



BOGNOR REGIS TOWN COUNCIL

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CHRISTMAS ILLUMINATIONS SUB-COMMITTEE MEETING

HELD ON WEDNESDAY 29th MARCH 2006

PRESENT:

Cllr. R. Gillibrand (Chairman) Cllrs: Mrs. S. Olliver and
Mrs. J. Warr
Mr. Pip Frederick, Mr. Adrian Hay and Mrs. Shirley Hardy (co-opted
members)

IN ATTENDANCE:

Glenna Frost (Deputy Town Clerk)
Paul Beckerson (Project and IT Officer)
Jim Brooks and Alan Holmes (Electrical Contractors)

The Meeting opened at 7.10pm

50. APOLOGIES

Apologies had been received from Mr. J. Stamp, Chairman of the Bognor Regis District Chamber of Commerce. It was noted that Mrs. Hardy was attending in Mr. Stamp's absence.

51. 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.

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.

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

52. TO APPROVE THE MINUTES OF MEETING HELD ON 18th JANUARY 2006

The Sub-Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 18th January 2006 as a true and accurate record of the proceedings and the presiding Chairman signed them.

53. TO ENDORSE THE RECOMMENDATIONS MADE TO THE ENVIRONMENT AND LEISURE COMMITTEE IN THE NOTES OF THE MEETING THAT WAS NOT QUORATE HELD ON 1st MARCH 2006

The Sub-Committee noted that there had not been a quorum present for the meeting scheduled to be held on 1st March 2006. It was **RESOLVED** to endorse the Notes

containing the recommendations made to the Environment and Leisure Committee by the Councillors present. A copy of the Notes would be appended to these Minutes as **Appendix 1**.

54. MATTERS ARISING FROM THE MINUTES AND NOTES WHICH ARE NOT SEPARATE AGENDA ITEMS

There were no matters arising.

55. DISCUSSIONS WITH ELECTRICAL CONTRACTOR IN CONNECTION WITH THE PURCHASE OF NEW CHRISTMAS DISPLAYS AND FURTHER CONSIDERATION OF THE PRODUCTS AVAILABLE SUPPLIED THROUGH A LEASING OPTION

The Sub-Committee noted that information had been received from another Christmas lights supplier who was also able to offer a leasing option.

The Projects Officer reported on his discussions with Adam Cunard from the Theatre in connection with ownership of the catenary wire in London Road that is currently used for banner displays. It was noted that although the Theatre owned this, it is used for Christmas lights and is therefore maintained and tested by the Town Council's Electrical Contractor. The Projects Officer confirmed that the Theatre were in agreement for this practice to continue and advised that a banner will be displayed in August and again in late October early November advertising the Christmas pantomime on the Theatre's behalf.

The proposal to lease new displays over a three-year period was discussed with the Electrical Contractor. It had been proposed by the Sub-Committee that the Council should invest in new lights for the High Street and London Road areas of the town this Christmas and look at a rolling programme to expand the scheme to other areas in future years. The possibility of mixing new and old displays in the main parts of the town was suggested. Members spoke against this idea and felt that only new displays should be used in this area. The future of the existing displays was queried and it was suggested that these could be used in other locations such as the Queensway and Aldwick Road shopping area. Concern was expressed regarding the condition of some of the existing displays and it was queried whether this would be cost effective. Mr. Holmes advised that many of the displays were in good condition. The displays most likely to cause problems were those with several joints although these could be refurbished with the Lumalite still in stock.

The Deputy Town Clerk reported that she had contacted four other local authorities supplied by some of the companies being considered and detailed the feedback she had received on their products and after sales service.

Mr. Brooks suggested that there were another two areas that would benefit from displays within the town centre, one of these being outside the William Hardwicke. The cost of providing two new catenary wires to fill these gaps would be £500 to £600 each. Should the Sub-Committee decide to proceed with this, provision would also need to be made for additional new displays. Mr. Holmes reminded the Sub-Committee that they might wish to update and use the Bognor Regis Town Council Christmas sign at one end of the town again this year. This would result in only one additional display being needed for the two new wires.

56. **CONSIDERATION OF CORRESPONDENCE FROM BLACHERE ILLUMINATION UK IN CONNECTION WITH THE INSTALLATION OF A NEW CHRISTMAS LIGHTING SCHEME - COPIED TO SUB-COMMITTEE**

The Sub-Committee noted the correspondence received from Blachere Illumination UK detailing the works required to completely update/replace the current infrastructure, which included the costs involved. Two reports from the Electrical Contractor in response to this correspondence had been received, which also included a quote to undertake this work, copied to Councillors present.

Mr. Brooks reported that concern had been raised in connection with some of the fixing bolts being in mortar. As many of the walls that support the wall plates are rendered, it is impossible to see if fixing bolts are in mortar, brick or concrete. Where the brick could be seen, some of the wall plates have one or more fixing bolts in mortar or close to it. Last year the wall plates had been tested to a pull of 5.0 Kilo Newtons, which was greater than the 4.5 Kilo Newtons recommended by the main supplier of the present displays. All of the wall plates and fixing bolts passed the test at this time and were sound. The Sub-Committee may wish to consider replacing these fixings at this time or undertake this as part of a rolling works programme.

Mr. Brooks advised that they had been unable to find any regulations that cover the catenary wires, however all works undertaken by Leaderboard Sports (UK) Ltd. met the regulations that they were aware of. Load testing for insurance purposes is three times greater than the weight being used and the current testing was well above this.

The condition of the wall plates had also been raised. None of these were in a dangerous condition and these could be brushed and painted where necessary. It was noted that these could also be replaced as part of a rolling works programme.

Members were happy that the Electrical Contractor had tested the current infrastructure to a high standard and had undertaken any replacements that were necessary. However, a rolling programme of replacement would now need to be considered as part of the ongoing maintenance.

In view of the proposals considered by the Sub-Committee this evening, it was **RESOLVED** that any under spend of this years budget should be earmarked and carried forward for use on the Christmas lights in the next financial year.

57. **CONSIDERATION OF APPOINTMENT OF SUPPLIER FOR NEW CHRISTMAS LIGHTING DISPLAYS**

The Sub-Committee considered the various products available from the four suppliers who had been asked to submit their design proposals. Following a lengthy debate, it was **RESOLVED** to enter into a three-year leasing agreement with The Festive Lighting Company for the supply of Christmas displays.

It was suggested that it would be beneficial for Cllr. Gillibrand, Mr. Brooks and Mr. Holmes to visit The Festive Lighting Company at their premises in Somerset to be able to view the product and deal with any technical queries. A meeting of the Sub-Committee would then be held to choose the most suitable displays. Mr. Day the Sales Manager would then be invited to the following meeting to give a Power Point presentation to the Sub-Committee on the chosen displays and to finalise the details. This was **RESOLVED**.

58. **CORRESPONDENCE**

No correspondence had been received.

59. Mrs. Hardy queried whether there had been any progress in finding a celebrity to undertake the Switch-on this year. The Projects Officer confirmed that the Events Officer would be looking into this.

60. **DATE OF NEXT MEETING**

It was AGREED that the next meeting would be held on Wednesday 26th April 2006 at 7.00pm subject to the availability of the Council Chamber.

(NOTE: CHANGE OF VENUE Owing to the Council Chamber already being booked on this evening, the meeting will now be held in the Conference Room at the Alexandra Theatre).

The meeting closed at 8.25pm.