

MINUTES OF A MEETING OF THE BONFIRE SUB-COMMITTEE, HELD ON THURSDAY 28TH JUNE 2018 AT 12 NOON IN THE COMMITTEE ROOM AT THE TOWN HALL, RHIW ROAD, COLWYN BAY

PRESENT: Cllr Jeff Pearson, (Acting Chairman) **JP** and
Cllr Malcolm Worth, Bay of Colwyn Town Council **MW**
Terry Kierney **TK**, NW Fire & Rescue Service
Tom Gravett **TG** CCBC ERF Dept
Richard Orme **RO**, Shaun Thompson **ST**, Neil Williams **NW**
and Lorraine Yorke **LY**, CCBC Leisure Service

OFFICER: Tina Earley, Town Clerk **TE**

63/18 Sub-Committee Membership Changes and Election of Chairman:

It was noted that Cllr Chris Hughes, Chairman of the Sub-Committee for 2017-18, had submitted apologies.

Resolved to elect Cllr J Pearson as Acting Chairman of the Sub-Committee for this meeting.

Cllr Pearson then welcomed Richard Orme, Colwyn leisure Centre, to his first meeting.

64/18 Apologies for Absence:

Apologies for absence were received from P Harris (CCBC), Cllr C Hughes, C Jones (NW Police) and K Jones (NW F&RS).

65/18 Minutes:

Resolved to approve and sign the minutes of the last meeting, held on 3rd October 2017.

66/18 Finance:

The Clerk tabled, for information, a finance report to include the outturn for the 2017 event and budget for 2018. It was noted that the budget for first aid cover had been increased to cover the likelihood of paramedic cover being required, due to increased attendance in recent years.

Resolved to note the finance report.

67/18 2017 Event:

The Sub-Committee received and considered feedback on last year's event, to include:

- a) ST shared gave a brief verbal report on the debrief summary from the Event Log. It was noted that there had been no major incidents, but that it had been noted that:
 - i) Access to the control room should be restricted to key personnel only, to prevent unnecessary background noise.

- ii) There had not been enough stewards in some areas (Gate C parking and Eirias School gates – Leisure Centre stewards needed).
 - iii) Leisure centre staff didn't have access to a control radio.
 - iv) Stewards need to be reminded of radio etiquette – keeping messages brief and to the point.
- b) Correspondence from ST confirming estimated attendance numbers for the event (7,486). TE explained the impact this would have on the risk assessment scoring for the event by St John's and the likely requirement for paramedic cover for the event in 2018.

Resolved to authorise the Clerk to contact St John's to book paramedic cover for the event for 2018, based on the likelihood of an increased medical risk assessment scoring.

- c) E-mail correspondence from TK regarding unexpected early fireworks and the cash collection. TK explained that the damp weather had caused problems with some of the electronic ignition equipment. New boxes have been built to prevent a similar problem occurring this year. This affected the timing of the display, meaning that the fireworks were over quicker than in previous years.
- d) Any other feedback:
- i) Lots of positive comments had been heard by stewards when people were exiting the park.
 - ii) Collection buckets are needed on Gate B, to catch all those exiting the park through the stadium/Gate C.
 - iii) JP queried why there were no fairground rides. It was noted that only younger children's rides were permitted at the family event and that the operator had declined the offer to bring any of these.

68/18 2018 Event:

Members were asked to consider the following:

a) Date of the 2018 event:

It was noted that the event is usually held on 5th November, unless this falls on a Saturday or Sunday (due to clash with Llandudno on Saturday and increased staff costs for a Sunday event). As the 5th falls on a Monday, this would be the preferred date, unless increased CCBC staff costs for preparation work are more than the budget available.

Resolved to recommend that the event is held on Monday 5th November, subject to confirmation from CCBC that costs for staff and barriers will be no more than £400 higher than last year.

b) The bonfire and fireworks site, to include the location for the bonfire, and any changes to the safety or viewing zones:

LY reported that work on the new 4G pitch would be completed well before the event, but that part of it is within the 'fall-out' zone for the fireworks.

TK confirmed that a thorough survey of all fireworks debris in the fall-out zone had been carried out last year, as requested. This had confirmed that debris had been restricted to within a 30m zone from the ignition site and that most of the debris was cardboard, some of which may have still been smouldering. The wind had been light last year (approx 18-23 mph NE). The extent of the anticipated fall-out zone would be impacted on by different wind speed and/or wind direction.

A discussion took place regarding possible mitigation measures which could be taken, to ensure the likelihood of any damage to the 4G pitch is as low as possible.

Resolved that:

- i) TK will send a report to LY confirming the survey results from last year's event.***
- ii) TK to consider the possibility of a secondary ignition site, in case the wind speed/direction increases the possibility of damage to the new pitch and/or John Hardy requires changes to be made (see v) below).***
- iii) TK to contact Kim Bolton to get information about the nature of any fall-out materials.***
- iv) LY to arrange for TK to be supplied with a small sample of 4G pitch to enable some controlled testing to be undertaken, to assess the level of potential risk of damage.***
- v) LY to discuss the report and any additional information with John Hardy and confirm, after discussion with TK, whether any changes are required to the firing zone.***

It was noted that the bonfire site has recently been levelled (to improve drainage) and re-seeded and that there was no reason why this site could not be used for the bonfire site again this year, with the same preparation and after-event clean up to remove any debris and reinstate the grass.

Any changes to the viewing and/or fall-out zones would be considered once the fireworks firing site has been agreed.

c) Disabled Viewing Zone:

It was noted that the disabled viewing zone would need to be moved slightly this year, as site of the fireworks display had been restricted by trees last year (the leaves were still on the trees).

LY to consider the position of the disabled viewing area.

d) The Fireworks order (including delivery and storage)

It was noted that records indicate that it is likely that this is the 50th anniversary of the bonfire and fireworks event being held in Eirias Park. The Colwyn Bay Fire Service have been an integral partner in the event, since its inception.

Resolved to recommend that 'Get Set Go Events', run by local firefighters, is given the fireworks contract again for the 2018 event and that TK be asked to incorporate a special 50 firework, to commemorate

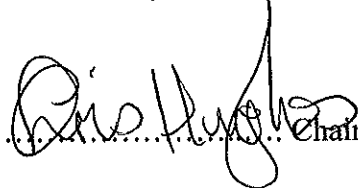


the special anniversary.

69/18 Next Meeting:

It was noted that a meeting will be convened in September (prior to any meeting of the Safety Advisory Group) to consider any remaining preparation for the event.

The meeting closed at 12:45 a.m.


..... Chairman