



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the meeting of the Events Committee held by remote attendance on Tuesday 31<sup>st</sup> March 2026 at 7pm.

*The meeting was held in accordance with:*

**The Local Government and Elections (Wales) Act 2021**

**Present: Councillors:** Cllrs Chris Parker (Deputy Chair), Neil Feist, Andrew Morgan, Robert Smith.

**Clerk to the Council:** Leigh Smith

**Assistant Clerk:** Rebecca Jenkins

**Apologies:** Cllrs Rhys Jenkins, Janine Turner

**Absent:** Cllr David Evans

**Members of the public:** None

### **EV2026/020 Welcome and Apologies**

The Chair welcomed all attendees and expressed the committee's best wishes to Cllr Turner and family.

#### **RESOLVED**

- a) To accept Cllr Janine Turner's reason for absence.
- b) To accept Cllr Rhys Jenkins' reason for absence.

### **EV2026/021 Disclosures of Interests**

Cllr Neil Feist declared a personal interest being a member of Llanharan RFC.

Cllr Andrew Morgan declared a personal interest being a member of Llanharan RFC.

**EV2026/022 Approval of Minutes**

**RESOLVED**

To approve as a true record the minutes of the Events Committee meeting held remotely on 20th January 2026.

**EV2026/023 Public speaking**

None.

**EV2026/024 Correspondence**

Noted.

**EV2026/025 Events Committee Action Plan**

Noted

The committee noted the success of the St David's Day event.

**EV2026/026 Further arrangements for the 2026 Fireworks display**

**RESOLVED**

- a) To hold the 2026 Fireworks display at Llanharan Welfare Ground for the reasons stated in the paper supplied to the committee as Appendix 4.
- b) To instruct the Officers to continue researching the necessary arrangements to use Llanharan RFC in future years.

**EV2026/027 2026 Over 60s' Christmas Lunches**

**RESOLVED**

To hold over 60s' Christmas lunches on Wednesday 16<sup>th</sup> and Thursday 17<sup>th</sup> December 2026 as being the dates proposed by Llanharan OAP Association subject to the availability of caterers and a venue.

**EV2026/028 Caterers - 2026 Over 60s' Christmas Lunches**

**a) RESOLVED**

To engage Cresta Caterers to provide the lunches in 2026 and to book a maximum of 320 places with Menu 2 including the optional Cheese board at £28.92 per head (£34.70 including VAT), and to budget the sum of £9,255 for the purpose.

**b) RECOMMENDED**

To suspend Financial Regulation 11.3 e) ii) on the grounds that the Council have attempted to obtain 3 quotations having requested quotations from local providers but only one of the providers is available on the dates of the events.

11.3e)ii)

*When it is intended to enter into a contract for the supply of goods or materials or for*

*the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in Regulation 11.3, where the value: .....is less than £30,000 (inclusive of VAT) and greater than £1,500 the Proper Officer shall obtain 3 written quotations which clearly detail the priced descriptions of the proposed supply.*

**EV2026/029 Venue - 2026 Over 60s' Christmas Lunches**

**RESOLVED**

To book Llanharan Rugby Club for the 2026 lunches and to authorise the officers to spend the sum of £300 for this purpose.

**EV2026/030 Increased budget for the panto production stage extension**

**RESOLVED**

To book Events Onstage Ltd to supply the stage extension and to increase the budget for the event by £1,175 to £4,173 for the purpose.

**RECOMMENDED**

To suspend Financial Regulation 11.3.e.iii)

*11.3.e.iii)*

*When it is intended to enter into a contract for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in Regulation 11.3., where the value: ... is below £1,500 and above £250 the Proper Officer shall strive to obtain 3 estimates of the cost of proposed supply.*

taking into account the Council's recent previous experience with Events Onstage Ltd, a local company, having provided an excellent service at the VE Day event in 2025, and noting that other companies having been approached for quotations did not respond.

**EV2026/031 Request to undertake the annual Remembrance Day service at Llanharan War Memorial**

**RECOMMENDED**

To accept the request of the Royal British Legion to undertake the management of the annual Remembrance Day service at Llanharan War Memorial, and to refer further planning back to the Events committee supported by the investigation of the Officers.

**EV2026/032 Annual Events timetable**

**RESOLVED**

To instruct the Officers to make the draft Annual Events timetable available to Members for consideration.

**EV2026/033 Urgent information or items suggested to the Clerk for a future agenda**

Cllr Parker volunteered to make further investigations into the licensing requirements for public film screening.

There being no further business the meeting closed at 7.50pm.

**Date of next meeting: TBC**

Councillor Chris Parker  
Deputy Chair, Events Committee.



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the meeting of the Events Committee held by remote attendance on Wednesday 20<sup>th</sup> January 2026 at 6.50pm.

*The meeting was held in accordance with:*

**The Local Government and Elections (Wales) Act 2021**

**Present: Councillors:** Cllrs Janine Turner, Rhys Jenkins, Neil Feist, Chris Parker, Robert Smith, Andrew Morgan.

**Clerk to the Council:** Leigh Smith

**Apologies: None**

**Absent:** David Evans

### **EV2026/013 Welcome and Apologies**

The Chair welcomed all attendees.

### **EV2026/014 Disclosures of Interests**

Cllr Neil Feist declared a personal interest being a member of Llanharan RFC.

Cllr Janine Turner declared a personal interest being a member of Llanharan RFC.

Cllr Andrew Morgan declared a personal interest being a member of Llanharan RFC.

### **EV2026/015 Approval of Minutes**

**RESOLVED**

To approve as a true record the minutes of the Events Committee meeting held remotely on 14th January 2026

**EV2026/016 Public speaking**

None.

**EV2026/017 Holding of a pantomime in November 2026**

***RECOMMENDED***

To hold a pantomime in November 2026 and to set a budget of £1,500. Other aspects of the event to be delegated to the Events Committee and the budget line 'Community Events' delegated to the committee.

**EV2026/0018 Budget for the St David's Day event to be held on 1st March 2026 at Bryncae Community Centre.**

***RESOLVED***

To allocate a budget of £2,000 for the St David's Day event to be held at Bryncae Community Centre on 1<sup>st</sup> March 2026 and the officers authorised to spend up to this amount.

**EV2026/019 Urgent information or items suggested to the Clerk for a future agenda**

None.

There being no further business the meeting closed at 7pm.

