



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Glenna Frost, The Town Hall, Clarence Road
Bognor Regis, West Sussex PO21 1LD
Telephone: 01243 867744
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Dear Sir/Madam,

MEETING OF THE EVENTS, PROMOTION AND LEISURE COMMITTEE

I hereby give you Notice that a Meeting of the Events, Promotion and Leisure Committee of Bognor Regis Town Council will be held in The Yard at the Track, Bognor Regis Station, Station Road, Bognor Regis, PO21 1QF at 6.30pm on MONDAY 13th SEPTEMBER 2021.

All Members of the Events, Promotion and Leisure Committee are HEREBY SUMMONED to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder. An opportunity will be afforded to Members of the Public to put Questions/Statements to the Committee during an adjournment shortly after the meeting has commenced. (NOTE: Members of the public will be asked to provide their name and are encouraged to put questions/statements in advance, in writing. Priority will be given to written questions/statements and these should be restricted to the functions of this Committee.)

PLEASE NOTE VENUE

DATED THIS 7th SEPTEMBER 2021

TOWN CLERK

THE AGENDA and BUSINESS to be TRANSACTED is:

1. **Chairman's Announcement** and Apologies for Absence
2. Declarations of Interest:
Members and Officers are invited to make any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this agenda and are reminded that they should re-declare their Interest before consideration of the item or as soon as the Interest becomes apparent and if not previously included on their Register of Interests to notify the Monitoring Officer within 28 days.
Members and Officers should make their declaration by stating:
 - a) the item they have the Interest in
 - b) whether it is a Disclosable Pecuniary or Ordinary Interest
 - c) the nature of the Interest
 - d) if it is an Ordinary Interest whether they intend to leave the room for the discussion and vote
 - e) if it is a Disclosable Pecuniary Interest, and therefore must leave the room for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question Time

3. To approve the Minutes of the Meeting held on 19th July 2021
4. Adjournment for public questions and statements
5. Clerk's Report
6. Consideration to hold an annual Civic event to light the Beacon in remembrance of the passing of Bognor Regis Residents who have made a contribution to the Town - deferred from the previous meeting - Min. 13 refers
7. Items for a future Agenda - deferred from the previous meeting
8. Update on Weather Reading function - deferred from the previous meeting
9. Update on proposals for events programme for 2021 including: ratification of decisions where required, changes/cancellations to Events Timetable
10. Preliminary discussion regarding the budget for the 2022 Events Programme
11. Correspondence including items deferred from the previous meeting
12. Christmas Illuminations for 2022-24 contract including:
 - Consideration of the presentations from the Members Briefing held 8th September 2021
 - Consideration of budgetary requirements

Agenda item 12 may contain confidential items and require a resolution to exclude public & press.



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MINUTES OF THE MEETING OF THE EVENTS, PROMOTION AND LEISURE COMMITTEE HELD ON MONDAY 19th JULY 2021

PRESENT:

Cllr. K. Batley (Chairman), Cllrs; J. Brooks, J. Erskine (from Min. 2), S. Reynolds (until Min. 10), M. Stanley, Mrs. J. Warr and P. Woodall

IN ATTENDANCE:

Mrs. S. Hodgson (Projects Officer)
Mrs. G. Frost (Town Clerk)
Mrs. J. Davis (Recording the meeting)
Mrs. L. Gill (Assisting)
Councillors in the public gallery: Cllr. Goodheart
1 member of the public in the public gallery

The Meeting opened at 6.30pm

1. TO NOTE THE APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN AS AGREED AT THE ANNUAL TOWN COUNCIL MEETING ON THE 4th MAY 2021

It was NOTED that Cllr. K. Batley was elected Chairman and Cllr. J. Brooks was elected Vice-Chairman of this Committee at the Annual Town Council Meeting held on the 4th May 2021.

2. CHAIRMAN'S ANNOUNCEMENT AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone present and read the Council's opening statement.

Apologies had been received from Cllr. Mrs. Daniells who was attending an Arun District Council meeting and Cllr. Smith due to COVID-19 Regulations.

Cllr. Erskine joined the Meeting during this item

3. DECLARATIONS OF INTEREST

The Chairman addressed each participating Member in alphabetical order to ask if they wished to confirm any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this Agenda.

