

Minutes of Culture, Tourism and Communications Committee

**Held on Wednesday, 22 October 2025 at 6.30pm
Hybrid Meeting at Ostreme Centre and via Teams**

Councillors Present: Cllrs. Angela O'Connor (Chair), Rob Marshall (Vice Chair), and Tim Zhou.

Officers Present: Kerry Grabham – CO and Ian Hughes – CSO

CT2510-01 Apologies for Absence
Cllr Martin O'Neill, Laura Gilbert, David Lewis and Cllr Richard Jarvis.

CT2510-02 Declarations of Interest
None

CT2510-03 Minutes of the Previous Meeting of the Committee
To approve the minutes of the meetings held on 24 September 2025 as a true record.

RESOLVED: to approve the meeting minutes held on 24 September 2025 as an accurate record.

CT2510-04 Update on actions from previous meetings.
The CSO updated the committee on all outstanding actions having previously circulated the full list of outstanding 'actions' to committee members.

RESOLVED: Outstanding actions updated and shown as complete where appropriate; details recorded in 'action' report, together with newly created actions.

CT2510-05 Budget Monitoring Report to 31/08/2025 - RFO, Paul Beynon

Financial reports prepared by RFO, Paul Beynon had previously been distributed to committee members. No questions relating to the budget reports had been provided either to the CSO or the RFO prior to the meeting.

No questions relating to the reports were raised with the CO during the meeting

RESOLVED to approve the budget monitoring report to 31 August 2025

CT2510-06 Budget 2026/27

The RFO had previously circulated the Budget Timetable 2026/27 report to the Committee, the report outlined the actions required to be taken by Council and Committees leading up to the approval of the budget and precept by Council by 31/01/2026.

CLlr Marshall stated that he would be submitting a budget proposal form in relation to reintroducing The Mumbles Boules Competition at Southend Gardens. This competition covers all age ranges and abilities and would entail a nominal fee for participation with proceeds going to a local charity. There is a cup already in existence for the winner and budget requirements would be minimal covering items such as hiring the venue.

The CO reminded Councillors of the need to submit budget proposal forms before 31.10.2025.

RESOLVED that budget proposal forms be submitted by e-mail to the RFO before 31st October 2025.

CT2510-07 Ideas/Events for The Hub

The CO reminded The Committee that Full Council had agreed that in the first instance recommendations for The Hub are to be submitted to a committee currently consisting of The CO, Hannah Hunter and Natalie Williams with opportunities available for an appeals process.

The CO was also mindful that in terms of planning future events the existing arrangements for The Hub with MCC finish at the end of December 2025. Christmas events at The Hub to be discussed under relevant agenda item (Christmas **CT2510-08**)

The Chair, Cllr O'Connor stated that the 'Toast and Toys' initiative for parents would be commencing from 23rd October between 9am and noon.

Cllr Marshall hoped to progress the following ideas as potential events for The Hub in the future:

- Cabaret Evenings
- Opera Suppers
- West End type events
- Other musical events.

RESOLVED Any event ideas for The Hub to be submitted by e-mail to CO for the attention of The Hub Recommendations Working Group.

CT2510-08

Christmas 2025

Following on from the success of the land train at Christmas in 2024 it was the consensus of the committee that a similar event should be held again in 2025. The cost of arranging a land train is £240 with additional expenditure required for children's selection chocolate boxes etc.

RESOLVED The cost of arranging a land train and additional expenditure to be paid for through delegated powers of CO and RFO. In addition, where necessary the cost of Christmas motifs and lights to be covered through same delegated powers.

Currently each of the four wards within MCC has a separate budget of £750 for Christmas parties. Whilst these are currently run separately consideration was given to combining some or all of these parties thereby simplifying the necessary arrangements. However, the individual character of each ward together with the demographics of the area was also considered.

RECOMMENDED To either retain existing system of each of the four wards being responsible for Christmas parties or whether to 'pool' resources into one party covering the whole of MCC with arrangements being made to facilitate transport for residents to the event.

RECOMMENDED As an alternative to the above recommendation consideration be given to holding two Christmas parties within MCC, with two wards amalgamating for each of the two proposed events.

CT2510-09 MumblesFest 2026 – Update

The date for MumblesFest 2026 has been confirmed as being on the 6th June 2026.

The Committee agreed that the bookings of acts and other arrangements need to be progressed however no payments can be made until April 2026 with budgets having to be agreed by Full Council in January 2026.

ACTION Whilst enquiries can be made into potential acts for June's event, CSO to raise approval of expenditure as an agenda item at January's Committee Meeting.

CT2510-10 Ostreme Outside Light Update

The Chair Cllr O'Connor informed the Committee that the outside lights at Ostreme are operational and that the next event is planned for 24th October 2025, when the lights will be illuminated at the request of the RNLI to mark polio.

CT2510-11 Newsletter Update

The Chair, Cllr O'Connor informed the committee that preparations are in hand to publish MCC Newsletter within the agreed timescales.

CT2510-12 Mumbles Folk and Blues Festival Feedback

Cllr Marshall updated The Committee that the 'taster' event held at the Victoria Inn was successful and would be arranging for a brief update to be provided to Cllr O'Connor for inclusion within The MCC Newsletter.

C02510-13 Potential purchase of Marquee by MCC, including policies such as priority use, storage and loaning of marquee

Prior to the meeting The CO had distributed a draft marquee loan policy to committee members.

The use of a marquee is not required by MCC prior to 2026

RESOLVED The draft marquee policy to be taken to MCC's Policy Working Group for consideration.

Recruitment of marketing officer**C02510-14**

The participation of councillors, particularly those connected to the hosting of events within MCC was discussed in relation to the recruiting process and interviewing of candidates.

The CO detailed that the Personnel Committee would be convening on 29th October when the job description would be discussed and questions for the candidates be considered. Each of the candidates will be asked the same questions which will form part of a fair matrix system thereby allowing the most suitable candidate to be successful.

RESOLVED Any Councillor wishing to participate in either process will need to e-mail The CO beforehand, who will also check whether another councillor's participation with the Personnel Committee is appropriate in such circumstances.

Training Plan**C02510-15**

The CO highlighted the need for Councillors to participate in relevant training courses. Examples include health and safety and employment law. The CO regularly circulates lists of courses available.

In answer to councillors' questions the CO confirmed that courses are available for first aid training, food hygiene and safeguarding training.

The meeting ended at 7.22pm.

Next Meeting Wednesday 26th November 2025 at 2.00pm