



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE EVENTS COMMITTEE MEETING

HELD ON MONDAY 8th NOVEMBER 2010

PRESENT: Cllrs: Mrs. J. Warr (chairman), A. Cunard (vice-chairman), Mrs. E. Anderson, D. Eldridge, Mrs. S. Daniells.

IN ATTENDANCE: S. Holmes, E. Adams.

The meeting started at 6.31pm.

46. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES OF ABSENCE

The Chairman welcomed those present. Apologies of absence were received from Cllr. P. Dillon.

47. 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.

48. TO APPROVE MINUTES OF THE MEETING HELD ON 15TH SEPTEMBER 2010, PREVIOUSLY CIRCULATED

Min. 43 – It was reported that the minute was incorrect as the Committee had agreed not to run a large scale clown event in 2012 and therefore keep the budget at £4,800.

The Minutes of the Meeting held on 15th September 2010 were agreed as accurate record subject to the above amendment and were signed by the presiding Chairman.

49. ADJOURNMENT FOR PUBLIC QUESTION TIME

No public were present.

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

50.1 Min. 40.5 – It was noted that the Events Officer had contacted Phil Graham who then passed it onto the contractors.

51. TO APPROVE THE EVENTS OFFICER'S REPORT

The Events Officer handed out her report (Appendix 1), 2011 events planner and notes of the two carnival planning meetings. The Committee was then updated on the current progress.

51.1 Carnival 2011

Having considered the suggested dates, the Committee **AGREED** to hold the carnival on Sunday 19th June 2011. The Events Officer referred to the notes of the carnival planning meetings where the possibility of starting at West Park and finishing at the Town hall car park was discussed.

51.2 Sands of Time

The Committee felt that September was too late in the season plus the weather this year was not good. The Events Officer said she would look at Darrel Hardy's notes to see if a date earlier in the season could be found. With regard to a theme, it was noted that as it is 75th Butlins anniversary next year, the event could revolve around 1930s. The Members also discussed the use of the Royal Norfolk Hotel grounds and regretted that the new management did not seem community minded.

51.3 Sunday Afternoon Concerts

The suggested dates were **AGREED**.

51.4 Proms in the Park

The suggested date was **AGREED**.

51.5 Hell & High Water

The Committee agreed that with Inspire Leisure on board, a bigger event could be put on.

51.6 Events and Cultural sponsorship budgets

In answer to a question about a budget provision for Birdman, the Events Officer said she would check with the Acting Town Clerk whether a provision has been made under a different budget heading like this year. If no provision has been made, the Committee **RESOLVED** to increase the Events Sponsorship budget to £21,773.

51.7 Arun DC events equipment

It was noted that the Events Officer had agreed to take on the ADC events equipment and was now waiting to hear what decision has Littlehampton Town Council made, having been presented with the same offer. A Member felt that BRTC and LTC should work together on this and come to an arrangement. In answer to a question, the Events Officer confirmed that ADC was not charging for the equipment.

51.8 Chichester University Students

The Members debated the offer at some length and felt that it was not their place to decide this. It was **AGREED** to give delegated powers to the Events Officer to make a decision once she has found out more information. A suggestion was made that the students could perhaps help the Mayor with organizing civic events.

51.9 Holocaust Memorial Day 2011

The Committee acknowledged the importance of marking the day. However, it was felt that a service rather than an event should be organized. A suggestion was made to encompass it with the Mayor's service which could attract people who would not normally attend. It was noted that the Events Officer would speak to Father Andrew.

52. UPDATE ON ARUN COMMUNITY ARTS NETWORK

The meeting scheduled for Wednesday has been postponed until December so there was nothing to report.

53. CONSIDERATION OF PRESENTATIONS BY RECIPIENTS OF SPONSORSHIP FUNDING

The Events Officer asked the Members to consider inviting all funding recipients to make presentations to the Committee. A letter from Mr. Goodheart was also read out and was noted. A Member felt that the presentations were unnecessary as the Council was aware of what the sponsorship was going to deliver. It would only seem appropriate if a new or changed event was being staged. The Members also discussed what events the Councillors were being invited to.

54. TO NOTE CORRESPONDENCE

The following correspondence was reported to the Meeting. All items were **NOTED** unless otherwise specified.

- 54.1** E-mail from Phil Graham regarding bus shelter advertising. The Events Officer to investigate this further. A Member spoke of the advertising boards in railway stations that in his opinion were not too expensive.
- 54.2** National Events Outdoor Association – Membership renewal. The Events Officer felt that the membership was not worth the money and that the Local Authority Event Organizers group was more useful. It was **AGREED** not to renew the membership.
- 54.3** Mr Buttler - Historical Promotions (Tudor / Medieval re-enactments). The Committee noted that this could be organized to celebrate St George's Day.
- 54.4** A Member asked for funds to be available to celebrate the royal wedding if it happens. The Committee **AGREED** it was a good idea.
- 54.5** A Member introduced the idea of revamping the events calendar for example celebrating St. George's Day instead of having Sands of Time.
- 54.6** 2 x Travel GBI magazines

55. DATE OF NEXT MEETING

The next meeting is due to be held at 6.30pm on Wednesday 8th December 2010. It was noted that this clashes with ADC full Council.

The meeting ended at 7.28 pm.