As noted on the Agenda, Members and Officers should make their declaration by stating:

- a) the item they have the Interest in
- b) whether it is a Disclosable Pecuniary or Ordinary Interest
- c) the nature of the Interest
- d) if it is an Ordinary Interest whether they intend to temporarily leave the meeting for the discussion and vote
- e) if it is a Disclosable Pecuniary Interest, and therefore must temporarily leave the meeting for the discussion and vote, whether they will be exercising their right to speak on this matter under Public 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. They should request that it be recorded in the Minutes that they will leave the meeting and will neither take part in discussion, nor vote on the item.

As per the Agenda, it is each Member's own responsibility to notify the Monitoring Officer of all Disclosable Pecuniary Interests or Ordinary Interests notifiable under the Council's Code of Conduct, not already recorded on their Register of Interests Form, within 28 days.

The Chairman reminded Members to declare their Interests as any arise or again at the relative point in the meeting if they have already.

Cllr. Brooks declared an Ordinary Interest in Agenda item 9 as a supplier of equipment for events

4. TO APPROVE THE MINUTES OF THE ONLINE MEETING HELD ON 29th APRIL 2021

Members were asked if there were any objections to the Minutes of the last Online Committee Meeting, held on the 29th April 2021.

There being no objections, the Committee RESOLVED to APPROVE the Minutes of the Online Meeting held on 29th April 2021 as an accurate record of the proceedings and the Chairman duly signed them.

5. ADJOURNMENT FOR PUBLIC QUESTIONS AND STATEMENTS

A Member of the public asked that as the improvement works for the Place St Maur were due to start on the 21st September 2021, did this mean that they would be finished in time to get an ice rink and if so were there any plans for an ice rink this year?

Cllr. Goodheart asked if he could sit on the Allotment Sub-Committee and would he be allowed to speak on the events programme as well as Agenda items 11, 14 and 17.

Cllr. Goodheart was advised that he had no entitlement to speak other than during Public Questions and Statements.

6. CLERK'S REPORT FROM PREVIOUS MINUTES

6.1 Update on consideration to hold a 30-minute test burn of the Beacon - 23rd March 2021 - Min. 146 refers

Following liaison with the Town Force Manager, arrangements for a test burn will be scheduled later in the year. Town Force are approaching an extremely busy period and with staffing levels reduced there is not currently any availability. Officers will continue to review and will make arrangements as soon as possible.

6.2 Update on Butlin's - 29th April 2021 - Min. 164 refers

On the 24th May, Cllrs. Brooks and Mrs. Warr accompanied by the Projects Officer, met with the Butlin's Resort Director on site to discuss poster displays within Butlin's.

The Resort Director has very generously offered the use of a number of poster sites in prime locations across the resort as well as an opportunity to have a slot included within the cycle on the numerous screens that are positioned inside the Skyline and the new studio. The format and design for this will need to be agreed by Butlin's and further details from Butlin's is awaited.

This info has been chased and followed up by email and a phone call to the Resort Director. As soon as it is forthcoming this item will be put back on the Agenda for further discussion and consideration on how to proceed.

6.3 Update on lamp post banners - 29th April 2021 - Min. 166 refers

Following Members agreement for Officers to start the process to obtain the relevant permissions a pre-planning application has been submitted to ADC reference PAA/78/21/ and a formal written response expected by the 1st August 2021 subject to the appointed Officers workload.

6.4 Update on Social Media Audit from Breakthrough Communications

Breakthrough Communications recently carried out a free, mini social media audit for the Town Council. The results were very good and the feedback complimentary. If Members would like a copy of the review or more information can they please contact the Civic & Office Manager.

6.5 Seafront Wind Shelters posters

It was brought to Member's attention that one of the Seafront Wind Shelter posters had been removed from one of the sites. The poster had been very carefully removed and all the residue wiped clean. The space has been replaced with an event poster for the time being while further investigations are undertaken.

7. APPOINTMENT OF THE ALLOTMENTS SUB-COMMITTEE

The Projects Officer's report was NOTED.

Members unanimously AGREED to appoint the Allotments Sub-Committee, noting that the membership consists of all Members of the Events, Promotion and Leisure Committee and that the Chairman and Vice-Chairman will be appointed at the first meeting.

8. TO CONSIDER THE TERMS OF REFERENCE FOR THE EVENTS, PROMOTION AND LEISURE COMMITTEE AND THE ALLOTMENTS SUB-COMMITTEE AND TO MAKE ANY NECESSARY RECOMMENDATIONS ON PROPOSED CHANGES TO THE POLICY AND RESOURCES COMMITTEE

The Projects Officer's report, and accompanying Appendices, was NOTED.

