



## **BOGNOR REGIS TOWN COUNCIL**

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### **CHRISTMAS ILLUMINATIONS SUB-COMMITTEE MEETING**

**HELD ON THURSDAY 29<sup>th</sup> MARCH 2007**

**PRESENT:** Cllr. R. Gillibrand (Chairman), Cllrs: K. Scutt and Mrs. J. Warr  
Mr. Jim Brooks (Electrical Contractor - co-opted member)

**IN ATTENDANCE:** Paul Beckerson (Projects Officer)  
Sue Holmes (Events Officer)  
Jeanne Hambleton (Minute taker)

*The Meeting opened at 2.55pm*

**81. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr. Mrs. S. Olliver.

**82. 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.

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.

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

**83. TO APPROVE THE MINUTES OF THE MEETING OF 6<sup>th</sup> DECEMBER 2006**

The Sub-Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 6<sup>th</sup> December 2006 as a true and accurate record of the proceedings and the presiding Chairman signed them.

**84. TO ENDORSE THE RECOMMENDATIONS MADE TO THE ENVIRONMENT AND LEISURE COMMITTEE IN THE NOTES OF THE MEETING THAT WAS NOT QUORATE HELD ON 31<sup>st</sup> JANUARY 2007**

The Sub-Committee noted that there had not been a quorum present for the meeting scheduled to be held on 31<sup>st</sup> January 2007. It was **RESOLVED** to endorse the Notes containing the recommendations made to the Environment and Leisure Committee by the Councillors present. A copy of the Notes would be appended to these Minutes as **Appendix 1**.

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

There were no matters arising.

**86. DISCUSSIONS WITH THE SALES MANAGER FROM THE FESTIVE LIGHTING COMPANY REGARDING VARIOUS ISSUES OF CONCERN IN RELATION TO THE NEW DISPLAYS**

Mr. Allen Day from the Festive Lighting Company apologised on behalf of his Company for the lighting not being as the Council wanted it to be.

Having received the displays at his works he said the controls had let water into the displays and it was a "batch problem". The Company had since discovered it was a rusting problem. Usually lighting has a sealant inside which prevents the water getting in. Sealant was not present in the offending displays. These have now been completely refurbished with sealants and technically it should never have happened.

The Electrical Contractor said there was also a mismatch with the controls. Mr. Day said this had now been remedied. Once again Mr. Day apologised on behalf of his Company.

Following a discussion concerning the transformer problem Mr. Day explained these were of Chinese origin and the matter had been raised with the manufacturer. However the equipment was made of pliable plastic and it was possible to turn this to make it click into place and fit.

Mr. Day confirmed there were problems that should not have arisen and following the complete refurbishment of the equipment it was no longer faulty, signs of rust have been removed and where damaged the displays have been completely replaced.

Mr. Day said he could guarantee that the Council would not have a problem like this again.

The Chairman raised the question of compensation and Mr. Day agreed he would take the request back to the Directors. If the Council decided to increase its lighting, Mr. Day could offer a discount. Mr. Day said he would make sure the Town Council was compensated in some way. He felt this was important if his Company wished to work together with the Town Council as a team.

The Electrical Contractor and Mr. Day discussed various points in the report submitted to the Festive Lighting Company which was described as very comprehensive. Mr. Day confirmed the boxes now have clear fronts to see what is inside and to detect any water.

The Electrical Contractor asked about the ability to replace faults with bulbs. Mr. Day stressed this would unseal the lights. He suggested if there was a problem the Company should be called, but it should not happen.

The Electrical Contractor spoke of the differences in the displays and stressed that the display that had the snowflakes that flashed independently rather than together was more suitable for the Council's requirements. He queried whether the other displays could be altered to function in the same way. Mr. Day advised that he would look into this.

