



BOGNOR REGIS TOWN COUNCIL

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MUSIC FESTIVAL

MINUTES OF A MEETING OF THE MUSIC FESTIVAL 2007 COMMITTEE

Wednesday 4th April 2007 at the Town Hall

PRESENT: Cllr. J. Hayward (Chairman), Cllr. Mrs. J. Gillibrand, Cllr. R. Gillibrand, Cllr. K. Scutt

IN ATTENDANCE: A. Cunard, Mrs. S. Holmes, R. Hildreth, Mrs. S. Ross, M. Ringwood.

The meeting opened at 7.01 pm.

97. WELCOME BY THE CHAIRMAN

The Chairman welcomed those present.

98. APOLOGIES FOR ABSENCE

Apologies of absence were noted as being received from Cllr. D. Eldridge, Cllr R. Nash, A. Levto and E. Benackova.

The Events Officer explained that in Erika's absence she would be taking the Minutes and asked if all members could keep their comments as brief and succinct as possible.

99. 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. K. Scutt declared a Personal Interest in all matters relating to Bognor Regis Town Football Club.

R. Hildreth declared a Personal Interest in all business related to the ROX organisation.

A. Cunard declared personal interest in all business related to the Alexandra Theatre as Trustee of the Alexandra Theatre.

Mrs S. Ross declared a Personal Interest in all matters related to The Bognor Regis Concert Band.

100. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 7th MARCH 2007, PREVIOUSLY CIRCULATED

The Committee **RESOLVED** to approve the Minutes of the meeting held on 7th March 2007 as a true and correct record of the proceedings and the Chairman signed them.

101. MATTERS ARISING FROM THE MINUTES

There were none.

102. WEEKEND 21st – 22nd JULY 2007 AND ROX ELEMENT

Ron Hildreth reported on planning for the Rox element. The last SAG had been postponed. ROX had submitted a revised Health & Safety Document and had addressed issues raised at the previous SAG meeting. ROX felt that Arun and the Police were quite comfortable with what had been submitted. A new security company had been appointed and fund-raising continued. About 40 or 50 local artists had applied to appear over the weekend. The initial event licence had been submitted and the Licensing Committee was due to meet at the end of May.

The Events Officer reported that she had had a meeting with Nick Jones (The Railway PH) and Mark Ringwood, and the possibility of an outside broadcast from The Railway of Mark's Sunday evening show was being proposed to Spirit FM.

103. PROPOSALS FOR MIDWEEK

A Matrix was circulated showing the activities currently arranged. (Appendix 1). The Events Officer reported that she had applied for two lots of funding from WSCC for the Music Festival and both bids had been successful. One was to stage workshops and it was agreed by the Committee that this should be channelled through the workshops being run over the Rox weekend. The second amount was to support the involvement of the Eastern European community with the Music Festival.

The following points regarding the mid-week programme were made:

- The Hamsters (well-known band) have been booked to play at the Theatre on Thursday 26th - this will be on a % basis.
- The Events Officer is still in negotiation with the local E. European community regarding a band from Lithuania, who had indicated they would like to appear. Costings are currently being worked out.
- It was suggested that something should be organised for the younger children, possibly a Junior disco - the Studio room at the Theatre could be available for this.
- Mark Ringwood had suggested another artist who we may be able to get on a % basis, Ruthie Foster, and the Events Officer is investigating this.

Adam Cunard gave his apologies and left the meeting at 7.20pm

- Final details regarding the contract and costings for the Warsaw Village Band need to be agreed - Events Officer to pursue this with M. Ringwood and A. Cunard. Costs will also include pick up from airport and then dropping at hotel in Swindon.
- The Railway PH will be running an Open Mic session on the Wednesday.
- Comment was made about the issue of VAT being charged on ticket sales and this will also be discussed with M. Ringwood and A. Cunard.
- It was suggested that we might be able to use the Littlehampton Community College Steel band - Events Officer to investigate.
- Some equipment will need to be hired in by the theatre and this is being negotiated.

104. PROPOSALS FOR WEEKEND 28th – 29th JULY

The Events Officer has now booked a Country Music Band for the Sunday night and is currently finalising details with the band.