**Date of next meeting: TBC**

Councillor Janine Turner  
Chair of the Events Committee.

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**FW: License Query from Councillor Janine Turner**

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**From** The Clerk / Project Officer <project@llanharan cc.gov.wales>  
**Date** Wed 11/03/26 1:34 PM  
**To** Rebecca Jenkins <Rebecca.Jenkins@llanharan cc.gov.wales>

**Leigh Smith**  
**Clerk to the Council.**  
**Llanharan Community Council**  
[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)  
[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)  
[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)  
**Tel: 01443 231430 / 07769 266675**

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**From:** Turner, Janine (Councillor) <Janine.Turner@rctcbc.gov.uk>  
**Sent:** 11 March 2026 13:32  
**To:** The Clerk <clerk@llanharan-cc.gov.wales>  
**Subject:** Fw: License Query from Councillor Janine Turner

Sent from [Outlook for Android](#)

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**From:** Walters, Bethan [REDACTED]  
**Sent:** Tuesday, March 10, 2026 1:32:29 PM  
**To:** Turner, Janine (Councillor) <[Janine.Turner@rctcbc.gov.uk](mailto:Janine.Turner@rctcbc.gov.uk)>  
**Subject:** FW: License Query from Councillor Janine Turner

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Hello Councillor Turner

I've had a look through the Guidance notes for the licensing of films and as this is **not for profit, and in a Community premises** I believe you are covered by the following deregulation:

- 16.6 As a result of deregulatory changes that have amended the 2003 Act23, no licence is required for the following activities:
- Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.

Please ensure you consider age verification and the necessary classification requirements.

If you need anything further, please let me know.

Kind Regards, Bethan

**Details taken on phone - Bryncae Community Centre**  
**Asset transfer from RCT to Llanharan Cty Council**  
**Looking to hold free event in October – showing films for free throughout October half term (non profit)**

**From:** Walters, Bethan <[REDACTED]>  
**Sent:** 10 March 2026 08:29  
**To:** Trilloe, Kim <[REDACTED]>  
**Cc:** Jones, Marc <[REDACTED]>  
**Subject:** RE: License Query from Councillor Janine Turner

Yes, no problem. I'll ring her later today.

Thanks, Beth

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**From:** Trilloe, Kim <[REDACTED]>  
**Sent:** 10 March 2026 07:19  
**To:** Walters, Bethan <[REDACTED]>  
**Cc:** Jones, Marc <[REDACTED]>  
**Subject:** FW: License Query from Councillor Janine Turner

Hi Bethan,  
Can you look into this please?

Thanks

Kim Trilloe  
Health Protection and Licensing Manager

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**From:** Jones, Marc <[REDACTED]>  
**Sent:** 09 March 2026 16:54  
**To:** Trilloe, Kim <[REDACTED]>  
**Subject:** License Query from Councillor Janine Turner

Hi Kim,

Councillor Janine Turner called asking for assistance regarding 'Bryncae Community Centre, Llanharan', who would like to apply for a license to be able to play films for children throughout October half term, free of charge.

Do you know who would be best to deal with this, please?

Any advice would be very much appreciated.

Many thanks

**Marc Jones**

**Swyddog Gwasanaethau Democrataidd / Democratic Services Officer**  
**Gwasanaethau Cyfreithiol a Democrataidd / Legal and Democratic Services**

**Rhagenwau: Fe / Pronouns: He/Him**

**2 Llys Cadwyn**

**Stryd y Taf / Taff Street**

**Pontypridd**

**CF37 4TH**

**Ffôn Symudol: [REDACTED] / Mobile: [REDACTED]**

We welcome correspondence in Welsh and corresponding with us in Welsh will not lead to a delay. Let us know your language choice if Welsh or bilingual.

Os gwelwch yn dda ystyried eich cyfrifoldeb amgylcheddol. Cyn argraffu yr e-bost neu unrhyw ddogfen arall, gofynnwch i chi'ch hun a ydych angen copi caled.



Croesawn ohebu yn Gymraeg a fydd gohebu yn y Gymraeg ddim yn arwain at oedi. Rhowch wybod inni beth yw'ch dewis iaith e.e. Cymraeg neu'n ddwyieithog

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**FW: Entertainment at your events in 2026**

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**From** The Clerk / Project Officer <project@llanharan cc.gov.wales>

**Date** Fri 30/01/26 2:44 PM

**To** Events Committee <EventsCommittee@Llanharancc.co.uk>

 2 attachments (2 MB)

5 (1).jpeg; Greenman (10 of 80).jpg;

Members,

FYI

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)

**Tel: 01443 231430 / 07769 266675**

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**From:** info@rpmdisplay.co.uk <info@rpmdisplay.co.uk>

**Sent:** 28 January 2026 10:12

**Subject:** Entertainment at your events in 2026

Hi there,

Hope this finds you well! I'm touching base as we're booking up for 2026 for both The RPM Bicycle Stunt Show and The Slackline School, an attraction and an activity that have worked really well at hundreds of town and parish events and shows in areas like yours over the last ten years. There are a few pictures attached to give you an idea of what we do. We can set up on any kind of surface.

We can bring something amazing to your space that people will really enjoy, we can be on message and under budget, and there are very few limitations to where we can set up.

If something like this would be of interest to you in 2026, then I was wondering if it would be possible to organise a quick phone call just to see what we can do together?

All the best,

Rich Pearson - Owner & Operator

RPM Bike Trials Display Show

Tel: 07515 727 032

Follow us on Youtube @rpmdisplays or instagram @rpmdisplays

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**RE: Panto - Bryncae Community Centre CF72 9UU 21st Nov 2026. now White**

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**From** The Clerk / Project Officer <project@llanharan cc.gov.wales>

**Date** Thu 12/02/26 11:04 AM

**To** B Price (Llanharan Primary School) [REDACTED]

**Cc** Rhys Jenkins <rhys.jenkins@llanharan-cc.gov.wales>; Rebecca Jenkins <Rebecca.Jenkins@llanharan-cc.gov.wales>; Janine Turner <janine.turner@llanharan cc.gov.wales>; geraint.e.hopkins@rctcbc.gov.uk <geraint.e.hopkins@rctcbc.gov.uk>

Thanks Bethan,

That is wonderful news and I will pass that on.

I expect that the tickets will be free in any case but we will certainly work with you nearer the time to see how we can be creative in terms of allocating the tickets.

