



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE EVENTS COMMITTEE MEETING

HELD ON TUESDAY 16th DECEMBER 2008

PRESENT: Cllrs.: D. Eldridge (Chairman), Mrs. S. Daniells (from Min. 58), P. Dillon, S. Kerrigan and K. Scutt.

IN ATTENDANCE: E. Benackova and S. Holmes.
Councillor in the public gallery

52. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES OF ABSENCE

The Chairman welcomed those present. Apologies of absence were noted as being received from Cllrs.: A. Cunard, J. Passingham and Mrs. J. Warr.

53. 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.

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

54. TO APPROVE MINUTES OF THE MEETING HELD ON 4TH NOVEMBER 2008, PREVIOUSLY CIRCULATED

The Minutes of the Meeting held on 4th November 2008 were agreed as an accurate record and were signed by the presiding Chairman.

55. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no questions.

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

The Events Officer informed the Committee that Hotham Park Heritage Trust submitted a grant aid application yesterday and read out the letter which accompanied the form. Members noted that the Town Clerk had informed Mrs. D. Strachan that the application could not be accepted as it was submitted past the deadline.

Min. 48 - The Committee noted that in consultation with the chairman and the chairman of P&R Committee, a brief press release was issued in connection with this matter. Subsequently, a letter from Mr. B. Jones was published in the Observer. It was reiterated that no grant aid application had been received and that other members of the International Bognor Birdman (I.B.B.) Committee were still concerned about the Health & Safety. It was queried whether there was a functioning I.B.B. Committee.

Elected Member in the public gallery indicated that he would like the opportunity to participate in this debate. This was **AGREED**.

The Committee was informed of the difference of opinions within the I.B.B. Committee with regard to the safety of the event. Further, a Member spoke in support of the proposed independent H&S report.

Min. 50.3 – The Events Officer read out letter from the Concessions Officer, informing Members that the concession adjacent to the beacon had been closed down until it was ready to operate. It was noted that a demonstration for Members could be arranged.

Min. 44 – Min. No. 33.3 – The Events Officer will email the Head of Park & Greenspace regarding the BRTC funding. The Committee noted that the Events Officer had been invited to the Hotham Park launch planning meeting on 19 February.

57. TO APPROVE EVENTS OFFICER'S REPORT - PREVIOUSLY CIRCULATED

The Events Officer updated the Committee on the current progress as per her report (Appendix 1).

A Member commented positively on the Christmas Lights and the Switch on event. The Committee noted that an Events Degree graduate would start his work experience in January.

The Events Officer's report including the budgets was **APPROVED**.

58. TO RECEIVE UPDATE ON PROPOSED CARNIVAL 2009 FROM THE EVENTS OFFICER AND DECIDE ON DATE CARNIVAL IS TO BE HELD

The Events Officer asked the Committee for a decision on a date and a route. Various options for the route were presented and some discussion followed. It was noted that Hotham Park was not an option however the ADC Events Development Officer had suggested closing the Town Hall car park for the evening entertainment. Members noted that this had not yet been consulted with the ADC Car Parks Department. The Events Officer reminded Members that if any funding was to be secured for 2012, a Carnival would be the best bet. A suggestion to reverse the route, start in West Park and finish on the seafront / Town Hall car park was made and some debate followed.

Cllr. Mrs. S. Daniells offered her apologies and joined the meeting at 7.04pm.

With regard to the date, 13th June 2009 was suggested. It had previously been proposed to tie the Carnival in with the funfair however as it is scheduled in for 21-28 July 2009, it was thought to be too close to Sands of Time. The date of 13th June 2009 was **AGREED**. Following detailed debate on the route, the Committee **AGREED** in principle that the town centre, either the seafront or the Town Hall car park, be the starting point and the procession would finish in West Park. This is subject to the Events Officer obtaining the appropriate permissions.

The issue of vehicle ban in Hotham Park was raised and a Member suggested writing to ADC asking for dates of their events to ensure that BRTC events do not collide with theirs.

59. TO CONSIDER USE OF BEACON AS A MEANS OF SUPPORTING THE OLYMPICS (E&L COMMITTEE MINUTE 88.6 REFERS)

Elected Member in the public gallery indicated that he would like the opportunity to participate in this debate. This was **AGREED**. Cllr. J. Brooks spoke of his suggestion to E&L Committee to lit the beacon by an artificial lamp which could be put on time clock. Other coastal resorts that have beacons such as Worthing and Brighton could also be encouraged to take part. Cllr. J Brooks **AGREED** to investigate the cost and report back to the Committee.

It was further reported that Cheltenham Racecourse had about 150 stackable plastic chairs to give away and the Events Officer agreed to liaise with Cllr. J. Brooks on this.

