



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Glenna Frost, The Town Hall, Clarence Road
Bognor Regis, West Sussex PO21 1LD

Telephone: 01243 867744

E-mail - bognortc@bognorregis.gov.uk

MINUTES OF THE CHRISTMAS ILLUMINATIONS SUB-COMMITTEE MEETING

HELD ON WEDNESDAY 13TH AUGUST 2014

PRESENT: Cllrs: Mrs. J. Warr (Chairman), J. Brooks and P. Dillon

IN ATTENDANCE: Mrs. S. Holmes (Head of Street Scene and Leisure Services)
Mr. I. Harding (Bognor Regis District Chamber of Commerce)
Mr. T. Rahman (Town Centre Manager)

The meeting opened at 6.30 p.m.

11. CHAIRMAN'S ANNOUNCEMENTS & APOLOGIES FOR ABSENCE

The Chairman welcomed those present, including the Town Centre Manager. Apologies for absence had been received from Cllr. Mrs. Daniells.

12. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of pecuniary and/or non-pecuniary interests that they may have in relation to items on this agenda.

Notice should be given at this part of the meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent.

You should declare your interest by stating:

- a) The item you have the interest in
- b) Whether it is a non-pecuniary interest and the nature of the interest
- c) Whether it is also a pecuniary interest

The Clerk advised that, in accordance with good practice, individual forms were available to those Councillors present in order that they can personally record their interests – both Pecuniary and Non-Pecuniary. These forms should then be returned to the Clerk to enable all declarations of interest to be accurately recorded in the Minutes.

There were no Declarations of Interest at this point in the Meeting.

13. TO APPROVE THE MINUTES OF THE MEETING HELD ON 28TH JULY 2014

The Minutes of the Meeting held on Tuesday 28th July 2014 were **AGREED** as an accurate record and were signed by the presiding Chairman.

14. MATTERS ARISING FROM THE MINUTES WHICH ARE NOT SEPARATE AGENDA ITEMS

Min. 7. - Digital bauble

The Member who had suggested this item has ordered some of the components required to see what he can put together to bring to the Sub-Committee.

15. FURTHER CONSIDERATION OF CONTENT OF SWITCH-ON EVENT

The Head of Street Scene & Leisure Services reported that the application for a road closure has been submitted to Arun District Council.

15.1 The following items were discussed:

- After taking account of the cost of items such as first aid, PRS licence, banner changes etc, the available budget is approximately £1,800
- The possibility of piped music down the precinct in the lead up to Christmas. How much would it cost for a PRS licence for this – Head of Street Scene & Leisure Services to investigate. The Town Centre Manager commented that he did not think that the businesses would want this every day. It was also pointed out that the cost of the PRS licence could not be paid from the Christmas Illuminations budget, as this was for the switch-on event only. A Member can provide small speakers that could be fitted to the catenary wires, if a shop could be found to have the disc player. Mr. Harding confirmed that he had a lot of Christmas music that he could provide if needed

15.2 The Town Centre Manager was asked if he would like to make any comments:

- He thanked the Sub-Committee for changing the day of the switch-on from Sunday to Saturday, which was the preferred day of the local traders. The challenge had now been laid down for the traders to show their support
- He is looking at the possibility of bringing in a Dickensian/Victorian Market at the beginning of December
- He is also in discussion with a local business to provide an Elf's Parade and a Santa's Grotto. This is something that the business has done previously at his premises but is looking to do something with the TCM
- He would also like to see lights in the new trees in the precinct. This is something that had already been discussed by the Christmas Illuminations Sub-Committee, when a suggestion had been put forward to provide rainbow lighting for the trees. However, funding was not available for this within the budget

15.3 Discussion continued:

- The stage would be sited on the pavement outside of the old KFC building, angled towards Bon Marche
- Scaffolding poles will be used to create a canopy and also a safety rail – but not along the front of the stage. The scaffolding poles will have to be sourced.
- A Members suggested that 2 x 500watt halogen lights should be used to light the stage
- The cost of having reindeer will be £1,500 and it was **AGREED** that the Head of Street Scene & Leisure Services should investigate whether they would be available for London Road, not the station. If they are not available on the day, the cost of a 'Living Nativity' to be investigated instead

- It was hoped that the Town Council's sound system would be used
- Coles Amusements to be approached to provide small rides to go into the High Street Road Closure area

16. CORRESPONDENCE

There was no correspondence to report.

17. DATE OF NEXT MEETING

It was agreed that the next meeting would take place on 15th, 16th or 17th September, subject to other meetings taking place and the Chamber being available.

Note: The meeting will take place on 16th September at 6.30pm in the Council Chamber.

The meeting closed at 8.10 p.m.