Thanks so much for getting back to me.

Regards

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

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**From:** B Price (Llanharan Primary School) <[REDACTED]>

**Sent:** 11 February 2026 15:21

**To:** The Clerk / Project Officer <project@llanharan-cc.gov.wales>

**Subject:** Re: Panto - Bryncae Community Centre CF72 9UU 21st Nov 2026. now White

Good afternoon, Leigh.

This sounds an excellent idea and I would happily support the promotion of tickets within the school.

Would it be possible to offer children with attendance of 100% in Autumn Term in the local schools a free ticket when accompanied by an adult? We are always looking at ways to reward and improve attendance in school and this may motivate some of our pupils. Also, if the Community Council have any other suggestions of how they could support local school attendance, I would be very interested.

Could I also take this opportunity to thank the Community Council for the 'get well' card I was sent during my absence prior to the Christmas holidays. I am now delighted that I have been told that I have no evidence of cancer.

Kind regards,  
Bethan

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**From:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>

**Sent:** 04 February 2026 12:30

**Subject:** FW: Panto - Bryncae Community Centre CF72 9UU 21st Nov 2026. now White

Good afternoon,

The Community Council will be holding a panto at Bryncae Community Centre on Saturday November 21<sup>st</sup> 2026. A show at 3pm and again at 6pm.

The panto will be provided by a theatre company so unfortunately there will be no opportunities to see your favourite councillors dressed in tights or to throw wet sponges at them.

Not at the panto anyway !

In order to ensure as many of the tickets go to local children and their families, we would like to issue tickets to those interested via the local schools in the first instance. This would likely be via Eventbrite or a similar platform, and it is likely that the tickets would be free or very cheap (to be decided). We would probably release tickets in stages to try and ensure fairness.

Details to be determined at a later date but I wanted to reach out now to check that you would comfortable facilitating the distribution of tickets via the school. This could be via a link sent in a text message and/or fliers put into school bags maybe? (That we would provide).

Best regards

Leigh

**Leigh Smith**  
**Clerk to the Council.**  
**Llanharan Community Council**  
[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)  
[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)  
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ei chopïo neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.

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**From:** The Clerk / Project Officer  
**Sent:** 04 February 2026 12:21  
**To:** Events Committee <[EventsCommittee@Llanharancc.co.uk](mailto:EventsCommittee@Llanharancc.co.uk)>  
**Subject:** FW: Panto - Bryncae Community Centre CF72 9UU 21st Nov 2026. now White

FYI

**Leigh Smith**  
**Clerk to the Council.**  
**Llanharan Community Council**  
[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)  
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**From:** The Clerk / Project Officer  
**Sent:** 04 February 2026 12:21  
**To:** 'John@mamproductions.co.uk' <[John@mamproductions.co.uk](mailto:John@mamproductions.co.uk)>  
**Cc:** Janine Turner <[janine.turner@llanharan-cc.gov.wales](mailto:janine.turner@llanharan-cc.gov.wales)>  
**Subject:** Panto - Bryncae Community Centre CF72 9UU 21st Nov 2026. now White

Hi John,

Lovely to speak to you earlier,

As discussed the venue is Bryncae Community Centre

Powel Drive, Llanharan, CF72 9UU.

I will take some photographs and measure the depth of the stage and get back to you as discussed.

As discussed we would like to place a booking please for 21<sup>st</sup> November 2026.

Expecting your arrival at 1.30pm

A performance at 3pm and another at 6pm

Performance lasts 65 minutes and you can incorporate a mid-performance interval if required (given adequate notice).

Any change to booking to be made within 30 days to avoid costs.

Our office address and invoice address is:

Llanharan Community Council,  
2A Chapel Road,  
Llanharan,  
CF72 9QA.

Invoices made out to Llanharan Community Council please.

Feel free to liaise directly with Janine on any details but don't hesitate to call me on the mobile if you need anything.

BTW do you guys produce publicity posters/social media content for the show or have anything we can adapt closer to the time please?

Best regards

**Leigh Smith**  
**Clerk to the Council.**  
**Llanharan Community Council**  
[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)  
[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)  
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Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.

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**From:** Janine Turner <[janine.turner@llanharan-cc.gov.wales](mailto:janine.turner@llanharan-cc.gov.wales)>  
**Sent:** 04 February 2026 11:01  
**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>  
**Subject:** Re: Snow White

Can you go back to him and explain that we want two shows but need to have it approved first.

Many thanks  
Janine

On 4 Feb 2026, at 10:21, The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)> wrote:

Hi,

What are the arrangements for this? Ie how many shows etc... and when?

You have only set a budget of £1,500 for the event.

If you want to increase this to have more than one show you could either hold another committee meeting, or when this comes to full council (The budget) in February you could bring an amendment to increase that amount to the £2,998?

Let me know which way you want to go but I can't book the 2 shows until the budget is altered.

Regards

**Leigh Smith**  
**Clerk to the Council.**  
**Llanharan Community Council**  
[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)  
[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)  
[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)  
**Tel: 01443 231430 / 07769 266675**

Mae'r neges ar gyfer y person / pobl enwedig yn unig. Gall gynnwys gwybodaeth bersonol, sensitif neu gyfrinachol. Os nad chi yw'r person a enwyd (neu os nad oes gyda chi'r awdurdod i'w derbyn ar ran y person a enwyd) chewch chi ddim ei chopio neu'i defnyddio, neu'i datgelu i berson arall. Os ydych chi wedi derbyn y neges ar gam, rhowch wybod i'r sawl sy wedi anfon y neges ar unwaith. Mae'n bosibl y bydd holl negeseuon yn cael eu cofnodi a/neu fonitro unol â'r ddeddfwriaeth berthnasol.

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**From:** Janine Turner <[janine.turner@llanharan-cc.gov.wales](mailto:janine.turner@llanharan-cc.gov.wales)>  
**Sent:** 04 February 2026 08:58  
**To:** The Clerk <[clerk@llanharan-cc.gov.wales](mailto:clerk@llanharan-cc.gov.wales)>  
**Subject:** Fwd: Snow White

Many thanks  
Janine

Begin forwarded message:

**From:** John Simmons <[John@mamproductions.co.uk](mailto:John@mamproductions.co.uk)>  
**Date:** 4 February 2026 at 08:54:52 GMT  
**To:** Janine Turner <[janine.turner@llanharan-cc.gov.wales](mailto:janine.turner@llanharan-cc.gov.wales)>  
**Subject: Re: Snow White**

Good morning Janine

Please could you get in touch with regards our potential visit in November.

