

NOTES OF THE CHRISTMAS ILLUMINATIONS SUB-COMMITTEE MEETING

HELD ON WEDNESDAY 1st MARCH 2006

PRESENT:

Cllr. R. Gillibrand (Chairman) and Cllr. Mrs. J. Warr
Mr. Adrian Hay (co-opted member)
Mr. J. Stamp (Chairman of the Bognor Regis District Chamber of
Commerce)

IN ATTENDANCE:

Glenna Frost (Deputy Town Clerk)
Paul Beckerson (Project and IT Officer)
Mr. Allen Day (Representative from The Festive Lighting Company)

As it was not possible to hold the Meeting through lack of a quorum, those present made the following recommendations to the Environment & Leisure Committee.

1. APOLOGIES

Apologies had been received from Cllr. Mrs. S. Olliver who was attending a Standards Board meeting at the District Council. Apologies had also been received from Mr. P. Frederick.

2. 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.

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

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

3.1 Minute 43 - Report from Electrical Contractor

It was noted that various items referred to by Mr. Brooks in his report would need to be considered at a future meeting.

3.2 Minute 45 - Bognor Regis District Chamber of Commerce request for contribution

The letter of appreciation for the Town Council's contribution and acknowledgment of the resolutions of the Sub-Committee in connection with further contributions and the role of the Chamber for the 2006 Christmas event was noted.

4. **TO CONSIDER APPOINTMENT OF MR. JOHN STAMP, CHAIRMAN OF THE BOGNOR REGIS DISTRICT CHAMBER OF COMMERCE AS A CO-OPTED NON-VOTING MEMBER OF THE SUB-COMMITTEE**

Those present **RECOMMENDED** to the Environment and Leisure Committee that Mr. Stamp or another representative from the Chamber of Commerce in his absence be appointed to the Sub-Committee as a co-opted non-voting member.

5. **ADJOURNMENT FOR PRESENTATION FROM A REPRESENTATIVE OF THE FESTIVE LIGHTING COMPANY TO INTRODUCE THEIR PRODUCT AND THE SERVICE THAT THEY OFFER**

The Chairman welcomed Mr. Allen Day from The Festive Lighting Company.

Mr. Day gave a detailed report to those present. He advised on the hire purchase/leasing options that were available and usually undertaken over a three year period. At the end of this period, the Council could then purchase the displays at 25% of their cost or alternatively return them to the Festive Lighting Company and start again with new displays. Mr. Day queried whether a date for switching on the lights had been considered yet and spoke of the benefits of an early switch on to get the most out of the displays and value for money. The possibility of changing some of the displays on an annual basis under the leasing scheme may also be an option he would be prepared to discuss with the Sub-Committee. He referred to community involvement and gave details of the possibility of running a schools competition where children could design a Christmas light, which through sponsorship from local businesses, could be made and form part of the Christmas displays. Various questions were raised and following further discussion, the Chairman thanked Mr. Day on behalf of those present for attending.

6. **CONSIDERATION OF: QUOTATIONS RECEIVED TO SUPPLY NEW CHRISTMAS DISPLAYS FOR 2006 (HIRE PURCHASE/RENTAL OPTION) AND QUOTATIONS TO UNDERTAKE ELECTRICAL CONTRACT WORK AND MAINTENANCE**

6.1 Those present **RECOMMENDED** that in view of the confidential nature of the business about to be transacted (contracts) it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw. (SO.29.1)

6.2 **Quotations received to supply new Christmas displays for 2006 (hire purchase/rental/leasing option)**

Those present considered the three quotations received for the supply of Christmas lights to the value of £8,000 per annum over a three year period. The various design ideas were considered and following a detailed discussion, it was **AGREED** to **RECOMMEND** to the Environment and Leisure Committee to proceed with the lease option. It was further **AGREED** to **RECOMMEND** that Mr. Brooks be invited to the next meeting of the Sub-Committee to discuss the products available before deciding how they wish to proceed.

It was suggested that the companies who offered the leasing option should be invited back to give a further presentation to the Sub-Committee following the meeting with Mr. Brooks. Comment was made that it would be useful to contact other local authorities who have Christmas lights supplied by these companies to get some feedback on the product and the after sales service that they receive.

6.3 Quotations to undertake electrical contract work and maintenance

Those present considered the four quotations received and following a lengthy debate **AGREED** to **RECOMMEND** to the Environment and Leisure Committee that Leaderboard Sports UK Ltd. should be appointed to undertake the electrical contract work and maintenance for the Christmas illuminations.

(**NOTE:** Due to the recommendation to proceed with a leasing option for Christmas displays, this would be for a three year period).

7. TO CONSIDER APPOINTMENT OF MR. MARK HIDE AS A CO-OPTED NON-VOTING MEMBER OF THE SUB-COMMITTEE SUBJECT TO DECISION BEING REACHED AS TO THE WAY FORWARD IN 2006

Those present considered this matter and **RECOMMENDED** not to proceed with the appointment of Mr. Hide to the Sub-Committee as it was felt that there is sufficient membership at this time.

8. CORRESPONDENCE

Blachere Illumination UK - Wonderland News, Issue 18, Spring 2006

9. DATE OF NEXT MEETING

Arrangements would be made for a meeting on Wednesday 22nd March 2006 at 7.00pm subject to the availability of the Council Chamber.