60. UPDATE FROM EVENTS OFFICER ON PLANNING FOR THE CULTURAL OLYMPIAD

It was noted that the next meeting was scheduled in for tomorrow. Members noted membership of this group and various initiatives that have been talked about. It was further noted that most of the funding was going to regions.

The Committee engaged in a detailed discussion on the issue of events in Hotham Park and the instruction that no vehicles would be allowed to drive over the grass. The logistical problems of trying to run an event in the Park were considerable and Members felt strongly about this issue. The subject of the Town Council's contribution was also raised. It was felt that the Park was there to be used by and for the community, there was also an expectation that events would be run there. In view of the concerns, it was suggested that this matter be referred to the full Council and the Head of Parks and Green Space be invited along to the meeting.

61. TO NOTE CORRESPONDENCE

61.1 L'Arche – Letter of thanks for assistance with the Blessing of Sycamore event

62. DATE OF NEXT MEETING

It was suggested to bring the meeting time forward to 6.30pm.

The next meeting will be held on Wednesday 28th January 2009 at 6.30pm.

The meeting ended at 7.20pm.

Events Officer Report to Events Committee 16th December 2008

Events from 2008/2009 Budgets

Clowns Parade 2009

Agreed at previous meeting:

- A. Budget £4,800
- B. Dates – Parade 8th March
- C. Reception – will be a lighter, finger buffet
- D. Route as before
- E. Jazz Band or similar for Parade – Events Officer to investigate other options
- F. Activities in schools and the community prior to Parade to be developed further

Events from 2009/2010 Budgets

Sands of Time 2009

Agreed at previous meeting:

- A. Dates 18th & 19th July
- B. Budget £12,500
- C. Theme – Seaside Transport
- D. Marquee to be hired for activities
- E. Donkey rides
- F. Basic elements of event as previous years. Events Officer to book entertainment.

Veterans Day 2009

Agreed at previous meeting:

- A. Date of Veterans Day Service – Sunday 21st June (subject to agreement of Salvation Army)
- B. Budget allocation of £200
- C. Run service as before but consider another small event – The organisers of Folk on the Coast have indicated they would be willing to do a special evening of Music & Poetry on the 26th June 2009
- D. Events Officer to pursue funding from MoD if appropriate
- E. Try to involve younger Veterans – Events Officer to begin this process early in the year

Sunday Afternoon Concert Programme 2009

Agreed at previous meeting:

- A. Concerts to be back in Hotham Park
- B. Budget £1,400
- C. 5 Concerts, instead of 6 – to take into account restrictions on movement of vehicles in Hotham Park and the possible impact on Town Force time for each concert. To be reviewed for next year.
- D. Content – Bands

Update: The following dates have been booked:
28th June Bognor Regis Concert Band
5th July Farnborough Concert Band of the Royal British Legion

12th July Bognor Regis Concert Band
 26th July Bisham Concert Band
 2nd August – not yet booked
 Total budget allocated to date: £850

Proms in the Park 2009

Agreed at previous meeting:

- A. Date – 20th June
- B. Budget £500 plus Events Officer to pursue sponsorship
- C. Venue – Hotham Park Bandstand

French Market 2009

Agreed at previous meeting:

- A. Date – I have proposed 26th & 27th September 2009
- B. Budget: £500 + £350 from Market

Can-u-te-jigit (Now renamed Hell & High Water)

Agreed at previous meeting:

- A. Dates – under discussion with Darrel Hardy (re tide heights etc) likely to be April/May
- B. Budget:£400
- C. Area of beach: to be agreed with Darrel and Foreshores Officer

Clowns Parade 2010

Proposals for approval:

- A. Budget £4,800
- B. Dates – To be agreed in liaison with Butlins and Clowns International
- C. The event to take place subject to agreement between the Town Council, Butlins and Clowns International, following debrief of 2009 event.
- C. Reception – will be a lighter, finger buffet
- D. Route as before
- E. Jazz Band or similar for Parade – Events Officer to investigate other options
- F. Activities in schools and the community to continue

Other Events 2009/10

Town Show

Agreed at previous meeting:

- A: Event would be supported by officer time

Budget for 2009/2010

Event	Proposed budget		
Clowns	£	4,800.00	
Hell & High Water (Jigit Comp)	£	400.00	Poss sponsorship Observer
Sands of Time	£	12,500.00	
Proms in the Park	£	500.00	Poss sponsorship + collections
Bandstand Prog (HP)	£	1,400.00	Poss sponsorship
French Market	£	500.00	
Veterans Day	£	200.00	
Total	£	20,300.00	