



BOGNOR REGIS TOWN COUNCIL

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Dear Sir/Madam,

MEETING OF THE CHRISTMAS ILLUMINATIONS SUB-COMMITTEE

I hereby give you Notice that a Meeting of the Christmas Illuminations Sub-Committee of the Bognor Regis Town Council will be held at The Town Hall, Clarence Road, Bognor Regis at **6.30pm** on **TUESDAY 25th AUGUST 2009**.

All Members of the Sub-Committee are hereby summoned to attend for the purpose of considering and resolving upon the Business to be transacted, as set out hereunder.

DATED this 17th AUGUST 2009

CLERK TO THE COUNCIL

PLEASE NOTE START TIME

THE AGENDA and BUSINESS to be TRANSACTED is:

1. Chairman's Announcements and Apologies for Absence
2. Declarations of Interest
3. To approve the Minutes of the Meeting held on 8th July 2009
4. Matters Arising from the Minutes which are not separate Agenda Items
5. Report from Chairman on meeting with new Electrical Contractor
6. Purchase of Lights for Christmas trees - consideration of costs
7. Consideration of the Way Forward for 2010/2011 - new displays for High Street, London Road and York Road
8. Ratification of Contract for new Electrical Contractor
9. FOC Bespoke Motif - consideration of way forward
10. Update on Herras fencing for protection of the Christmas tree located at the Railway Station Min. 9 refers - report from Cllr. Dillon
11. Switch-on Entertainment including
 - (i) Report from Events Officer
 - (ii) Update on use of snow machine - Cllr. Dillon to report
 - (iii) Update on availability of Celebrity for Switch-on event
 - (iv) Use of spotlights and electricity for Switch-on event - Cllr. Dillon to report
12. Correspondence
13. Date of next meeting