Following a lengthy discussion, Members AGREED to RECOMMEND the Terms of Reference for the Events, Promotion and Leisure Committee, with no amendments to the circulated copy, to the Policy and Resources Committee.

Members further AGREED to RECOMMEND the Terms of Reference for the Allotments Sub-Committee, with no amendments to the circulated copy, to the Policy and Resources Committee.

9. UPDATE ON PROPOSALS FOR EVENTS PROGRAMME FOR 2021 INCLUDING: RATIFICATION OF DECISIONS WHERE REQUIRED, CHANGES/CANCELLATIONS TO EVENTS TIMETABLE

Cllr. Reynolds left the Meeting during this item and did not take part in any voting

The Events Officer's report was NOTED.

9.1 Book day:

Members NOTED the theme for the 2021 Book Day of "Superheroes", carried over from 2020, and that the event would include the usual storytelling on the Bandstand, book swap and superhero themed activities.

9.2 Funshine Days (now incorporating World Ocean Day):

Members NOTED the finalised programme of events for the Funshine Days on weekdays from 2nd to 27th August.

9.3 Drive Through Time:

Having previously been advised that the 2021 Drive Through Time would be cancelled due to COVID restrictions (Min.160.5 of the meeting held 29th April refers) Members RESOLVED to split the unused Drive Through Time budget of £4,000 and vire £2,000 to Proms in the Park and £2,000 to the Christmas Switch-On event.

9.4 Proms in the Park:

Members NOTED that the event will run from 16:00 to 21:30 and the musical line up would include The Spinettes, followed by the Sorrento String Quartet

finishing with the Bognor Regis Concert Band and a vocalist to perform the Proms Classics.

A Member expressed his pleasure that the Bognor Regis Concert Band were performing at the Proms this year. Another Member stated that he hoped the Proms could be returned to a summer event next year.

9.5 Christmas Event:

Members AGREED to return to the traditional format of the Switch-On event, with the possibility of incorporating a smaller projection.

10. UPDATE ON CHRISTMAS LIGHT PROJECTION INCLUDING COSTS AND POSSIBLE SPONSORSHIP OPPORTUNITIES - MIN. 148.5 REFERS

The Events Officer's report was NOTED.

As Members had agreed under the previous item to increase the budget for the Christmas Switch-On event, through the virement of unspent funds from the Drive Through Time budget, Members unanimously AGREED for a smaller Christmas light projection to be included within the Christmas event.

A Member stated that he hoped that sponsorship would still be looked at.

11. CONSIDERATION OF BRANDING THE BEACON AND TO IDENTIFY A BUDGET FOR ANY ASSOCIATED COSTS - MIN. 155.1 REFERS

The Projects Officer's report, and the accompanying appendices, was NOTED.

A Member spoke about how he thought the Beacon should be branded as he felt that it was a BRTC asset and should have the Town Crest displayed so when it is lit, and possibly shown on television, everyone can identify that it is the Town Council who has ownership and responsibility for the event.

Another Member said that although he was in favour of branding, as the Crest would have to be removed during the burn it would not have the desired impact. Plus, he did not recall the Beacon ever being televised. Another Member felt that the possible costs involved would not be a good use of taxpayers money.

Following the discussion, it was AGREED not to brand the Beacon.

12. UPDATE ON PROPOSAL TO HAVE A LARGER SCALE PHOTO OPPORTUNITY ON THE SEAFRONT MOUNDS AREA NEAR PLACE ST MAUR - MIN 155.1 REFERS

The Project Officer's report was NOTED.

Following discussion, it was AGREED that a letter be sent to the leader of ADC to seek some support to obtain permissions for a selfie opportunity on the

Promenade. It was further AGREED that the matter be raised at the next Bognor Regis Regeneration Board and the Bognor Regis BID Board meeting to gain some collective momentum and support from other stakeholders.

13. CONSIDERATION TO HOLD AN ANNUAL CIVIC EVENT TO LIGHT THE BEACON IN REMEMBRANCE OF THE PASSING OF BOGNOR REGIS RESIDENTS WHO HAVE MADE A CONTRIBUTION TO THE TOWN - MIN. 155.2 REFERS

In the absence of Cllr. Smith, who originally proposed this item, Members AGREED to defer this item to a future Agenda.

