective to improve the quality of life in Llangollen

REPORT AUTHOR: Town Clerk.
SUBJECT: Volunteer and funding fairs.
REPORT FOR: Decision.

1. Summary.

1.1 To consider volunteer and funding fairs.

2. Background.

2.1 Prior to the pandemic the Committee considered a report was as to whether the Cittaslow Committee could facilitate improvements in funding coordination among community groups and organisations. At a subsequent meeting Ms M. Davies provided information on relevant activities being organised by Denbighshire Voluntary Services Council which included a funder fair, and it was suggested that one of these could be held in Llangollen. Unfortunately, a month later the Country went into lockdown

2.2 In addition the Committee had planned a volunteer fair for Cittaslow Sunday which did not happen due to the Clerks illnesses and have previously discussed inviting groups seeking funding to a coordination meeting

3. Options for the future.

3.1 Consideration must be given to either abandoning the idea of holding volunteer and funding fairs or moving forward with these events.

3.2 Volunteer fair.

The proposal to hold a volunteer fair on Cittaslow Sunday similar to the event hosted by the Cittaslow committee in 2019 which a number of participants felt was very useful. Volunteer fairs are a great recruitment tool. Potential volunteers can browse stands in a welcoming environment, while, at the same time, local organisations have the opportunity to raise public awareness of their activities. A volunteer fair also allows individuals who are considering donating time a chance to explore the options available in their area.

3.4 Post pandemic a number of local groups and organisations have struggled to continue with their activities as the number of individuals volunteering have diminished. In order to assist in the process of revitalising the voluntary sector in Llangollen here is merit in establishing a volunteer fair in the near future, possibly in conjunction with Denbighshire Voluntary Services Council.

3.5 Funding Fair.

At previous networking events, hosted by the Cittaslow Committee, some of the larger community groups talked about working together on larger funding proposals (e.g. £50,000 or more), and improving coordination among them to avoid submitting proposals that conflict or clash in timing; and to explore whether joint proposals to the same funder would strengthen the proposals and improve likelihood of funding.

3.6 Whilst the Cittaslow Committee provides networking opportunities it is felt that a more structured meeting would be beneficial on this matter, and the agenda would include:-

- initial networking time;

- roundtable introductions from each group with a summary of up-coming projects / funding proposals,
- open discussion on opportunities for coordination and collaboration;
- Next steps

3.7 Possible groups to be invited could include, but not limited to, the following:--

- Llangollen Trade and Enterprise
- Friends of the Earth Llangollen
- Llangollen International Musical Eisteddfod
- Canal and River Trust
- Llangollen Fringe
- Llangollen Railway
- Llangollen Wharf
- Llangollen Museum
- Denbighshire Voluntary Services Council.
- South Denbighshire Community Partnership
- Ysgol Bryn Collen
- Ysgol Dinas Bran
- Ysgol Y Gwernant
- Dee Valley and Clwydian Range AONB

3.8 In addition, as the Cittaslow website is now live, such a meeting would also be an opportunity to show these larger groups how the website might benefit their members, and how to access their part of the site.

4. Recommendations.

4.1 It is recommended that the Cittaslow Committee facilitates both a volunteer fair and a strategic funding meeting in the spring of 2022 to include the community groups detailed in this report.

5. Reasons for recommendation.

5.1 To expedite Cittaslow projects and support the local community in line with the Committee's objective to improve the quality of life in Llangollen.

Pwyllgor Cittaslow

Cittaslow Committee

Agenda 25.01.2022

- | | |
|---|--|
| <p>1. Ymddiheuriadau am absenoldeb.
I dderbyn, ystyried a derbyn
Ymddiheuriadau am absenoldeb.</p> | <p>Apologies for absence.
To receive, consider and accept apologies for absence.</p> |
| <p>2. Datganiadau o Fuddiant.
I dderbyn unrhyw ddatganiadau o fuddiant
ar eitemau ar yr agenda.</p> | <p>Declaration of Interest.
To receive any known declarations of interest
in items on the agenda.</p> |
| <p>Cofnodion.</p> <p>3. I awdurdodi'r Cadeirydd i arwyddo
cofnodion yr Cyfarfod Pwyllgor a gynhaliwyd
ar 23.11.21 yn gofnod cywir.</p> | <p>Minutes.
To authorise the Chair to sign the minutes of
the previous Committee meeting held on
23.11.21 as a correct record.</p> |
| <p>Adroddiadau.</p> <p>4. I derbyn ac ystyried adroddiadau a gwneud
unrhyw benderfyniadau angenrheidiol arno.</p> | <p>Reports.
To receive and consider reports and to make
any necessary decisions thereon.</p> |
| <p>a) Diweddariad gweminar a'r camau nesaf.
(Llafar diweddariad</p> | <p>Webinar update and next steps. (Verbal
update)</p> |
| <p>b) Diweddariad ar gynnydd y cylchlythyr. (Llafar
diweddariad)</p> | <p>Newsletter progress update. (Verbal update)</p> |
| <p>c) Ffeiriau gwirfoddoli a chyllid. (Llafar
diweddariad)</p> | <p>Volunteer and funding fairs. (Verbal update).</p> |
| <p>d) bwyd-amaeth yn Nyffryn Dyfrdwy</p> | <p>Agri-food within the Dee Valley.</p> |
| <p>Adroddiadau Aelodau.</p> <p>5. I derbyn adroddiadau ar faterion o
ddiddordeb gan Aelodau sy'n cynrychioli'r
Pwyllgor ar y cyrff neu'r sefydliadau allanol.</p> | <p>Members Reports.
To accept reports on matters of interest from
Members representing the Committee on
outside bodies or organisation.</p> |
| <p>Gohebiaeth.</p> <p>6. I ystyried gohebiaeth a dderbyniwyd ac i
wneud unrhyw benderfyniadau
angenrheidiol arno.</p> | <p>Correspondence.
To consider correspondence received and to
make any necessary decisions.</p> |

