



# BOGNOR REGIS TOWN COUNCIL

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## MUSIC FESTIVAL

### MINUTES OF A MEETING OF THE MUSIC FESTIVAL 2006 SUB-COMMITTEE

Thursday 9<sup>th</sup> February 2006 at the Council Chamber

**PRESENT:** Cllr J Hayward, Cllr Mrs J Gillibrand, Cllr R Gillibrand, Cllr K Scutt.

**IN ATTENDANCE:** Sue Holmes (EO), Erika Benackova (Minute taker).

*The meeting opened at 2.10pm.*

#### 1. APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN

The Sub-Committee **AGREED** to appoint Cllr John Hayward as the Chairman and Cllr Robert Gillibrand as Vice Chairman.

#### 2. APOLOGIES FOR ABSENCE

Apologies were received from Cllr R Nash.  
Cllr R Nash had been invited to join the Sub-Committee but it was likely the timing of today's meeting meant he was unable to attend.

#### 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.

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

#### 4. CONSIDERATION OF TERMS OF REFERENCE

The Sub-Committee has been requested to consider draft Terms of Reference. It was suggested that a clause about funding should be included. The Sub-Committee **AGREED** to include this into item no.5. Appended as Appendix 1.

**5. CONSIDERATION OF CO-OPTION OF NON-VOTING MEMBERS**

The Committee **AGREED** to invite Alexander Levtov, Peter Keen, Steve Goodheart, Adam Cunnard and a representative from The Regis Concert Band to join to Sub-Committee as co-opted non-voting members.

**6. CONSIDERATION OF WAY FORWARD**

Members **AGREED** that the Festival should be a week long event and a variety of music should be presented.

The Events Officer informed the Members that the Bognor Regis Carnival will not be held this year and suggested date for the Music Festival 29<sup>th</sup> July 2006. The Sub-Committee **AGREED** this date.

The original concept for the event was for a festival of music over a week or so. It was therefore **AGREED** that we would seek to co-ordinate a series of events leading up to 29<sup>th</sup> July, beginning with a 'Songs of Praise' type event in Hotham Park on Sunday 23<sup>rd</sup> July. The Events Officer pointed out that this could form part of the Summer Music Programme for Hotham Park. She will contact the Salvation Army to see if they are available.

It was suggested that we could encourage other organisations to set up and run events, which could then be packaged under the Music Festival Programme. Some of these could be charged for activities, but all income from them would go to the organisers, as would costs.

The Events Officer will investigate organisations and venues that may be willing to take part in the overall programme. Promotion and publicity would be done by the Town Council.

The Events Officer reminded members that the Town Council would need to manage any event in Hotham Park including staging and amplified music. We need to be mindful of possible sound levels likely to be imposed by Arun District Council.

It was **AGREED** that the Festival should have its own logo. The Events Officer will approach Mike Jupp to ask if he would design a logo.

**7. DATE OF NEXT MEETING**

The next meeting would be held at **The Foyer, Alexandra Theatre at 1.30pm on Friday 3<sup>rd</sup> March 2006.**

*The meeting ended at 3.05pm*

## **Bognor Regis Town Council**

### **Music Festival 2006 Sub-committee**

#### **TERMS OF REFERENCE**

1. To define nature of Music Festival
2. To decide on co-option of non-voting members
3. To agree budget expenditure
4. To agree programme of events
5. To ensure all appropriate documentation is prepared and any necessary licenses acquired and identify other possible sources of funding
6. To agree publicity and promotional materials
7. To report to Environment and Leisure Committee