**87. APPROVAL OF ESTIMATE FOR INSTALLATION OF KIOSK BOX FOR NEW WIRE AT STATION PUBLIC HOUSE**

The Sub-Committee **RESOLVED** to approve the estimate from Electrical 1 for the installation of a kiosk box for the new wire at the Station Public House, at a cost of £356.00

**88. LETTER FROM W.S.C.C. REGARDING BANNERS IN BOGNOR REGIS**

W.S.C.C. Highways & Transport Traffic Engineer had written advising that the County Council Highway Authority was responsible for licensing temporary obstructions of the highway, including banners, and no record could be found of a license held by the Town Council for the erection of banners.

A reply had been sent to W.S.C.C. explaining the Town Council took over the responsibility for the Christmas illuminations in the town from the Bognor Regis Illuminations Committee during 2005. As the Christmas illuminations and banners had been erected on an annual basis for some considerable time prior to this, it was assumed a license had been granted by W.S.C.C. for this activity.

The Bognor Regis Illuminations Committee was an independent group and unfortunately the Committee has since disbanded. The Town Council would approach the former Chairman to establish if he is aware of any relevant paperwork and if this can be located to clarify the situation.

New paperwork has been requested to enable the Town Council to apply for consent to erect the Christmas illuminations and banners in the town as the authority now responsible for this activity.

**89. ROLLING PROGRAMME OF REPLACEMENT REPORT FROM ELECTRICAL CONTRACTOR ON SITES REQUIRING WORKS TO BE UNDERTAKEN - REFERRED FROM LAST MEETING**

The Electrical Contractor reported he had replaced four straining wires while undertaking the work for the Clowns Convention. Another display had been fitted with new wires and he promised a full report would be provided for the next meeting detailing the work carried out. Some money had been carried over and the costs had been covered by that.

Comment was made that 3 ft. banners are inclined to sag in the middle and the Contractor said he was looking at ways of overcoming this with extra wires but it was all part of the learning curve. It may be necessary to reduce these in size.

**90. UPDATE ON SITES SUITABLE FOR BANNERS - REPORT FROM ELECTRICAL CONTRACTOR**

A map was circulated showing potential sites for banners. The Contractor suggested banners could be erected at the back of the Town Hall, which would be seen from the

car park. It was reported there were wires in place. The Contractor also recommended three sites for back-to-back banners and one for the longest banner, as shown on the map.

**91. UPDATE ON THE WAY FORWARD FOR 2007 INCLUDING**

**91.1 Queensway - report from Projects Officer on structure of buildings (if further information is available)**

The Projects Officer reported he was still waiting to meet with Mr. Ken Hilton to discuss the fixings for lighting in the Queensway. He hoped to report to the next meeting.

**91.2 Aldwick Road Shopping Area - report from Electrical Contractor on possibilities for this area**

The Contractor viewed this idea as a marvellous opportunity for both Christmas and the summer period. He said it would link into the Bognor Regis lighting and enhance shopping in this particular area of Aldwick. He recommended using the 16 lampposts drawing power directly from these without excess costs on other equipment. He envisaged stringing the lighting between the lampposts and had been in contact with the W.S.C.C. Lighting Engineers to discuss the best way forward.

The Sub-Committee **RESOLVED** to investigate the cost of this proposal.

The idea had been put forward by a shopkeeper, Ms. D. Hughes (Min. 77). The Sub-Committee had **AGREED** to welcome Ms. Hughes as a co-opted member of the Sub-Committee. She had been invited to the meeting but had not attended.

**92. CORRESPONDENCE**

- Lamps & Tubes Illuminations Ltd. - details of warehouse clearance, huge discounts
- Lumalite - details of 50% discount promotion
- International Components - details of LED and low voltage decorative lighting
- Gala Lights - details of Spring sale
- Blachere Illumination UK - Wonderland Newsletter, Issue 18, Spring 2007

**93. DATE OF NEXT MEETING**

It was **AGREED** that the next meeting would be held on Thursday, 24<sup>th</sup> May 2007 in the Town Hall offices at 3pm.

*The Meeting closed at 3.55pm.*