Kindest regards  
John

---

**From:** John Simmons <[John@mamproductions.co.uk](mailto:John@mamproductions.co.uk)>  
**Sent:** Monday, January 26, 2026 15:16  
**To:** [janine.turner@llanharan-cc.gov.wales](mailto:janine.turner@llanharan-cc.gov.wales) <[janine.turner@llanharan-cc.gov.wales](mailto:janine.turner@llanharan-cc.gov.wales)>  
**Subject:** Fw: Snow White

Hi Janine

I was just checking to see if it was just the one show you required?, and if so, what time would you like the show to take place?

Kindest regards  
John

---

**From:** John Simmons  
**Sent:** Wednesday, January 21, 2026 11:46  
**To:** Janine Turner <[janine.turner@llanharan-cc.gov.wales](mailto:janine.turner@llanharan-cc.gov.wales)>  
**Subject:** RE: Snow White

Hello Janine

That is great news.

It is Saturday 21<sup>st</sup> November 2026.

If you require x 2 shows, it would be a total of £2,998 (+vat)

Please let me know which would suit you best.

Kindest regards  
John

---

**From:** Janine Turner <[janine.turner@llanharan-cc.gov.wales](mailto:janine.turner@llanharan-cc.gov.wales)>  
**Sent:** 21 January 2026 11:35  
**To:** John Simmons <[John@mamproductions.co.uk](mailto:John@mamproductions.co.uk)>  
**Subject:** Re: Snow White

Hi John

We have now decided to proceed with the pantomime for November.  
Please can you remind if it's the 21st or 28th.  
The council have also asked if it's possible to have 2 performances on  
the same day and the costs involved.

Many thanks  
Janine

On 23 Dec 2025, at 12:19, John Simmons  
<[John@mamproductions.co.uk](mailto:John@mamproductions.co.uk)> wrote:

Hi Janine,

Thank you so much for taking the time to have a chat  
with me earlier.  
As requested, here is an email with all the information  
about what we're offering to bring to you.

Our shows allow us to whisk your children away to the  
magical land of theatre to you, and through the power of  
story telling, music, dance and special effects, we can  
give your children a time they'll never forget!

Please do let me know if you have any questions.  
We are very excited at the prospect of visiting Llanharan  
Communtiy Council, and I hope you are also.

The offer is for our magical Pantomime adaptation of the  
story of,

**Snow White!**

Usually £1,599+vat, **Now only £1,499+vat!**

This magical story follows the tale of Snow White, who runs away from her evil step-mother and stumbles across the friendly Forest People and the handsome Prince Ryder. After being cursed by the step-mother come evil witch, can Prince Ryder save Snow White before it's too late? It touches upon some themes such as reading for jealousy, kindness and trust and has fantastic show highlights including interactive songs and dances, traditional slapstick comedy and even a Makaton section!

- Each show contains 4 professional live actors who come to you
- They can portray up to 15 or more different characters throughout
- We use vibrant stage-quality costumes and props to aid in the storytelling
- Our colourful hand-painted scenery is in three parts to adapt to your hall size
- The sets spin on casters to create new scenes throughout the show seamlessly
- Our performers are all professional singers, dancers, and children's entertainers
- We use special effects for added "wow" factor, like smoke machines and handheld pyros
- Set up in 60mins, the show lasts for 65 minutes and will transform your hall into a theatre
- No audience limits, we only ask for 5 metres in depth of your hall
- No added cost of transport or accommodation, our one-off fee covers everything
- No deposits are required to book; an invoice will be sent to an email for you before the show

Following our visit there will be further special re-booking options as well, please speak to the team leader after the show for details.

I hope this could be of some interest to you and I look forward to hearing from you.

**Kindest regards**  
**John Simmons**  
**Senior Bookings Manager**

<image001.png>

**01292 613361 / 01292 618500**

[www.magicoftheatre.com](http://www.magicoftheatre.com)

**Instagram: @mandmtheatrical**  
**facebook.com/MandMTheatricalProductions**  
**Find us on Trustpilot!**

<image002.jpg>

Name : Janine Turner

Email : [janine.turner@llanharan-cc.gov.wales](mailto:janine.turner@llanharan-cc.gov.wales)

Telephone : 07921278536

School :

Postcode :

Referral : Other

Specific :

### **Message**

Good evening

I'm a councillor at Llanharan Communtiy council.

We are exploring the possibility of holding a pantomime next Christmas.

Please can you let me know if this is something you would be interested in ?

Many thanks

Janine

Ar gyfer yr unigolyn y cyfeirir yr e-bost hwn ato yn unig y mae'r neges a'r atodiadau sydd ynghlwm.

Os ydych wedi derbyn y neges e-bost hon drwy gamsyniad, rhowch wybod i'r anfonwr a'i dileu'n barhaol o'ch system. Os oes cynnwys yn y neges e-bost hon sy'n bersonol neu os oes ynnddi gynnwys nad yw'n gysylltiedig â gwaith Llywodraeth Cymru, ysgolion, y consortia addysg rhanbarthol neu unrhyw awdurdod lleol yng Nghymru, nid ydym yn derbyn cyfrifoldeb am gynnwys o'r fath nac atebolrwydd drosto. Gallai data mewn negeseuon e-bost sy'n cael eu hanfon dros y rhyngwrwyd gael eu llygru, neu gallai negeseuon gael eu darllen cyn iddynt gyrraedd pen eu taith neu gael eu diwygio heb awdurdod; nid oes gennym unrhyw reolaeth dros hyn.