Adroddiadau a manylion ariannol.
Mae adroddiadau a manylion ariannol yn
ddogfennau gwaith ac felly nid ydynt
wedi'u cyfieithu.

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REPORT AUTHOR: Committee Chair.
SUBJECT: Agri-food within the Dee Valley.
REPORT FOR: Decision.

1. Summary.

- 1.1 To consider commissioning consultants to do a short study on agri-food within the Dee Valley.

2. Background.

- 2.1 Funding is available from Cadwyn Clwyd for a study to be conducted to consider agri-food within the Dee Valley. The timing of such a study is useful given the forthcoming Levelling Up investment into the Pontcysyllte Aqueduct and Llangollen Canal and North Wales Growth Deal investments in this area scaling up net zero agriculture, food production and food-related tourism. Agriculture and food feeds into Cittaslow priorities and are frequently identified as a sector valley residents would like to see expand e.g., Shape My Llangollen draft plan.

3. Opportunity.

- 3.1 The funding could be used to hire consultants to do a short study looking into the following
- a) Map existing agri-food businesses from Corwen to Wrexham) - what businesses, support services and networks exist, what those businesses are doing / planning
 - b) Identify key political, economic, social, technological, legal and environmental trends related to the agriculture and food sectors that valley businesses should be aware of
 - c) Identify strengths, weaknesses, opportunities and threats considering food production, food manufacturing, food tourism, food supply chains etc
 - d) Consider business and innovation opportunities e.g. potential for town-centre vertical / indoor growing (linking with/building on Ty Pawb / Horticulture Wales ideas, Wrexham Food Centre) as part of town regeneration and tourism ideas, as well as links with community growing initiatives.
 - e) Identification / consideration of any key investments that would help deliver on opportunities or mitigate threats.
- 3.2 The report would provide valuable detail for local plans e.g. Shape My Llangollen, provide pointers for local businesses on opportunities for investment, and provide a steer on more strategic investments that Llangollen Town Council may wish to explore with Denbighshire County Council or other partners. The report would need to be wrapped up by June, but could potentially be done in a shorter period if needed.

4. Delivery options.

- 4.1 The project could be either
1. Led by Taste Dee Valley.
 2. Led by Cittaslow.
- 4.2 The Cittaslow Committee's remit extends to co-ordinate initiatives and grant applications in line with the agreed strategy for the future of the town, but a final

decision on funding support for an application would lie with the Town Council .

- 4.3 If Members were minded to proceed, delivery would require the completion of a funding application form; draft call for tenders; selection of consultants based on tenders received, 2-3 meetings with consultants to initiate and support research and a review of the final report

5. Recommendations.

- 5.1 It is recommended that the Committee Members consider the options offered in this report, subject to any funding requirements being ratified by the Town Council.

6. Reasons for recommendation.

- 6.1 To expedite Cittaslow projects and support the local community in line with the Committee's objective to improve the quality of life in Llangollen.

