



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 in the Council Chamber, The Town Hall, Clarence Road, Bognor Regis at **7.00pm** on **WEDNESDAY 20th AUGUST 2008**

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.

CLERK TO THE COUNCIL

DATED this 11th AUGUST 2008

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 18th June 2008
4. Matters Arising from the Minutes which are not separate Agenda Items
5. Sale of unwanted decorations - Chairman to update Min. 6.3 refers
6. Update on Children's Design a Christmas Motif Competition and alternative logo/Christmas message - Min. 7 refers
7. Rolling programme of replacement including:-
 - (a) To note approval by P&R Committee of supplementary funding up to the value of £4,300
 - (b) Consideration of quotations for works to electrical boxes - Min. 9 refers
 - (c) Consideration of updated quotation for replacement stainless steel catenary wires - Min. 9 refers
8. Festoon lighting for Station Road area including:-
 - (a) Update on current stock holding and consideration of costs to purchase additional strings if required - Min. 10 refers - Mr. Holmes to report
 - (b) Consideration of installation of single stainless steel catenary wires in Station Road area to allow a reduction in the quantity of new wire needing to be purchased - Min. 10 refers
9. Aldwick Road Shopping Area - consideration of quotations for installation and removal of Starburst displays - Min. 11 refers
10. Purchase of Christmas trees

11. Fundraising - Events Officer to report
12. Further review of Risk Assessment for Christmas Lights Min. 52.5 December 07 refers - Events Officer to report
13. Switch-on Entertainment - report from Events Officer
14. Correspondence
15. To consider proposal for 6.30pm start time for future meetings
16. Date of next meeting