Nid ydym yn atebol am unrhyw feirysau cyfrifiadurol a allai fod yn y neges hon nac am unrhyw golledion yn sgil feirysau. I gael gwybodaeth am y sail a ddefnyddir ar gyfer casglu gwybodaeth bersonol drwy <http://hwb.llyw.cymru>, ewch i <http://hwb.gov.wales/Privacy>, ac i weld telerau defnydd y wefan, ewch i <http://hwb.gov.wales/TermsAndConditions>

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## Llanharan Community Council - Events Committee Action Plan at 25th March 2026

Action no	Date added	Category	From	Action	Notes	Status	Owner
EV2025/008d)	09.07.2025	Events	Events	d) RESOLVED Xmas lunches Llanharan and Brynna Schools to be invited to perform at one day each. The Community Council to fund transport where necessary up to a value of £100. A further donation of £100 to be paid to each school to cover the costs of providing entertainment.	Brynnau and Llanharan invited and confirmed.	Completed	LS
EV2025/008e)	09.07.2025	Events	Events	e) RESOLVED Xmas lunches The Chair of the Council to host both events and organise a quiz with prizes which will be funded from the Chair's allowance. The Chair having volunteered to do so.		Completed	LS
EV2025/008f)	09.07.2025	Events	Events	f) RESOLVED Xmas lunches A raffle will be held at the events with the officers to provide raffle prizes with a budget of up to £250 to be funded under S137 of the LGA 1972.		Completed	LS
EV2025/008g)	09.07.2025	Events	Events	g) RESOLVED Xmas lunches The qualifying criteria for attendance to be that the attendee must be of the qualifying age and must live in the Llanharan Community Council area. Other than that anyone can attend.	Note: Scrutiny of addresses to be applied this year with reference to the electoral role and follow-up if necessary.	Completed	LS
EV2025/008h)	09.07.2025	Events	Events	h) RESOLVED Xmas lunches Carers may attend if required and may receive a free meal. The status of attendees as carers must be made explicit on the booking slips and numbers attending to be monitored by the officers and reported to council following the event. There shall be no documentary evidence required to prove status as a career.		Completed	LS
EV2025/008i)	09.07.2025	Events	Events	i) RESOLVED Xmas lunches To provide a budget of up to £250 for transport (over and above that provided for the schools) and to authorise the officers to spend up to that amount. Booking slips to make explicit that pickups are made from designated collection points only.		Completed	LS

EV2025/019	30/10/2025	Events	Events	<p>EV2025/019 Christmas event</p> <p>RESOLVED</p> <p>To hold a Christmas event at Bryncae Community Centre on 21st December 2025</p> <p>To allocate a budget of £2500 for the event</p> <p>To delegate authority for organising the event to the officers of the council in consultation with interested members.</p>	Organise event	Completed	LS
EV2026/006a)	16/01/2026	Events	Events	<p><del>EV2026/006 Additional arrangements for the 2026 fireworks display including fireworks provider, venue and other aspects of the event.</del></p> <p>a) RESOLVED</p> <p>For the Clerk to obtain quotes from Pendragon for the fireworks display and be authorised to place an order provided that the cost increase from the 2025 event does not exceed 10%. Pendragon having a proven track record of providing safety information and risk assessment, adequate numbers of trained and competent staff and a display of proven quality.</p>	Request quote. Add resolution to suspend financial regulation 11.3e)ii at a subsequent meeting of Full Council. Note this is on the agenda for FC March 2026		LS
EV2026/006b)	16/01/2026	Events	Events	<p><del>EV2026/006 Additional arrangements for the 2026 fireworks display including fireworks provider, venue and other aspects of the event.</del></p> <p>b) RESOLVED</p> <p>For the Clerk to obtain quotations from providers who facilitated the 2025 event for presentation to a future meeting of the committee.</p>	Request quotes from Rocket, Sunbelt, Cardiff entertainment and others later in the year.,		LS
EV2026/006c)	16/01/2026	Events	Events	<p><del>EV2026/006 Additional arrangements for the 2026 fireworks display including fireworks provider, venue and other aspects of the event.</del></p> <p>c) RESOLVED</p> <p>To delegate the operational and organisational aspect of the event to the Officers of the Council liaising with interested members. Reporting back to the committee as appropriate.</p>	Arrange meeting Barrmores. Draft 2026 event plan. Engage with ESAG		LS
EV2026/007	16/01/2026	Events	Events	<p>EV2026/007 St David's Day event</p> <p>RESOLVED</p> <p>To hold a St David's Day event at Bryncae Community Centre on 1st March 2026. For the Officers to make suitable arrangements for the event in consultation with interested members. Funds to be taken from budget line "Multicultural carnival".</p>	Book stallholders. Plan and release publicity.	Completed	RJ
EV2026/018	21/01/2026	Events	Events	<p>EV2026/0018 Budget for the St David's Day event to be held on 1st March 2026 at Bryncae Community Centre.</p> <p>RESOLVED</p> <p>To allocate a budget of £2,000 for the St David's Day event to be held at Bryncae Community Centre on 1st March 2026 and the officers authorised to spend up to this amount.</p>	Proceed with arrangements.	Completed	RJ

## Appendix 4

### Analysis of potential venues for the 2026 Fireworks display.

Pendragon Ltd visited both Llanharan Miners Welfare Ground and Llanharan RFC on 6<sup>th</sup> March 2026 in order to:

- a) Review the current pyrotechnics risk assessment for the Welfare Ground given the expansion of the yard to the north of the ground.
- b) Make an initial assessment of Llanharan RFC as to its suitability for a pyrotechnics display, specifically given the safety zones required and available space.

Note that these risk assessments specifically relate solely to the firing of the pyrotechnics and are separate from the overall event risk assessments.

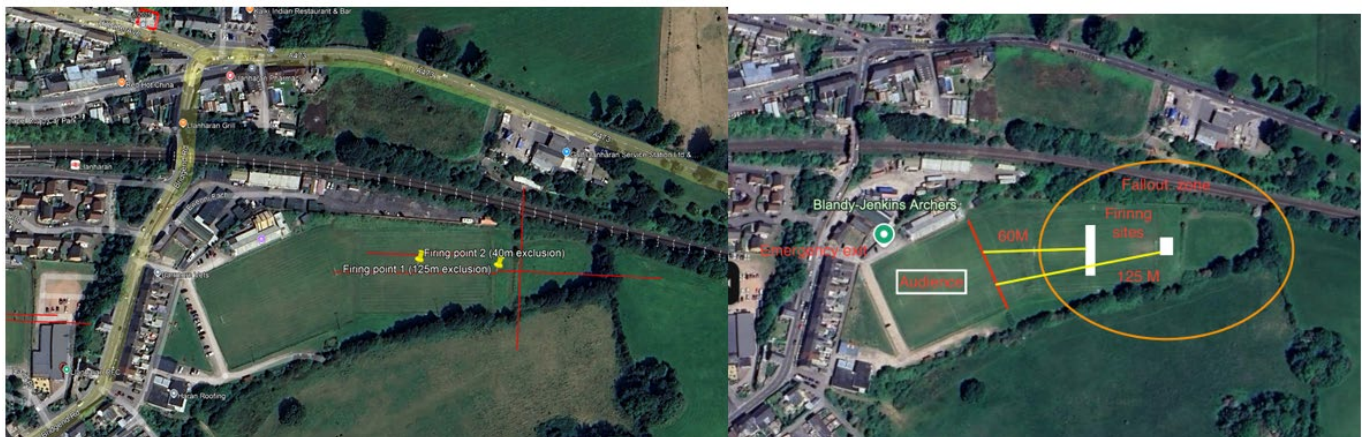
The Clerk has also carried out an analysis of the numbers of attendees that could be accommodated safely at both venues and checked for significant hazards.