Pwyllgor Cittaslow

Cittaslow Committee

Agenda 22.03.2022

- | | |
|---|---|
| 1. Ymddiheuriadau am absenoldeb.
I dderbyn, ystyried a derbyn
Ymddiheuriadau am absenoldeb. | Apologies for absence.
To receive, consider and accept apologies for
absence. |
| 2. Datganiadau o Fuddiant.
I dderbyn unrhyw ddatganiadau o fuddiant
ar eitemau ar yr agenda. | Declaration of Interest.
To receive any known declarations of interest
in items on the agenda. |
| Cofnodion.
3. I awdurdodi'r Cadeirydd i arwyddo
cofnodion yr Cyfarfod Pwyllgor a gynhaliwyd
ar 25 Ionawr 2022 yn gofnod cywir. | Minutes.
To authorise the Chair to sign the minutes of
the previous Committee meeting held on 25
January 2022 as a correct record. |
| Adroddiadau.
4. I derbyn ac ystyried adroddiadau a gwneud
unrhyw benderfyniadau angenrheidiol arno.
a) Ffeiriau gwirfoddoli ac ariannu.
b) Cylchlythyr Cittaslow. | Reports.
To receive and consider reports and to make
any necessary decisions thereon.
Volunteer and funding fairs.
Cittaslow newsletter. |
| Adroddiadau Aelodau.
5. I derbyn adroddiadau ar faterion o
ddiddordeb gan Aelodau sy'n cynrychioli'r
Pwyllgor ar y cyrff neu'r sefydliadau allanol. | Members Reports.
To accept reports on matters of interest from
Members representing the Committee on
outside bodies or organisation. |

REPORT AUTHOR: Town Clerk.
SUBJECT: Cittaslow newsletter.
REPORT FOR: Decision.

1. Summary.

1.1 To consider quotations received to for the printing of the Cittaslow newsletter.

2. Background.

2.1 At the meeting held on the 23 November 2021 it was resolved to seek a fixed price quotations from printers for the next 12 month period.

2.2 Therefore, invitations to quote and instructions were prepared and sent out to Printing Solutions Chirk, A5 Publications Corwen, WT Evans Wrexham, Fineline Ruthin and Shropshire Design and Print Solutions Oswestry, together with a specification with the main objectives to provide:

- a) A5 portrait self-cover, 115 gsm 100% recycled and silk-coated paper (FSC® certified)
- b) printed in colour throughout, collated, folded, stitched and trimmed,
- c) 850 copies of each edition.
- d) pages will vary in each edition from 12pp 16pp, 24pp, and 28pp, costing for each should be supplied
- e) cost of 50 and 100 run on copies

2.3 By the due date for the submission, the following quotations had complied with the invitations to quote and instructions.

Edition size	Price 850 Copies	Run on		Price 850 Copies	Run on		Price 850 Copies	Run on	
		50	100		50	100		50	100
	Fineline	50	100	Printing Solutions	50	100	W T Evans	50	100
12pp	£284.00			£200.00	£75.00	£95.00	£350.00	£94.00	£110.00
16pp	£350.00			£250.00	£100.00	£110.00	£440.00	£110.00	£145.00
24pp	£479.00			£350.00	£120.00	£130.00	£636.00	£135.00	£165.00
28pp	£543.00			£395.00	£135.00	£150.00	£720.00	£142.00	£179.00

3. Recommendations.

3.1 That the Committee agrees to appoint Printing Solutions Chirk.

4. Reason for recommendations.

4.1 To deliver effective Town Council services and ensure fiscal probity.

REPORT AUTHOR: Town Clerk.
SUBJECT: Volunteer and Funding Fairs.
REPORT FOR: Decision.

1. Summary.

1.1 To receive and confirm the arrangements for Volunteer and Funding Fairs.

2. Background.

2.1 At the meeting held on the 25 January 2022 it was resolved to contact the Denbighshire Voluntary Services Council (DVSC) to see if a collaborative approach could be taken on these events.

2.2 The Town Clerk has therefore contacted DVSC and has discussed both fairs with their Enterprise and Learning Officer and Business Manager. Both officers felt there was considerable merit in working together on both the volunteer and funding fairs and made some positive suggestions based on their experience of hosting these events in the past. They particularly emphasised the need to have an adequate lead in time to advertise and promote such events and therefore felt that it would be more appropriate for these to take place during the summer months.

2.3 In respect to the volunteer fair it was suggested that this could be focus on volunteering week in June and therefore it is suggested that it would take place on the 9th of June in the Town Hall between 10.00 to 3.00 pm.

2.5 This will be followed by the funding fair, again being held in the Town Hall with auditorium being used to host a number of local funding providers. The Chamber, which by this time will be fitted out with video conferencing facilities, would be used to allow funders based in Cardiff or further afield who would find it difficult to travel for a one off event to host one to one sessions with individuals or workshop sessions on the grants they have to offer. It is proposed that this event would held on the 30 June 2022.

2.7 In the spirit of partnership the Town Council would provide the facilities free of charge and would support any promotional and advertising cost, yet to be determined.

3. Recommendations.

3.1 That the Committee: _

- a) agrees to the arrangements for the volunteer and funding fairs.
- b) seeks the approval of the Town Council to provide the facilities free of charge.
- c) supports any promotional and advertising cost for the Cittaslow Cost Code.

4. Reason for recommendations.

4.1 To expedite Cittaslow projects and support the local community in line with the Committee's objective to improve the quality of life in Llangollen.