



# 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 **7.15pm** on **WEDNESDAY 31<sup>st</sup> OCTOBER 2007**.

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 22<sup>nd</sup> OCTOBER 2007**

### **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 5<sup>th</sup> September 2007
4. Matters Arising from the Minutes which are not separate Agenda Items
5. Update on new projects for 2007 including
  - (a) High Street - update on final design, ratification of cost for additional display in York Road and ratification of cost for additional snowflakes to enhance the displays at the gateway to London Road
  - (b) Queensway - further consideration of provision of Pathlight LED light strings and to consider quotation from Electrical Contractor for their installation
  - (c) Aldwick Road shopping area - ratification of cost for provision of electrical supplies including installation and removal of starburst displays and update on sponsorship offer from Aldwick traders if further information is available
  - (d) High Street - ratification of purchase of additional Christmas tree and lights and to note sponsorship offer from The William Hardwicke Public House
6. To ratify expenditure for electrical works to supply in Station Road
7. Consideration of Town Force assistance to put lights on Christmas tree for Chichester Rotary Club
8. Consideration of Budget recommendation for 2008
9. Review of Risk Assessment for Christmas lights
10. Switch-on Entertainment - report from Events Officer
11. Correspondence
12. To note the date of the next meeting - **Wednesday 7<sup>th</sup> November at 7.15pm**