14. CONSIDERATION OF PROPOSAL FOR THE TOWN COUNCIL TO ENTER A FLOAT IN THE 2022 CARNIVAL - MIN. 159 REFERS

The Projects Officer's report was NOTED.

As this would not be a Town Council event, and in light of the fact that Officer and Town Force resources would not be available to assist, a Member suggested a walking entry to the Carnival, which would be easier to manage and deliver. He further advised that a float entry can incur a lot of cost and takes weeks of preparation, which he felt would not be a good use of resources or funds.

Another Member felt that the Queen's Platinum Jubilee was a momentous occasion and that the Town Council should enter a float and for it to be a Town Council event.

Following a lengthy discussion Members AGREED that they would have a walking entry. All Councillors would be invited to take part and Members would make the necessary arrangements and manage the organisation.

15. UPDATE ON EVENT TO COMMEMORATE THE QUEEN'S PLATINUM JUBILEE IN JUNE 2022 INCLUDING LIAISON WITH OTHER EVENT ORGANISERS - MIN. 159 REFERS

The Events Officer's report was NOTED including that she will liaise with other organisations over the coming weeks to offer support and assistance and report back to this Committee in due course.

16. UPDATE ON THE CHRISTMAS ILLUMINATIONS FOR 2022-24 CONTRACT INCLUDING ARRANGEMENTS FOR A STANDALONE MEETING OF THE COMMITTEE TO RECEIVE PRESENTATIONS - MIN. 161 REFERS

Members AGREED to receive a presentation from the contractors submitting their proposals for the 2022-24 Christmas Illuminations contract. They further AGREED that the meeting should be held online via Zoom and that it should be an evening meeting. Officers will make the necessary arrangements.

17. Members RESOLVED to APPROVE an extension to the meeting of 15 minutes, as per S.O. 3aa.
18. FURTHER CONSIDERATION OF A PROPOSAL FROM CLLR. GOODHEART REGARDING HOTHAM PARK BANDSTAND SITE IMPROVEMENTS AND ADDITIONS TO CREATE A COVID-19 SAFE AREA FOR SMALL EVENTS AND FURTHER CONSIDERATION OF ANY IDENTIFIED BUDGET IF REQUIRED - MIN. 167 REFERS

The Projects Officer's report was NOTED.

Whilst Members were not opposed to improvements to the Hotham Park Bandstand, some were mindful that the bandstand is an ADC asset and therefore any improvements and resources to make these improvements should come from them.

Another Member felt sure that his Ward's residents would be opposed to utilising BRTC money to fund this.

Following discussion, Members REJECTED the continued support of this proposal.

19. At this point the Chairman NOTED that the meeting had exceeded the two-hour time limit and the permitted extension (S.O. 3aa).
20. Members therefore RESOLVED to defer the remaining Agenda items 18, 19 and 20 to the next Committee meeting.

The Meeting closed at 8.47pm

BOGNOR REGIS TOWN COUNCIL
EVENTS, PROMOTION AND LEISURE COMMITTEE MEETING
13th SEPTEMBER 2021

AGENDA ITEM 6 - CONSIDERATION TO HOLD AN ANNUAL CIVIC EVENT TO LIGHT THE BEACON IN REMEMBRANCE OF THE PASSING OF BOGNOR REGIS RESIDENTS WHO HAVE MADE A CONTRIBUTION TO THE TOWN – DEFERRED FROM LAST MEETING

REPORT BY THE PROJECTS OFFICER

FOR DECISION

A proposal was made to the Committee by Cllr. Smith, under 'Items for a Future Agenda', for an annual civic event to light the Beacon in remembrance of the passing of Bognor Regis residents who have made a contribution to the Town (Appendix 1).

It was agreed by Members at the meeting of the 23rd March 2021, Min. 147 refers, to consider this proposal and Members are now invited to advise how they wish to proceed.

DECISION

Members are asked to AGREE how they wish to proceed.

