



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE EVENTS COMMITTEE MEETING

HELD ON WEDNESDAY 9th MARCH 2011

PRESENT: Cllrs: A. Cunard, Mrs. S. Daniells, D. Eldridge and K. Scutt.

IN ATTENDANCE: E. Adams, S. Holmes.
One Councillor in the Public Gallery (part of the meeting)

The meeting started at 6.31pm.

73. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES OF ABSENCE

In the absence of the Committee Chairman, Cllr. A. Cunard, the Vice-Chairman, took the Chair for the meeting.

The Chairman welcomed those present. Apologies of absence were received from Cllr. Mrs. J. Warr.

74. 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.

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.

There were no declarations of interest made at this point in the meeting.

75. TO APPROVE MINUTES OF THE MEETING HELD ON 26th JANUARY 2011, PREVIOUSLY CIRCULATED

The Minutes of the Meeting held on 26th January 2011 were agreed as an accurate record and were signed by the presiding Chairman.

76. ADJOURNMENT FOR PUBLIC QUESTION TIME

No public were present.

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

The Events Officer reported that Arun Sounds who had been awarded £200 of grant aid asked if the grant could be used to organise a 'Learn to Sing' course.

A Councillor joined the meeting in the Public Gallery.

The Committee raised no issues in relation to the changed purpose of the Arun Sounds grant.

78. TO APPROVE THE EVENTS OFFICER'S REPORT, ATTACHED

The Events Officer referred to her report, previously circulated and updated the Committee on the current progress.

78.1 Clowns Parade 2011

The Members were pleased with how the reception went and commented positively on the quiz, the talk about Butlins and the cake by Cake Genie. However, concern was expressed about the number of clowns taking part in the parade as it was much shorter than in previous years. The Events Officer had already emailed Bluey who confirmed that all clowns staying in Butlins (about 113) took part in the parade. A Member was of the opinion that the clowns did not seem to be engaging with the public when the band stopped. The lack of parade participants was also worrying due to the popularity of the event and the number of visitors it attracts to the town. The Events Officer will continue talking to Bluey about the matter. With regard to the reception, a Member felt that perhaps half the amount of food but more variety could be on offer.

The Committee allowed the Member to speak from the Public Gallery. He was of the opinion that Members of the Public should be encouraged to engage with the clowns and possibly be given the option of taking part in the parade. The Events Officer advised the Committee that this would change the character of the parade and the way the Police view the event. The Members also discussed the option of involving schools. Furthermore, it was suggested that designated fun spots could be introduced along the route where the clowns would stop and interact.

78.2 Royal Wedding event

The following was **AGREED**:

1. To hold Carnival Princess Competition as part of the Royal Wedding event.
The judging criteria to be determined.
2. Age group to be between 8 and 13.
3. To seek further sponsorship for prizes.

78.3 Carnival

The following was **AGREED**:

1. To run Carnival Queen Competition in liaison with Club Vision.
2. To offer cash prize to Queen and Attendant
3. To obtain other sponsorship as part of prize package – eg photo shoot offer, vouchers, clothes
4. To set Saturday 21st May as date for the crowning of the new Carnival Queen

It was suggested that the Carnival Queen could lead the Clowns Parade next year.

78.4 Sands of Time

The Events Officer reported on her conversation with the manager of the Royal Norfolk Hotel who has agreed to have the cars parked within the lawns of the hotel. It was also confirmed that the Coffee shop would be opened and the cavalcade participants could use the hotel's facilities. It was further reported that additional cars could now be accommodated and therefore letters would be sent to the previous entrants.

The Events Officer also gave details of the entertainment package offered by Cobra Events Ltd. and the Committee **AGREED** to have the package as part of the event, at an agreed price of £1,500.

78.5 Proms in the Park

It was confirmed that Autumn Lodge would sponsor the event.

78.6 Beside the Seaside – previously Hell & High Water

The Events Officer informed the Committee that she was meeting Mike Jupp next week. Further update will be provided at the next meeting.

The Events Officer's report was **AGREED**.

79. RE-CONSIDERATION OF ISSUES RELATING TO THE LOANING OF TOWN COUNCIL EQUIPMENT TO OUTSIDE ORGANISATIONS FOR EVENTS FOLLOWING RECEIPT OF

NEW INFORMATION FROM LITTLEHAMPTON TOWN COUNCIL, ATTACHED.
PLEASE NOTE THIS MAY REQUIRE THE SUSPENSION OF SO 14.1

The Committee **RESOLVED** to suspend the Standing Order 14.1.

The Committee was in receipt of the information received from Littlehampton Town Council (LTC) and the Events Officer reminded those present of the background, informing the Committee that LTC has now decided to offer a hire service to event organisers out of their area. It was pointed out that for BRTC this service could only be implemented with great difficulties, due to the Town Force yard being full up and the staffing implications for handing over the equipment. Some debate followed.

The Members accepted the previous decision on the issue but **AGREED** to give delegated powers to the Events Officer to consider each request for equipment from event organisers out of the area on its own merits.

80. UPDATE ON ARUN COMMUNITY ARTS NETWORK

There was no update. It was **AGREED** that in future this would form part of the Events Officer's report and not be a separate agenda item.

81. TO NOTE CORRESPONDENCE

There was no specific correspondence other than general letters/emails about individual events.

82. DATE OF NEXT MEETING

The next meeting is due to be held at 6.30pm on Wednesday 20th April 2011.

The meeting ended at 7.05 pm.