## Conclusions

### Llanharan Welfare Ground

New plan (Containers not shown in place here but the extent of the new development is).

Your original risk assessment drawing



- 1) The expansion of the yard to the north of Llanharan Welfare ground does not present a material change to the existing risk assessment. The risk factors have not changed significantly.

#### Llanharan RFC

- 1) The firing zone for the pyrotechnics used in the display is 125m in front and behind. There is also a

Pendragon Fireworks follow the guidelines as laid down by :-  
 HSE Working together on Firework displays.  
 The CBI Explosives Industry Group Guidelines on displays.

No	Name of Firework	Safety distance	UK Category
1	65mm to 125mm shells	125M	4 1.3G
2	Cakes from 19 shot to 200 shot	40M	4 1.3G
3	Candles 300s to 8 shot	40M	4 1.3G

These distances have been superimposed onto the Llanharan RFC site, below.

1. The yellow line shows the minimum safety zone distance of 125m if front and behind for the larger pyrotechnics. This is the critical standoff distance for safe firing of the pyrotechnics.

HSE guidance for UK fireworks displays emphasises that the *safety zone* is the area kept clear between firing equipment and spectators. This zone is intended to prevent injury if fireworks malfunction, misfire, or eject projectiles at unexpected angles. The HSE explicitly warns that space must allow “the fireworks to land well away from spectators” and to prevent anyone entering the safety zone.

Risk when pyrotechnic effects fall into this zone

If an active pyrotechnic component (shell, comet, mine, rocket motor, ignited composition etc.) falls within the safety distance, the key risks are:

## a) Burn injuries and impact injuries

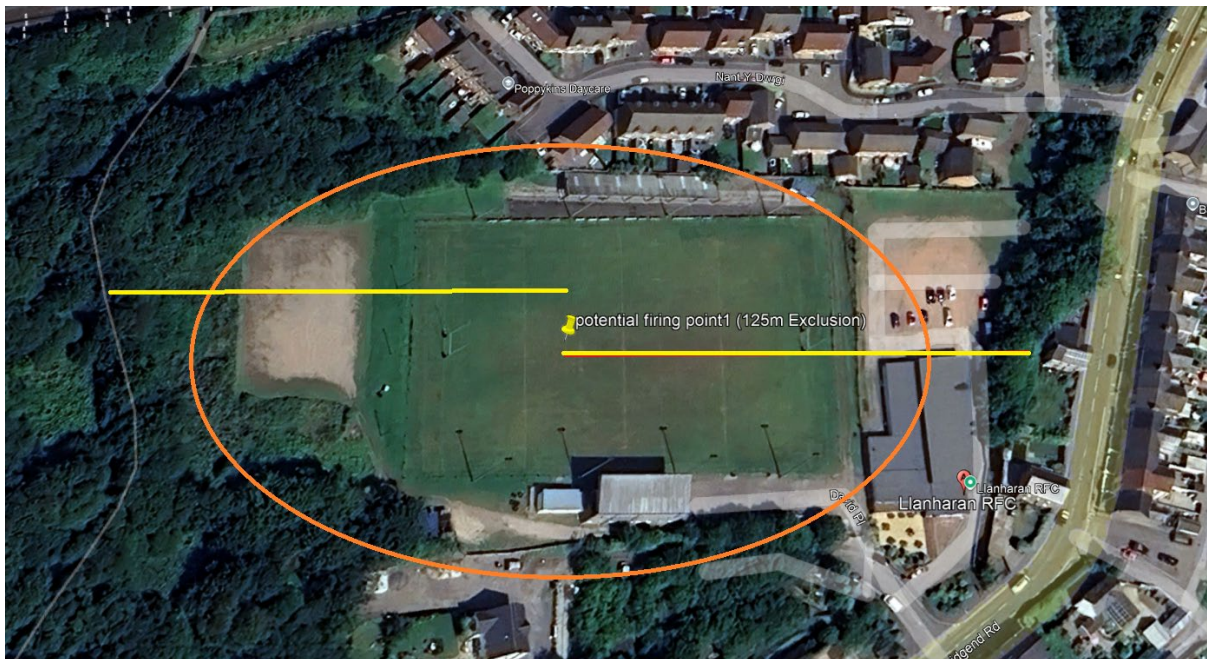
A falling active pyro remains extremely hot or may still contain burning composition. This can cause:

- Serious burns,
- Eye injuries,
- Blunt-force trauma from high-velocity components (e.g., shell casings).