BOGNOR REGIS TOWN COUNCIL
 ONLINE EVENTS, PROMOTION AND LEISURE COMMITTEE ITEMS FOR A FUTURE AGENDA

Proposal Name	Details	Estimated Budget	Corporate Strategy Priority Number(s)	Proposed By	Who is it aimed at?	Possible Partners	Remarks
Beacon Lighting	To hold an annual Civic Event to light the Beacon in remembrance of the passing of Bognor Residents who have made a contribution to the Town	Town Force and Officer Time Other costings to be investigated	3. Civic pride	Wayne Smith	The residents of Bognor Regis		

BOGNOR REGIS TOWN COUNCIL
EVENTS, PROMOTION AND LEISURE COMMITTEE MEETING
13th SEPTEMBER 2021

AGENDA ITEM 7 - ITEMS FOR A FUTURE AGENDA - DEFERRED FROM THE PREVIOUS MEETING

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION

Members are invited to consider the items on the previously circulated list (Appendix 1) for inclusion on a future Agenda for further consideration.

Members are asked to note that only suggestions submitted via the template form and circulated with the report ahead of this meeting can be considered. This is to ensure the process remains streamlined and efficient.

Having considered the proposed items can Members please advise if they:

AGREE to include the proposal from Drewitts Events regarding the Punch and Judy Man Commemorative Gala on a future Agenda for consideration?

AGREE to include the proposal from Team Rubi-Con regarding their Talent Pathway Programme on a future Agenda for consideration?

AGREE to include the proposal from Cllr. Goodheart regarding City Road Maps on a future Agenda for consideration?

DECISIONS

Do Members AGREE to include the proposal from Drewitts Events on a future Agenda for consideration?

Do Members AGREE to include the proposal from Team Rubi-Con on a future Agenda for consideration?

Do Members AGREE to include the proposal from Cllr. Goodheart regarding City Road Maps on a future Agenda Item?

BOGNOR REGIS TOWN COUNCIL
 ONLINE EVENTS, PROMOTION AND LEISURE COMMITTEE ITEMS FOR A FUTURE AGENDA

Proposal Name	Details	Estimated Budget	Corporate Strategy Priority Number(s)	Proposed By	Who is it aimed at?	Possible Partners	Remarks
The Punch and Judy Man Commemorative Event	A 2-day event to be held in Bognor Regis in 2023 to celebrate 60 years since the release of the Tony Hancock film "The Punch and Judy Man". Released in 1963.			Tony Drewitt - Drewitts Events	Residents and visitors to Bognor Regis		If Members agree to place this item on a future agenda a full report will be provided by the Events Officer
Team Rubi-con	Community Fun Day Team Rubi-con are looking for 100 skateparks to join in a nationwide Talent Pathway programme as we approach the Olympics, both Tokyo 2021 and Paris 2024.			Team Rubi-con	Young People to increase participation in sport and raise awareness and ability to safely access local sports facilities.		If Members agree to place this item on a future agenda a full report will be provided by the Events Officer

Steve Goodheart	1200x1000mm board with a funTown map display with paper maps dispatcher machine on post Single sided with other advertising Location Butlins / car parks/ railway station Use for tourist info points	Estimated Budget Per sign £1600 Plus erecting labour	Corporate Strategy Priority Number(s) No.1	Proposed By Harry Dixon	Who is it aimed at? Tourist	Possible Partners Local Business Butlins	Remarks It's a no brainer How much are the maps ? £1.00 each
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BOGNOR REGIS TOWN COUNCIL
EVENTS, PROMOTION AND LEISURE COMMITTEE MEETING
13th SEPTEMBER 2021

AGENDA ITEM 8 - UPDATE ON WEATHER READING FUNCTION

REPORT BY THE EVENTS OFFICER

FOR INFORMATION

The Volunteer Observer position for weekend cover has been filled and the weather station is now back to taking readings seven days a week.

A new location for the Sun Reader has been established, pending checks for suitability and agreement from the Met Office.

BOGNOR REGIS TOWN COUNCIL
EVENTS, PROMOTION AND LEISURE COMMITTEE MEETING
13th SEPTEMBER 2021

AGENDA ITEM 9 - UPDATE ON PROPOSALS FOR EVENTS PROGRAMME FOR 2021 INCLUDING: RATIFICATION OF DECISIONS WHERE REQUIRED, CHANGES/CANCELLATIONS TO EVENTS TIMETABLE

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION

Members are asked to note the following update from the Projects Officer. The Events Officer will provide a more comprehensive report at the next meeting.

Book Day and Funshine Days

Despite some last-minute issues involving permissions from ADC, the Events Officer once again produced a spectacular programme of events that were extremely popular and well attended.

