



BOGNOR REGIS TOWN COUNCIL

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MUSIC FESTIVAL

MINUTES OF A MEETING OF THE MUSIC FESTIVAL 2007 COMMITTEE

Tuesday 29th May 2007 at the Town Hall

PRESENT: Cllr. Mrs. J. Gillibrand (Chairman), Cllr. D. Eldridge, Cllr. J. Brooks, Cllr. A. Cunard,
Cllr. S. Kerrigan, Cllr. Mrs. J. Walker

IN ATTENDANCE: E. Benackova, R. Hildreth, S. Holmes, S. Goodheart, A. Levtov.

The meeting opened at 7.03 pm.

1. TO NOTE THE APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN AS AGREED AT THE ANNUAL MEETING

It was noted that Cllr. Mrs. Jenny Gillibrand was appointed the Chairman and Cllr. Mrs. Jeanette Warr the Vice-Chairman at the Annual Council Meeting.

2. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies of absence were noted as being received from M. Ringwood and S. Ross.

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. A. Cunard and Cllr. J. Brooks both declared a Prejudicial Interest in all business related to the Hotham Arts Centre as Trustees of the Hotham Arts Centre.

Cllr. Mrs. J. Walker declared a Personal Interest in all business related to the Hotham Arts Centre.

S. Goodheart and R. Hildreth both declared a Personal Interest in all business related to the ROX organisation.

A. Levtov declared a Prejudicial Interest in all business related to The Regis School of Music as its owner.

4. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 1st MAY 2007, PREVIOUSLY CIRCULATED

The Committee **RESOLVED** to approve the Minutes of the meeting held on 1st May 2007 as a true and correct record of the proceedings and the Chairman signed them.

5. MATTERS ARISING FROM THE MINUTES

It was noted that details about the proposed pub quiz had been sent to the Pub Watch members. Laburnum Centre had also been approached about the senior busking championship but their members would only be willing to perform inside. The Events Officer was pursuing this. The Licence Application has now been submitted and the Blue Forms displayed as instructed. All of the appropriate bodies have been informed and we now have to wait until the end of the consultation period for a decision.

6. CONSIDERATION OF CO-OPTED MEMBERS

The Committee confirmed appointments of A. Levtoy, S. Goodheart, R. Hildreth, S. Ross and M. Ringwood as co-opted non-voting members.

7. WEEKEND 21st – 22nd JULY 2006 AND ROX ELEMENT

R. Hildreth reported that ADC had not received any complaints as to their Licence Application and the matter would therefore not go before the Licensing Committee. The organisation was working closely with ADC to resolve any outstanding issues and submitted the revised risk assessments few days ago. It was noted that the next SAG meeting would be held on Friday 1st June. The fund raising was going well and some 40 bands would appear over the weekend.

Query was raised whether the Minutes could be sent to Robin Parker and Members were advised that the Minutes were emailed to the ROX representatives co-opted on the Committee.

8. PROGRAMME FOR MIDWEEK

The Events Officer circulated a matrix of events currently planned for the week (Appendix 1) and informed the Committee that most of the performances had been tied up. The Events Officer had received information on the Lithuanian alternative heavy rock band 'Mountainside' and all was in hand. Posters advertising their performance would be translated and distributed to the community.

9. PROGRAMME FOR WEEKEND 28th – 29th JULY

The Events Officer referred to the matrix and commented on the performances over the weekend.

10. BUDGET & APPROVAL OF EXPENDITURE

The confidential budget list was circulated. Many of the costings have now been confirmed. Query was raised about the cost of photo exhibition at the Theatre and the Events Officer clarified that this is to cover costs of the photo enlargements.

It was **RESOLVED** to approve the budget.

11. THE MUSIC FESTIVAL SAFETY ADVISORY GROUP REPORT

The Group is due to meet next week.

12. THE MARKETING GROUP (TO BE TABLED AT THE MEETING)

There had not been a meeting however all were working closely to finalise the brochure.

13. APPROVAL OF SUNFEST BROCHURE

The latest version of the brochure was handed out to those present. It has not been finalised and Members were encouraged to comment on the style. A Member suggested using lighter colours for the background as it was difficult to read. There was also some discussion on the design of the front page and a different colour scheme suggested. The Events Officer would email everyone the final version of the programme for approval. The style of the brochure was agreed in principle.

14. CONSIDERATION OF PROPOSAL FOR A LAUNCH EVENT

S. Goodheart reported that every year ROX try to raise their profile and promotion through a launch party. The organisation had gone ahead and booked the Hotham Arts Centre for the event to be held on

Saturday 16 June. Further he explained that due to the elections they had to work on assumption that this would be supported by the Committee. It was thought that this could also be the SunFest launch and it was noted that they had approval from all partners involved in the Festival. There would be no cost implication to the Town Council. The Committee was reminded of the resolution that all elements would be marketed with the marketing group approval under the umbrella of the Festival. The Events Officer also pointed out that BRTC as the organiser of the SunFest should have been officially informed and involved in the decision process. It was then suggested that the launch is organised for the ROX element only.

Cllr. A. Cunard and Cllr. J. Brooks both declared a Prejudicial Interest in all business related to the Hotham Arts Centre and left the meeting.

However following a detailed discussion, it was **UNANIMOUSLY RESOLVED** that the launch is organised under the SunFest brand.

Cllr. A. Cunard and Cllr. J. Brooks returned to the meeting.

It was noted that due to the limited time scale BRTC officers could only offer limited support.

15. DATE OF NEXT MEETING

The next meeting would be held at the The Town Hall at **7pm** on 27th June 2007.

The meeting closed at 8.03pm.