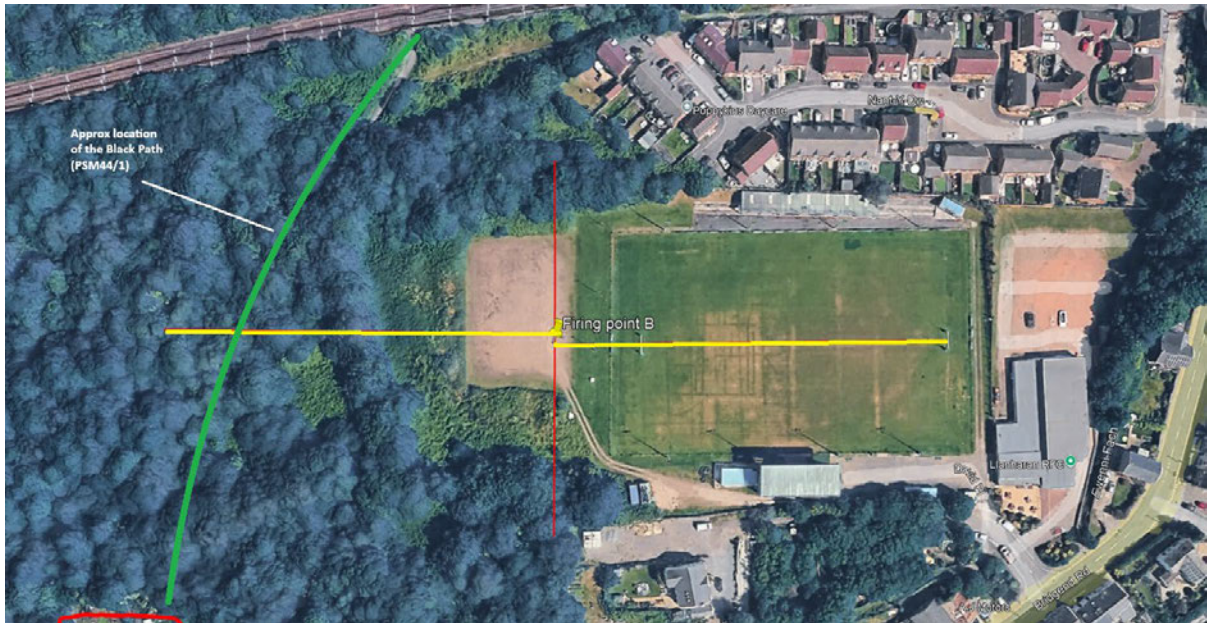
This is precisely what the safety distance is designed to prevent.

2. The orange oval shows the fallout zone where spent pyrotechnics cartons may fall. This is lower risk, areas inside this zone should be inspected prior to leaving the site at the end of the event to check that there is no residual fire risk.

It can be seen that at Llanharan RFC there is inadequate space to accommodate the safety zone within the confines of the site and away from spectator areas. Residential properties also come within the fallout zone



However, by moving the firing point back (as seen below), adequate space is created in front of the firing point and the residential properties are then outside the fallout zone.



However, the safe firing zones fall outside of the ownership boundary of Llanharan RFC and both the 'Black path' and private land to the west would fall within the exclusion zone.

Possible mitigations that could be explored include:

- Applying for a temporary PROW closure of the black path at a cost of either £700 or £1,400 depending on notification requirements (RCT to confirm) alongside the installation of robust physical barriers preventing access (Eg Herras fencing).
- Obtaining landowner permission to include the land to the west in the safety zone. There may be difficulties here with regards affective marshalling of this area given the marshy and wooded terrain.
- Using smaller pyrotechnics to reduce the size of the safety zone.

### Officer's recommendation

For the 2026 event, to use Llanharan Welfare Ground as the venue.

Reasons:

- The safety aspects of the event, including the pyrotechnic risk assessment, event risk assessment and event plan are now well established at the Welfare Ground and all control measures are achievable.

- Llanharan RFC is a viable future venue for the display (which may be necessary if the available space at the welfare ground is reduced when the Llanharan sustainable transport corridor compound is located there in future) subject to the mitigations given above, however at this stage there is uncertainty over their implementation.
- The costs of holding the event at Llanharan RFC are likely to exceed those of the Welfare ground (PROW temp closure etc...).
- The other aspects of the event plan would need to be examined in more detail especially given that space is at a premium, disabled access appears problematic and there is a pinch point (narrow gate) between the car park area to the east and the viewing area behind the eastern rugby posts. Most of the issues can be overcome to some extent but more detailed work would be required.

From a safety point of view and a cost point of view Llanharan Welfare ground is currently the preferable option in the opinion of the Clerk.

## Appendix 5 - Quotations for the provision of catering for the 2026 over 60s' Christmas lunches

A number of local caterers were invited to quote to the following specification:

*Wednesday 16<sup>th</sup> December and Thursday 17<sup>th</sup> December*

*Venue tbc (last year we used Llanharan Rugby Club)*

*Up to 160 guests per day*

*Three courses plus cheeseboard, tea and coffee*

*A choice of menu options for each course*

### Responses:

Cresta Caterers	Provided a number of menu options
Browning	Did not have availability on the dates listed
Celtic Catering	Do not provide this sort of service
Just Perfect Catering	Did not reply
Thompson Catering	Did not reply
Robertsons Catering	Did not reply

### Summary of Cresta Caterers options

Menu	Net price	VAT price	Net price with cheeseboard	VAT inc with cheeseboard	Notes
1	£24.33	£29.20	£27.50	£33.00	No choice of starter No option for roast beef
2	£26.00	£31.20	£28.92	£34.70	<b>Last year's choice</b>
3	£27.67	£33.20	£30.58	£36.70	Mince pie & sherry afterwards

### Previous years' costs

Year	Caterer	Net price
2025	Cresta	£28.46 with cheese
2024	Cresta	£25.79 with cheese
2023	LCDP	£24.95
2022	LCDP	£23.00

### Options

1. Go with Cresta Catering and select the same menu as last year
2. Go with a different menu from Cresta Catering

3. Seek another option

## **Appendix 6 - Quotations for a venue for the 2026 Over 60s' Christmas lunches**

### Llanharan RFC

#### Requirements:

- Charge for the hall (members' rate): £100 per day
- Charge for use of kitchen: £150 (including refundable deposit £50) single charge
- **Total: £300**
- Rubbish to be removed by Council staff (to be left at Bryncae CC for collection)

#### Advantages:

- Has worked well as a venue in previous years
- Familiar to guests and caterer (subject to choice of caterer)
- Plenty of parking
- Bar available
- Stage for children
- Capacity of 160 per day

### Llanharan Welfare Hall

Unable to accommodate the booking due to ongoing contract with Selca.

### Whitehills Sports Bar

Unable to accommodate the booking due to maximum capacity of 70 people.

### Bryncae Community Centre

Loss of income due to cancelling regular hirers: £120 (current level of hire)

Cost of hiring 20 banquet tables: approximately £200

Cost of pop-up bar: £100 including licence (quoted by Bars of Distinction, Cardiff and two other providers)

#### Options:

1. Book Llanharan RFC for the event.
2. Hold the event at Bryncae CC.

3. Seek another option.

## Appendix 7 - Additional arrangements for the November 2026 pantomime

Previously resolved:

### **2026/044 Resolutions and recommendations of the Events Committee held 20th January 2026**

*EV2026/017 Holding of a pantomime in November 2026*

*To hold a pantomime in November 2026 and to set a budget of £3,000. Other aspects of the event to be delegated to the Events Committee and the budget line 'Community Events' delegated to the committee.*

The provisional booking for MaM Productions is for two performances, 3pm and 6pm on Saturday 21<sup>st</sup> November, duration 65 minutes, at a cost of £2,998 (net).