A photo exhibition has been agreed with Nick Jones, who has a large number of photographs of jazz

performers. This will tie in with the performance by Humphrey Lyttelton on the Saturday night. It was suggested that we should try and dress the town for the week, with flags and bunting. The local shops should be encouraged to take part - Events Officer to follow up.

105. BUDGET & OUTSIDE FUNDING UPDATE

The confidential budget list was circulated. Many of the costings are still estimated at this stage. The Events Officer will try and firm up on the cost of performers and also the likely cost of the advertising so that the Budget figures for the next meeting are more specific.

106. THE MUSIC FESTIVAL SAFETY ADVISORY GROUP REPORT

As reported earlier, the last SAG had been postponed, due to the high number of apologies. The next meeting will be 12 April.

107. THE MARKETING GROUP

A copy of the report is attached to these Minutes as Appendix 2. We are still waiting the updated version of the logo.

108. DATE OF NEXT MEETING

The next meeting would be held at The Town Hall at 7pm on 1st May 2007.

The meeting closed at 8.05pm.

Music Festival Programme for week

Venue	Sat 21	Sun 22	Mon 23	Tues 24	Wed 25	Thur 26	Fri 27	Sat 28	Sun 29
Theatre		Old Time Music Hall 6 pm			Band from Lithuania (poss)	The Hamsters (poss)	Afternoon – Handbell ringers Eve -Warsaw Village Band	Humphrey Littleton - evening	Capricorn
Hotham Park / Bandstand		West Sussex Guitar Club BR Concert Band							Salvation Army 3pm
Music School					Glimpse into the Future			Guitar Trio	
PUBS		Mark's programme live from The Railway (poss)			Open Mic at Railway				
BR Music Club		Piano Recital							
Churches									South Bersted Church 4 pm Cream tea and music 6 pm Songs of Praise / concert
Bandstand Seafront									
Seafront	Rox Organisation element	Rox element							
Royal Norfolk Hotel				Bognor Regis Concert Band					Possible folk/acoustic performances Pom Pom troupes #

Will try and move this so that it does not clash with Churches Together

I am talking to Eastern European Advisory Group regarding putting something on for their community, probably in the theatre.

Bognor Regis Music Festival

Notes of Marketing Group meeting held on 22 March at 10.30 am at Event Officers Office

Present: Sue Holmes (SH) , Robin Parker (RP), Mark Ringwood (MR)

SH clarified the position with regard to the logo and poster being referred back by the Music Festival Group. Spirit FM had briefly run a story that the logo had been criticised by the Group (misunderstanding of line in Minutes of last Music Festival meeting).

The Music Festival Committee had asked that the logo should be made stronger, possibly with different font, as it would be used for a number of applications.

ACTION RP

Sunfest website – is this name available – **ACTION SH**

Brochure To be concertina style, folding to one third of A4 size
Should a map be included showing key venues? Design – Robin and Mark

ACTION RP & MR

Distribution: to be made via the following

VIC's

Mailing lists (Hotham Arts Centre, Roots Around the World, Sussex Arts Marketing)

Business Partnership

Arun Times – possible advert

Town Newsletter

Connexions West Sussex

Direct to hotels and B & B's

Regis School of Music and Music Club databases

Speak to Miranda / Community services re Eastern European groups

We need to work out the number required.

Pub quiz around theme of Music Festival

Ask Pubwatch members to participate. Each pub to run their own quiz and then winning team from each pub to go into a final. Venue for final? – possibly White Horse

Also need prizes – try The Woods (for music prize) **ACTION SH**

Posters

To be distributed where we can get them. **ACTION SH** to speak to Paul Beckerson about how soon the poster drums will be available.

Buskers

Possibly do a Busking competition. Mark has some contacts Sue reported that the Council are applying to licence London Road shopping precinct for entertainment. **ACTION SH and MR**

Music at The Railway

Sue to speak to Nick Jones about this. Also about the photographic exhibition Nick is to put on at the theatre – Jazz artists **ACTION SH**

Date for brochure copy

It was agreed that we will try and have the brochure ready for distribution by end of May – final cut off point to be 11 May. **ACTION ALL**

Butlins involvement

Sue to speak to Jude / Jamie on this **ACTION SH**