



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE CHRISTMAS ILLUMINATIONS SUB-COMMITTEE MEETING

HELD ON TUESDAY 16TH SEPTEMBER 2014

PRESENT: Cllrs: Mrs. J. Warr (Chairman), J. Brooks, Mrs. S Daniells and P. Dillon

IN ATTENDANCE: Mrs. S. Holmes (Head of Street Scene and Leisure Services)

The meeting opened at 6.37 p.m.

18. CHAIRMAN'S ANNOUNCEMENTS & APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies for absence had been received from Mr. I Harding.

19. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of pecuniary and/or non-pecuniary 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.

You should declare your interest by stating:

- a) The item you have the interest in
- b) Whether it is a non-pecuniary interest and the nature of the interest
- c) Whether it is also a pecuniary interest

The Clerk advised that, in accordance with good practice, individual forms were available to those Councillors present in order that they can personally record their interests – both Pecuniary and Non-Pecuniary. These forms should then be returned to the Clerk to enable all declarations of interest to be accurately recorded in the Minutes.

There were no Declarations of Interest at this point in the Meeting.

20. TO APPROVE THE MINUTES OF THE MEETING HELD ON 13TH AUGUST 2014

The Minutes of the Meeting held on Wednesday 13th August 2014 were **AGREED** as an accurate record and were signed by the presiding Chairman.

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

Min. 14. – Digital bauble

Cllr. Brooks gave a demonstration of the lights that he had suggested could be used to form baubles or possibly be used in the trees in London Road. The approximate cost was about

£50 per reel plus the cost of a transformer. There is no funding available to purchase lights for this purpose but it was suggested that perhaps the Town Centre Manager may be able to assist with funding.

Min. 15.1 - Piped music for precinct

As requested the Head of Street Scene & Leisure Services had been in touch with the PRS for Music regarding a licence and had been quoted £599.00 for 10 speakers used over 20 days. Members felt that this was expensive and asked that further research be undertaken on the possible costs if only music out of copyright was used.

22. UPDATE ON SWITCH-ON EVENT

Discussion took place about the Switch-on event and the following items were reported:

- The reindeer have been booked for London Road, at a cost of £1,500. The organisers will provide gazebos to go over the pens
- The Rotary sleigh will not be available for the Switch-on
- Confirmation is still awaited that we can use the staging from the theatre. The Head of Street Scene & Leisure Services will consider possible alternatives
- Billy Bulb will be present for the event, hopefully lit up
- A meeting has not yet been held with Coles Amusements but they have confirmed that they will be able to provide extra rides for 2014
- The Head of Street Scene & Leisure Services will continue to research other entertainment and activities and report back to the next meeting.

23. UPDATE ON CHRISTMAS LIGHTS

23.1 Maintenance inspection

The Electrical Contractor is due to undertake an inspection of the catenary wires and electrical equipment in the next week and will report back to the Head of Street Scene & Leisure Services.

23.2 Aldwick Road lights

There is an issue with the Aldwick Road lights. Under an agreement made with SSE before the replacement of lighting columns began, all of the existing equipment and timers should have been transferred to the new lights. This has not been done and the matter has been raised with SSE, asking them to replace the equipment as soon as possible.

23.3 Lighting on Christmas trees

The William Hardwicke has confirmed that they are willing to sponsor part of the costs of a Christmas tree outside of their premises. Aldwick Parish Council has also confirmed that they will be purchasing a tree this year and so delivery costs can be shared between both Councils. Following discussion it was decided not to have a tree at the railway station this year. Usually a 23 foot tree is ordered for the Hardwicke and a 15 foot tree for the Town Hall. It was therefore **RESOLVED** that two trees would be ordered, for the William Hardwicke and the Town Hall balcony. The Head of Street Scene & Leisure Services will report details of the costs at the next meeting.

It was suggested that if lights were placed in the trees in London Road, which the Town Centre Manager hoped to do, it would look more seasonal if large bauble or presents could be hung on them. It was agreed that research be undertaken to establish what it would cost to purchase these.

24. DISCUSSION ON FUTURE OF BILLY BULB

Discussion took place on the current state and future of Billy Bulb. A Member reported on his plans to add lights to the structure and also reported that he had found somewhere to store Billy. He felt that a lot could be done to capitalise on the character, such as merchandising.

Following discussion it was **RESOLVED** to **RECOMMEND** to the Environment & Leisure Committee that it Recommend to the Policy & Resources Committee that £1,500 should be made available from Council funds to assist with the refurbishment of Billy Bulb.

25. CORRESPONDENCE

The Committee NOTED receipt of the correspondence list, previously circulated and appended to file copy of the Minutes, including the following additional correspondence received:

1. Blachere Illuminations sales
2. Peeks Christmas Catalogue 2014
3. ADC forwarded email re Spotlights Entertainment Christmas entertainers to hire.

26. DATE OF NEXT MEETING

The next meeting will be held on Tuesday 30th September 2014, subject to the Council Chamber being available.

The meeting closed at 7.36 p.m.

GENERAL CORRESPONDENCE FOR CHRISTMAS ILLUMINATIONS SUB-COMMITTEE
September 2014

1. Traditional Market - Food and Craft Fayre
2. Mamma Mia Italian market enquiry
3. Lite Festive Lighting Catalogue 2014-2015
4. **Blachere Illuminations sales**
5. **Peeks Christmas Catalogue 2014**
6. **ADC forwarded email re Spotlights Entertainment Christmas entertainers to hire**