The company requires a 6m depth of stage. The stage at Bryncae is 3m deep.

Options:

1. Ask the company to set up on the floor of the hall, in front of the stage.
  - Audience towards the back has a restricted view as the action is at floor level
  - Reduces **seating capacity** to **288** across two performances
  
2. Ask the company to set up on the floor at the opposite end to the stage
  - Stage can be used for seating (not the full width because of curtains).
  - Audience towards the back of hall still has a restricted view.  
**Seating capacity 330**
  
3. Hire a stage extension to overlay the existing stage. It has to be the entire stage with a new floor because the ramp edge is above the level of the existing stage.
  - Best option for view, and **seating capacity 384**
  - Involves significant extra cost.
  - Events Onstage Ltd responded to our quotation request after a site visit. (We used this local business for our 2025 VE Day event and were impressed.)
  
  - Events Onstage quote: £1,175.00 (net)
  - Champion Stage Hire and IPS did not respond to requests for quotes.

Officers' recommendation:

To accept the quote from Events Onstage in accordance with Fin.Reg.11.3.e.iii, the officers having striven to obtain 3 quotes, and to increase the budget by £1,175.

---

**RE: April 2026 Veteran Community Stakeholder Sessions - DWP Disability Services Advocacy Team**

---

**From** Dan Warman <[REDACTED]>

**Date** Tue 17/03/26 11:54 AM

**To** The Clerk / Project Officer <project@llanharan-cc.gov.wales>

**Cc** Office <Office@llanharan-cc.gov.wales>; Rebecca Jenkins <Rebecca.Jenkins@llanharan-cc.gov.wales>

 2 attachments (234 KB)

Hiscox - Excluded events and activities.pdf; AJG Communities Events Guide.pdf;

Hi Leigh,

Thank you for your email.

I can confirm that provided the event is being organised by, or on behalf of the Community Council, their responsibilities towards it are covered automatically under the Employers' and Public Liability Insurance sections of the policy we arrange for no additional premium. A £10 million limit of indemnity applies under both of these policy sections. In the absence of an official organiser, it is recommended that the Council take on responsibility of the event to ensure the above applies.

We strongly recommend a risk assessment is carried out prior to the event with all remedial action completed for any defects or issues identified. The risk assessment should be kept on file by the Council as this may assist the insurers in defending a claim for injury should one arise. I am attaching an example which I hope is helpful.

Please note that the cover excludes any activities on the attached list and we also recommend that the advice set out in the attached guidance note is taken into account. Please let me know if you have any questions regarding these.

Where outside organizations, businesses and individuals attend a Council-run event to provide entertainment, catering, run a stall etc. they should have their own Public Liability Insurance as their responsibilities are not covered by the Council's policy.

Hope this helps.

Kind Regards.

**Dan Warman**  
Client Director – Community



Insurance | Risk Management | Consulting

**Gallagher**  
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**From:** The Clerk / Project Officer <project@llanharan-cc.gov.wales>

**Sent:** 16 March 2026 12:09

**To:** Dan Warman <[REDACTED]@ajg.com>

**Cc:** Office <Office@llanharan-cc.gov.wales>; Rebecca Jenkins <Rebecca.Jenkins@llanharan-cc.gov.wales>

**Subject:** FW: April 2026 Veteran Community Stakeholder Sessions - DWP Disability Services Advocacy Team

Hi Dan,

It is likely that the Community Council will take on the annual remembrance service in the village. We will of course draw up risk assessments, obtain licences etc.. where necessary.

Just checking that our insurance already covers this and there are no special requirements?

Regards

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

[www.llanharan-cc.gov.wales](http://www.llanharan-cc.gov.wales)

**Tel: 01443 231430 / 07769 266675**

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**From:** [REDACTED] >

**Sent:** 16 March 2026 11:26

**To:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>

**Subject:** RE: April 2026 Veteran Community Stakeholder Sessions - DWP Disability Services Advocacy Team

Hi Lee

Thanks for sending this.

I am reminded that I haven't yet spoken to you about an agreement in the last RBL meeting, held a few weeks ago.

It was agreed that in future we would ask the community council to take over the management of the memorial event on Remembrance Sunday.

I haven't yet done the minutes (!) but once I have got that out of the way, perhaps we could have a chat so that this can be got into your team's work schedule, with an understanding of what is, or isn't, involved, and a logical timescale.

Many thanks

Ellie

**Councillor Ellie TOWNSEND JONES**

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**From:** The Clerk / Project Officer <[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)>

**Sent:** 16 March 2026 10:41

**To:** Ellie Townsend Jones <[REDACTED]>

**Subject:** FW: April 2026 Veteran Community Stakeholder Sessions - DWP Disability Services Advocacy Team

Hi Ellie,

I hope you are well.

Saw this and thought it might be of interest.

Best regards

**Leigh Smith**

**Clerk to the Council.**

**Llanharan Community Council**

[Clerk@llanharan-cc.gov.wales](mailto:Clerk@llanharan-cc.gov.wales)

[project@llanharan-cc.gov.wales](mailto:project@llanharan-cc.gov.wales)

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**From:** Stanger, Lisa <[REDACTED]@rctcbc.gov.uk>

**Sent:** 13 March 2026 11:59

**Subject:** April 2026 Veteran Community Stakeholder Sessions - DWP Disability Services Advocacy Team

Good morning,

The DWP Disability Services Advocacy Team are hosting a range of sessions in April aimed at the Veteran and Armed Forces community.

We are hosting sessions on the Veteran Personal Independence Payment (PIP) Journey and Access to Work (AtW) and the Health Adjustment Passport. Both PIP and AtW help support independence as well as helping individuals find and retain work.

This year we are hosting talks from fantastic veteran and armed forces charities and organisations; The Forcer Protocol, Fighting with Pride and the Female Veteran

## Transformation Program.

In addition to this our DWP Armed Forces Champions are introducing their role and are joined by Veteran and DWP Visiting Officer Jan, who is sharing his lived experience of receiving support from the DWP.

Please share our sessions with your veteran and armed forces community stakeholder contacts. Ticket registration on Eventbrite is required to attend.

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