



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE MEETING OF THE EVENTS WORKING PARTY

HELD ON TUESDAY 4th SEPTEMBER 2007

PRESENT: Cllrs: G. Burt (Chairman), A. Cunard, D. Eldridge (during Min. 2), R. Gillibrand, J. Passingham, K. Scutt.

IN ATTENDANCE: S. Holmes, E. Benackova and Dr. A. Clegg (part of the meeting).
1 Councillor in the Public Gallery.

The Meeting opened at 7.00pm.

1. **APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN**

It was noted that Cllr. G. Burt was appointed the Chairman of the Committee at the Annual Town Council Meeting.

2. **CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE**

Apologies of absence were noted as being received from Cllr. P. Wells. The Chairman welcomed Dr. A. Clegg and the meeting was adjourned at 7.03pm.

Cllr. D. Eldridge offered his apologies and joined the meeting at 7.06pm.

Dr. A. Clegg reminded Members of the benefits of events and tourism. Copies of the Arun Tourism Strategy were handed out to those present and the Working Party engaged in detailed discussion. Reference was made to the valuable results of Arun Community Survey, copy of which will be sent to the Events Officer. Dr. A. Clegg emphasized the necessity to refresh events and recognize areas for future development. He also put forward an idea of greater students' involvement in the town events. The Working Party noted availability of the Campus for holding events.

The Chairman thanked Dr. A. Clegg on behalf of the Working Party for attending the meeting and the meeting was reconvened at 7.48pm.

3. **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.

Cllr. Burt declared a Prejudicial Interest in all matters relating to Bognor Regis Seafront Lights.

Cllr. Cunard declared a Prejudicial Interest in all matters, including regeneration, relating to the Hotham Arts Centre.

Cllr. Passingham declared a Prejudicial Interest in all matters relating to Bognor Regis Seafront Lights.

4. **TO APPROVE THE MINUTES OF THE EVENTS WORKING PARTY HELD ON 4th OCTOBER 2006, PREVIOUSLY CIRCULATED**

The Minutes of the meeting were **APPROVED** as a correct record and were signed by the Chairman.

5. **MATTERS ARISING FROM THE MINUTES THAT ARE NOT SEPARATE AGENDA ITEMS**

The Events Officer updated Members on the Arun Valley Community Rail Partnership and the concern of ADC about promoting the town as Motorcycle Club venue. The Working Party also noted that the Brass Band had managed to resolve the issues and remained in Folkestone.

6. **CONSIDERATION OF EVENTS OFFICER'S CONFIDENTIAL REPORT**

A vote of thanks was recorded to the Events Officer and her assistant. It was **AGREED** to follow the structure of Events Officer's Confidential Report and decide upon each event when discussed. A Member proposed approving some events for two years to enable long term planning however the Working Party was urged to keep the regeneration in mind.

The Committee **RESOLVED** that in view of the confidential nature of the business about to be transacted (contracts) it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw. (SO.29.1)

The Events Officer gave details of the Clowns event and the partnership with Butlins. Following a detailed discussion, it was **RESOLVED** to support this event.

The Events Officer reported on the Sands of Time Festival and highlighted the potential of this established event to include new elements each year. Some suggestions, like introducing an evening ball and water sports, were put forward. It was **UNANIMOUSLY RESOLVED** to organise the 2008 Festival. The Working Party also considered the possible dates and **AGREED** on 31st May / 1st June 2008 when the tides are more suitable.

With regard to the Sunday Entertainment Programme, the feedback from VIC had been positive but numbers at some concerts were disappointing. The Working Party was informed that it was unknown when Hotham Park would be available next year. Members commented on the possibility of seeking sponsorship from local businesses but it was pointed out that this would build up staff time. It was **RESOLVED** to support this event and use alternative venues if the Park is not available.

The Events Officer provided a resumé of Proms in the Park. Members noted the reasons for the need for security at this event and were fully supportive of this. The Events Officer advised that the budget for this event was not realistic to cover first aid, security, advertising etc. and requested that this be reviewed. A Member proposed seeking sponsorship as this event proved to be very popular with all age groups. It was **RESOLVED** to arrange for the concert to be held next year and to increase the budget to £500.

Members were made aware of the issues in connection with the Music Festival. The Working Party participated in a full debate and there was a consensus of opinion that BRTC should revert back to the original idea of the Festival to use the local groups/organisations/venues to run events. BRTC would co-ordinate and market the Festival which could be turned into a month long event in September. It was also felt that the name Sunfest should be waived and replaced with Bognor Regis Festival. This was **RESOLVED**. The Chairman also commented on the split to the budget.

The Working Party was informed of the plans for the French Market and the role of BRTC. In response to a query, the Events Officer advised that no ground rent is being charged at the moment. It was suggested that this is reviewed for next year. It was **RESOLVED** to support this event.

The Working Party next considered organising the 2008 Switch on of Christmas Lights and **RESOLVED** that the ceremony be arranged for next year.

The Events Officer referred to the second part of her report which deals with events run by other organizations, supported by BRTC. Concern was expressed about the format of application for Town Force time and Members noted that it will be amended to increase efficiency of TF work. The Working Party noted the hours of BRTC staff in support of other organisations.

The Events Officer commented positively on the first Town Show which is currently being organized. It was felt that the Show could be incorporated into the Bognor Regis Festival as detailed above. It was **RESOLVED** to support the 2008 Show.

The Events Officer referred to the proposal she had received from the organizers of The End of the Pier Film Festival as detailed in her report and requested that the Working Party give this consideration. Following some discussion, it was **RESOLVED** to increase BRTC' involvement in the Festival.

Consideration was also given to the Veterans Day and it was **RESOLVED** to support the event. However it was felt that it should be funded from the Civic Fund.

The Events Officer explained the idea of Can-u-te Jigit? event and asked Members for support if the competition was to go ahead in 2008. This was **AGREED**.

The Events Officer reported on the request from Royal Norfolk Hotel for a contribution towards the cost of the ice rink. However she was still awaiting the figures from RNH. Concern was expressed about no events being currently run during the winter months and it was suggested that a small event is organised in December 2008. Proposal was put forward to reinstate the music in the town centre to enhance the Christmas atmosphere.

Members were asked to consider setting up a general Event Fund for any events that come up during the year. This was **AGREED** in principle.

The Working Party discussed the forthcoming review of the Council's meeting structure and it was felt that there was no need to have a Committee for each event. Idea of setting up an Events Committee to oversee all events was put forward. Members also asked the Events Officer to put together a brief events leaflet listing what's on in Bognor Regis in 2008. Further it was suggested that the Crest is replaced with a corporate logo for marketing purposes.

7. **AGREEMENT OF 2008 EVENTS PROGRAMME**

The Working Party **AGREED** the events as outlined in the Events Officer's report subject to the above amendments.

The meeting closed at 9.36pm.