



BOGNOR REGIS TOWN COUNCIL

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Dear Sir/Madam,

MEETING OF THE CHRISTMAS ILLUMINATIONS SUB-COMMITTEE

I hereby give you Notice that a Meeting of the Christmas Illuminations Sub-Committee of the Bognor Regis Town Council will be held at The Town Hall, Clarence Road, Bognor Regis at **6.30pm** on **WEDNESDAY 18th MARCH 2009**.

All Members of the Sub-Committee are hereby summoned to attend for the purpose of considering and resolving upon the Business to be transacted, as set out hereunder.

DATED this 9th MARCH 2009

CLERK TO THE COUNCIL

PLEASE NOTE START TIME

THE AGENDA and BUSINESS to be TRANSACTED is:

1. Chairman's Announcements and Apologies for Absence
2. Declarations of Interest
3. To approve the Minutes of the Meeting held on 21st January 2009
4. Matters Arising from the Minutes which are not separate Agenda Items
5. Pea Lights in High Street trees - to ratify expenditure for replacement Min. 55.1 refers
6. Further consideration of way forward for 2009 including
 - (a) Consideration of quotations from potential contractors (if available) - Min. 56.1 refers
 - (b) Reply from Festive Lighting Company regarding discount offered for extension of first three years Hire Agreement - Min. 56.2 refers - copied to Sub-Committee
 - (c) Children's Design a Christmas Motif Competition consideration of cost to have frames manufactured (if available) - Min 56.4 refers
7. Review of level of Insurance held for Christmas Illuminations
8. Consideration of Risk Assessment for Banners
9. Switch-on Entertainment including
 - (a) Report from Events Officer
 - (b) Further consideration of application for Performing Rights Society Licence and Public Performance Licence - Events Officer to report Min. 50.4 refers
10. Correspondence
11. Date of next meeting