



# BOGNOR REGIS TOWN COUNCIL

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## MUSIC FESTIVAL

### MINUTES OF A MEETING OF THE MUSIC FESTIVAL 2007 COMMITTEE

Monday 5<sup>th</sup> February 2007 at the Town Hall

**PRESENT:** Cllr. J. Hayward (Chairman), Cllr. D. Eldridge, Cllr. Mrs. J. Gillibrand, Cllr. R. Gillibrand, Cllr. R. Nash, Cllr. K. Scutt (from Min. 74).

**IN ATTENDANCE:** P. Beckerson, E. Benackova, S. Goodheart, A. Levtov, M. Ringwood, S. Ross.

*The meeting opened at 7.01 pm.*

#### 72. TO APPOINT CHAIRMAN & VICE-CHAIRMAN

The Committee **AGREED** to appoint Cllr. J. Hayward as the Chairman and Cllr. R. Gillibrand as the Vice Chairman.

#### 73. APOLOGIES FOR ABSENCE

Apologies of absence were noted as being received from Cllr. S. McDougall, Cllr. Mrs. J. Warr, S. Holmes, R. Hildreth.

#### 74. 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 offered his apologies and joined the meeting at 7.06pm.*

*Cllr. R. Nash & Cllr. K. Scutt declared a Personal Interest in all matters relating to Bognor Regis Town Football Club.*

*S. Goodheart declared a Personal Interest in all business related to the ROX organisation.*

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

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

#### 75. TO APPROVE TERMS OF REFERENCE

Terms of Reference were handed out to those present and the Committee **AGREED** to approve the draft.

**76. TO APPROVE CO-OPTION OF THE FOLLOWING NON-VOTING MEMBERS: A. LEVTOV, S. GOODHEART, S. ROSS, A. CUNARD, M. RINGWOOD AND R.HILDRETH.**

The Committee **RESOLVED** to confirm the appointments of the following co-opted non-voting members: A.Levtov, S. Goodheart, S. Ross, A. Cunard, M. Ringwood and R. Hildreth.

**77. APPROVAL OF THE SUB-COMMITTEE MINUTES OF THE MEETING HELD ON 9<sup>th</sup> JANUARY 2007, PREVIOUSLY CIRCULATED**

The Committee **RESOLVED** to approve the Minutes of the Sub-Committee meeting held on 9<sup>th</sup> January 2007 as a true and correct record of the proceedings and the Chairman signed them.

**78. MATTERS ARISING FROM THE MINUTES**

There were none.

**79. WEEKEND 21<sup>st</sup> – 22<sup>nd</sup> JULY 2006 AND ROX ELEMENT**

Due to the absence of the Events Officer, S. Goodheart reported. It was noted that the discussions with the SAG Group are ongoing and the next meeting would be held at the end of the month. The Committee was reassured that ROX organisation recognize the fact that unless the SAG Group is happy with all aspects the event will not go ahead. ROX have also been talking to security companies especially one that is experienced in securing free open air festivals. Concern was expressed over financing the event following the grant application refusal. The lack of funding could reflect into the event ROX put on. In answer to a question whether there are any issues at the moment, S. Goodheart advised that there are none. Due to the absence of the Events Officer, there was no news of arranging the meeting with the Editor of the Observer and Duncan from Spirit FM.

**80. PROPOSALS FOR MIDWEEK**

In the absence of the Events Officer, the Projects Officer reported on the arrangements. The Events Officer had been approached by one or two pubs and waiting for further details. More details of the event run by the church group were also required. The performances at the Regis School of Music had been agreed. The Concert Band would play on the first Sunday in Hotham Park, along with the West Sussex Guitar Club and also on Tuesday evening. Additionally there would be a Classical Piano Recital by Marcus Andrews in the Music Club on the first Sunday. Matrix of the events attached (Appendix 1). Due to the absence of A. Cunard, there was no news concerning any performances at the Theatre.

**81. PROPOSALS FOR WEEKEND 28<sup>th</sup> – 29<sup>th</sup> JULY**

Due to no decision about artists appearing at the Cambridge Folk Festival, there was no news on the folk performers available. It was noted that Folk on the Coast is scheduled to be held at the Theatre on Friday 27<sup>th</sup> July and could be enhanced by a special guest.

**82. BUDGET & OUTSIDE FUNDING UPDATE**

In the absence of the Events Officer, the Projects Officer reported. To update the budget, some of the performances need to be firmed up. The budgets sheet will be available at the next meeting. The Events Officer had applied to WSCC for funding to run an event for Eastern European groups during the week. She is liaising with the local Eastern European Advisory Group to ensure that we engage with them and provide something that they want. Further the Committee debated other funding sources such as ADC and Joint Western Arun Area Committee. It was pointed out that there is an Expanding Communities Conference at Butlins on 1 March and two BRTC officers will be attending.

**83. NAME OF THE FESTIVAL - COMPETITION**

The Sub-Committee meeting on 18<sup>th</sup> December 2006 had agreed that a competition would be held. Under the 6 month rule (Standing Order 14.1) a decision of the Council cannot be reversed within 6

months except by special resolution. As this was not the case at the Sub-Committee meeting on 9<sup>th</sup> January 2007, the original decision must stand. However there is no time to organise suitable prizes that would guarantee publicity from Spirit FM. It was therefore suggested that the Committee may wish to reconsider the competition.

Under the circumstances, it was **RESOLVED** to suspend Standing Order 14.1 and give delegated powers to the Marketing Group to decide on the name.

A suggestion was put forward to call the Festival 'Bognor's SunFest' and some discussion followed. It was **AGREED** to recommend this to the Marketing Group as a preferred name.

#### **84. MARKETING GROUP**

Following membership was **AGREED**: the Chairman, the Vice-Chairman, the Events Officer, R. Parker (ROX representative), M. Ringwood and A. Cunard. The first meeting would be arranged as soon as the Events Officer recovers.

The next meeting would be held at the The Town Hall at **7pm** on 7<sup>th</sup> March 2007.

*The meeting closed at 7.50pm.*

**Appendix 1**

Venue	Sat 21	Sun 22	Mon 23	Tues 24	Wed 25	Thur 26	Fri 27	Sat 28	Sun 29
Theatre							Folk performance	Humphrey Littleton - evening	Folk performance
Hotham Park / Bandstand		West Sussex Guitar Club BR Concert Band						Possible folk / acoustic performances Pom Pom troupes	
Music School					Glimpse into the Future			Guitar Trio	
PUBS									
BR Music Club		Piano Recital							
Churches		St Mary Magdalene (Churches Together event)							
Bandstand Seafront									
Seafront	Rox Organisation element	Rox element							
Royal Norfolk Hotel				Bognor Regis Concert Band					

Items agreed as at 26 January 2007.

Full details of each element still being developed.

Rox element will depend on satisfying Safety Advisory Group that seafront event can be managed.

## **Music Festival Committee Terms of Reference**

1. To define the nature of Music Festival within the general guidelines of Council policy.
2. To promote the event through the media and other methods to ensure the continuity and success of the Music Festival.
3. To agree a programme of events that caters for a wide range of tastes and differing age ranges.
4. To liaise with ADC and emergency services, and make the necessary applications to cover all aspects of the event including road closures.
5. To take all the necessary precautions to ensure the safety of those involved in the event and the general public.
6. To invite members of the public who can contribute to the event with their skills to join the committee as non-voting members.
7. To agree budget expenditure under delegated powers within the overall budget allocation approved by Environment and Leisure Committee and ensure adherence at all times to the Town Council's Standing Orders relating to contracts.

PB 05/02/2007