



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE EXTRAORDINARY MEETING OF THE EVENTS, PROMOTION AND PUBLICITY COMMITTEE

HELD ON MONDAY 30TH JANUARY 2012

PRESENT: Cllrs: Mrs. S. Daniells (Chairman), P. Dillon, R. Nash, and W. Toovey

IN ATTENDANCE: Mrs. S. Holmes. (Head of Street Scene and Leisure Services)
Mrs. L. Gill (Clerical Assistant)

The meeting opened at 5.02pm.

59. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies had been received from Cllrs. Mrs. E. Anderson, D. Edwards and Mrs. J. Warr

60. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this Agenda

Members and Officers should declare an interest by stating:-

- a) The item they have an interest in
- b) Whether it is a personal interest and the nature of the interest
- c) Whether it is also a prejudicial interest
- d) If it is a prejudicial interest, whether they will be exercising their right to speak under Question Time.

They then need to re-declare their interest and the nature of the interest at the commencement of the item or when the interest becomes apparent.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Prejudicial and Personal. These forms to be returned to the Committee Clerk at the end of the meeting to enable all declarations of interest to be accurately recorded in the Minutes.

The Committee noted that there were no Declarations of Interest made at this point in the Meeting.

61. ADJOURNMENT FOR PUBLIC QUESTION TIME

No members of the public were present at this time and no written questions were received.

62. TO MAKE RECOMMENDATIONS AND AGREE PAYMENTS FROM 2012/2013 EVENTS SPONSORSHIP BUDGET AND CULTURAL FUND

The Committee **AGREED** to look at the Cultural Fund applications first.

62.1 CULTURAL FUND

It was noted that the funding available from the 2012/2013 Cultural Fund totalled £5,830. A confidential summary of the applications received and amounts requested had been copied to the Committee for consideration. The Head of Street Scene and Leisure Services confirmed

that it was possible to vire money between the Cultural Fund and the Events Sponsorship Budget.

Following debate on the applications, the Committee **RESOLVED** that the allocations listed below should be awarded from the 2012/2013 Cultural Fund:

The Arun Sounds £200
Regis School of Music (Instrument Tuition, Summer Festival, Sunday Afternoon Recitals) £1,000
West Sussex Guitar Club £200
TOTAL £1,400

The Committee further **RESOLVED** to vire the balance of funds available in the Cultural Fund, totalling £4,430 to the Events Sponsorship Budget.

62.2 EVENTS SPONSORSHIP BUDGET

Cllr R. Nash declared a Personal Interest in Bognor CAN as a Trustee

Cllr. P. Dillon declared a Personal Interest in Bognor CAN as a Trustee

The Committee noted that the budget for allocation was now £17,203 as £4,430 had been vired from the Cultural Fund. A separate budget allocation for Birdman was also noted. A confidential summary of the applications received and amounts requested had been copied to the Committee for consideration.

With regard to the Lions Club Event Application Councillors **NOTED** that the application did not, for the second year, have copies of Bank Statements supplied. There is a requirement for all paperwork to be submitted with the application and this had been reiterated to the group last year. Members **AGREED** that as this requirement had not been complied with, the application would not be considered this year.

The Committee discussed the new application for “Rox in the Park” which would be a new, one-off event run by 3rd Year Students of Events Management from Chichester University who, as part of their course, have to run and manage an event. This application does not completely meet the requirements as it is not an established event and not all of the requirements are fully in place. However, recognising that this is a one-off event with a specific purpose, the Committee decided to support this as a good-will gesture to the students.

Following further discussion on the applications received, the Committee **RESOLVED** to award the allocations as listed below:

Bognor CAN (Town Show) £4,000
Bognor Regis Seafront Lights – Illuminations Gala £2,500
Bognor Regis Seafront Lights – Switch-on Weekend £2,000
ROX Music & Arts Organisation - £8,200
ROX in the Park - £500
TOTAL £17,200

Birdman - £9,000 from separate budget allocation

63. TO APPROVE ALLOCATION OF TOWN FORCE HOURS FOR EVENTS 2012

The Committee was in receipt of the report and the spreadsheet detailing the suggested allocation for 2012 events, both previously circulated. It was **RESOLVED** to agree the Town Force hours to be allocated as per the spreadsheet (appended to File Minutes).

64. DATE OF NEXT MEETING

The next meeting is due to be held at 6.30pm on Monday 27th February 2012.

The Meeting closed at 5.35 p.m.