The feedback on social media for these events was extremely positive and Members may wish to note the comments received via email from members of the public as follows:

"Can I just say a big well done and thank you to the lovely staff running the funshine days (the lady in red and the paramedic) this year. They did an absolutely amazing job and the lady seemed to be both organising it all and setting up and packing down the events single handedly (with the help of the paramedic) which is a big ask for one person on their own. They were always smiling even when stood out in the rain and made the summer holidays a whole lot easier for many parents."

"My wife and I just wanted to pass on to you how much our grandchildren have enjoyed today's Capoeira in the park. Samuel and Joyce have done an excellent job of looking after all the children making the day, entertaining, fun, inclusive and very athletic. We really hope you may be able to offer similar next summer. We live on The Esplanade."

Proms in the Park

Unfortunately, there were more delays from the ADC Events Officer in granting permission for this event despite the application being submitted well within the required time frame. The Events Officer will be able to report in greater detail at the next meeting.

BOGNOR REGIS TOWN COUNCIL
EVENTS, PROMOTION AND LEISURE COMMITTEE MEETING
13th SEPTEMBER 2021

AGENDA ITEM 10 - PRELIMINARY DISCUSSION REGARDING THE BUDGET
FOR THE 2022 EVENTS PROGRAMME

REPORT BY THE PROJECTS OFFICER

FOR DECISION

At the next Meeting, Members will be asked to consider the budgetary requirements for this Committee for the 2021/22 municipal year. However, ahead of that meeting Members are asked to give some guidance on their intentions regarding the programme of events and advise if they wish to make any changes or additions to the usual schedule. This will enable the Events Officer to carry out some preparatory research and provide a ballpark figure of the budgetary requirements in readiness for that meeting.

Please note this is purely for the Events Programme Budget. Other budgetary requirements will be discussed at the next meeting.

The usual programme of events include:

- Book Day
- Drive Through Time
- Proms in the Park
- Funshine Days
- Christmas Switch-on

Members should also note that there will also be the additional event in 2022 for the Queen's Platinum Jubilee Celebrations, for which a recommendation has already been made for a budget of £5,000 for the one-day event (See Minutes of the Meeting held 29th April 2021 - Min. 159 refers).

Members are therefore invited to consider if they wish to make any changes or additions to the normal programme of events and if so, please advise accordingly.

The Events Officer will report her recommendations for a suitable budget at the next meeting for Members to consider and make their recommendations to the Policy and Resources Committee Budget Meeting.

DECISION

Do Members AGREE that the Events Officer should undertake preparatory work on budgets to allow for any changes or additions to the usual programme of events as AGREED by this Committee?

BOGNOR REGIS TOWN COUNCIL
EVENTS, PROMOTION AND LEISURE COMMITTEE MEETING
13th SEPTEMBER 2021

Including items deferred from the last meeting:

1. Email from a member of the public regarding overnight parking facilities for campervans and motorhomes
2. Email from Flying Colours Entertainment - promotional
3. Email from a member of the Magic Circle and a professor of Punch and Judy re. a proposed event
4. Email from Upside Down House re. inverted photo attraction
5. 4 x correspondence from Seafront Poster Winners thanking BRTC
6. Correspondence from members of the public re Funshine Days (included in Projects Officer's Report)

BOGNOR REGIS TOWN COUNCIL
EVENTS, PROMOTION AND LEISURE COMMITTEE MEETING
13th SEPTEMBER 2021

AGENDA ITEM 12 - CHRISTMAS ILLUMINATIONS FOR 2022-24 CONTRACT INCLUDING:

- CONSIDERATION OF THE PRESENTATIONS FROM THE MEMBERS BRIEFING HELD 8th SEPTEMBER 2021
- CONSIDERATION OF BUDGETARY REQUIREMENTS

REPORT BY THE PROJECTS OFFICER

FOR DECISION

Due to the contractual nature of the discussion, Members will need to RESOLVE to go into confidential business prior to any discussion

Following on from the Members Briefing held on the 8th September, Members are invited to review the scores generated from the matrix scoresheet and appoint their chosen contractor for the Christmas 2022-24 contract.

Members are also required to make recommendation to the Policy and Resources Committee for the required accompanying budget.

DECISIONS

To AGREE the contractor for the 2022-24 Christmas Lighting contract.

To AGREE a recommended Budget to the Policy and Resources Committee.