



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE CHRISTMAS ILLUMINATIONS

SUB-COMMITTEE MEETING

HELD ON WEDNESDAY 27th APRIL 2011

PRESENT: Cllr. Mrs. J. Warr (Chairman), Cllrs: J. Brooks, P. Dillon, and D. Eldridge

IN ATTENDANCE: Mrs. G. Frost (Town Clerk)
Mrs. S. Holmes (Head of Street Scene and Leisure Services)
Mrs. L. Gill (Clerical Assistant)
Mr. I. Harding, (Bognor Regis Chamber of Commerce Representative)
co-opted member
Mr. James Tyson (Merlin Lighting (Installations) Ltd.) for part of the meeting

The Meeting opened at 6.34pm

60. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present to the last Christmas Illuminations Sub-Committee Meeting. Apologies for absence were received from Cllr. Mrs. S. Daniells.
It was noted that the meeting scheduled to be held on 13th April 2011 had been postponed.

61. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this Agenda. Members and Officers should declare an interest by stating:-

- a) The item they have an interest in
- b) Whether it is a personal interest and the nature of the interest
- c) Whether it is also a prejudicial interest
- d) If it is a prejudicial interest, whether they will be exercising their right to speak under 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.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Prejudicial and Personal. These forms to be returned to the Committee Clerk at the end of the meeting to enable all declarations of interest to be accurately recorded in the Minutes.

The Sub-Committee noted that there were no Declarations of Interest made at this point in the Meeting.

62. TO APPROVE THE MINUTES OF THE MEETING HELD ON 23rd FEBRUARY 2011

The Minutes of the Meeting held on Wednesday 23rd February 2011 were agreed as an accurate record and were signed by the presiding Chairman.

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

There were no matters arising

64. ALTERATION TO ORDER OF BUSINESS.

The Electrical Contractor had not arrived at this point so the Committee **RESOLVED** to move on to item 6 and return to item 5 when he arrived.

65. TO CONSIDER CHRISTMAS TREE SPONSORSHIP OPTION, LETTER FROM ELVEDEN FARMS LTD – PREVIOUSLY COPIED TO SUB-COMMITTEE

The offer from Elveden Farms Ltd which was outlined in a letter was to provide a sponsor for the Christmas Tree at the station. The Town Council will not need to find this sponsor which will be a major utility company. They will cover all costs of supply delivery and installation. It was not clear if it also covered the electricity. This information has been requested but as yet no response has been received. The Council therefore needs to decide if it would be interested in the proposal, in principle, if there is no cost to the Council? There were several issues discussed including size and position of tree, size of any advertising by the sponsor, whether the tree would have baubles or presents so there was something to look at during the day although this was felt to be a possible target for vandals. It was suggested that the issue could be brought back to the Committee if it transpired that electricity was not covered, but the Electrical Contractor commented that the type of bulbs used would probably only add £2 - £3.00 to the bill overall. It was therefore **RESOLVED** in principle to accept the sponsored tree if the offer was confirmed and if electricity is not covered the Council will cover that cost.

66. REPORT FROM ELECTRICAL CONTRACTOR INCLUDING UPDATE ON WAY FORWARD FOR 2011 INCLUDING NEW DISPLAYS

The Electrical Contractor reported on the various options as detailed below.

Option. 1 To keep the lights ordered last year. Mr. Tyson has spoken to the company providing the lights and they are not willing to offer any sort of compensation for non-delivery last year and so the deal would be the same, i.e. a three year contract at the same cost. The lights are ready so would not involve any delay in delivery (2 to 3 weeks).

Option. 2. To order new lights from another company based in France who are more enthusiastic about delivery and customer service. They have new Eco range of lights and can offer a good deal.

Councillors thought if there was no recompense for non-delivery by the original company selected, then the Council should look at other alternatives. There were some significant savings on the Eco range. The existing order would cost £11,500 per annum for three years to

provide lights for the London Road and High Street area. The new company could provide the following new lights for £10,900 per annum for 3 years:

London Road

Andalousie 1.10mtr x 3.65mtr x 4 (two per crossing)

Isis (swag) 1.00mtr x 3.25mtr x 10 units (two per crossing)

Lisy (Chandelier) 1.55mtr x 1.10mtr x 5 units

York Road and High Street

Perle Scintillante Warm White 0.80mtr x 2.00mtr x 8 units (two per crossing)

Perle Scintillante Warm White 1.00mtr x 3.00mtr x 10 units (two per crossing)

Mr. Tyson was confident he could get these for £10,000 per annum.

This would leave £2,000 in the budget and this could possibly be used to improve the lighting in the Station Road/London Road areas. One of the zigzag strings in London Road has already been removed and the other four need to be replaced. Two of the strings of white lights in Station Road have also been replaced but are different to the three remaining older strings. Both of these areas need improving and the Electrical Contractor was asked to provide a quote for consideration at the next meeting.

The nature of these new displays would mean they would also be suitable to put up during the Queen's Jubilee in 2012.

A question was asked regarding plans for the Jubilee celebrations and the Head of Street Scene and Leisure Services advised that this would be considered by the Events, Promotion and Publicity Committee to decide on an event to mark the occasion. With regard to something like a lighting display, this would need to be considered by Policy and Resources Committee, as a budget would need to be set.

Mr. Harding suggested a large crown at the junction of London Road and the High Street with coloured lights representing jewels. He wondered if local schools would be able to assist in making this. Mr. Tyson replied that he felt it would be better to use string lights for the display as it would be less costly and lighter to install.

In order to assist members in making a decision on the new lighting displays, the Clerk circulated photographs showing the lights that were originally ordered. These were compared to the new lights suggested by Mr. Tyson and following discussion it was decided that the Council would not continue with the displays chosen last year and it was **RESOLVED** that Mr. Tyson should place an order for the new displays.

Mr. Tyson confirmed he would send the estimate for the new scheme and separately will estimate for improvements to London Road and Station Road.

67. TO NOTE DATE FOR 2011 EVENT AND ANY UPDATES FROM THE HEAD OF STREET SCENE AND LEISURE SERVICES

The date set for the Christmas Illuminations Switch-on event is November 26th but nothing else had been organized at this stage. This is the last Christmas Illuminations Sub-Committee Meeting as in future this issue will be an Agenda item for discussion by the Environment and Leisure Committee and the budget will transfer to that Committee. The Switch-on event

itself will come under the Events, Promotion and Publicity Committee and the budget set for the event will transfer to that Committee.

Omni Brokers are due to celebrate their 50 year anniversary in the Town and over the years have supported the town in a number of ways. They have contacted the Council as they would like to do something to mark their 50th Anniversary and have offered to sponsor the electricity costs for the Christmas Illuminations in 2011 up to £1,000.00. The Clerk and Head of Street Scene and Leisure Services will talk to the company to discuss the best way to take this forward and to ensure appropriate publicity.

68. CORRESPONDENCE

68.1 Email from Lamps and Tubes Illuminations Ltd with details of annual health check offers.

68.2 Gala Lights – New Catalogues.

The Meeting closed at 7.45pm