



# BOGNOR REGIS TOWN COUNCIL

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## MUSIC FESTIVAL

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

**Monday 26<sup>th</sup> June 2006 at the Regis School of Music**

**PRESENT:** Cllr. D. Eldridge, Cllr. J. Hayward, Cllr. Mrs. J. Gillibrand, Cllr. R. Gillibrand,  
Cllr. S. McDougall, Cllr. R. Nash.

**IN ATTENDANCE:** E. Benackova, S. Holmes, S. Ross.

*The meeting opened at 7.05 pm.*

#### 1. ELECTION OF CHAIRMAN & VICE-CHAIRMAN

It was **RESOLVED** to appoint Cllr. J. Hayward as Chairman and Cllr. R. Gillibrand as Vice-Chairman of this Sub-Committee.

#### 2. APOLOGIES FOR ABSENCE

Apologies of absence were noted as being received from Cllr. K. Scutt, A. Cunard, S. Goodheart, A. Levtov.

#### 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.

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

*Cllr. R. Gillibrand declared a Prejudicial Interest in all matters relating to Hotham Arts Centre (Alexandra Theatre).*

#### 4. CONFIRM APPOINTMENT OF CO-OPTED NON-VOTING MEMBERS OF THE SUB-COMMITTEE

The Committee **RESOLVED** to confirm the appointments of the following co-opted non-voting members: Adam Cunard, Steve Goodheart, Peter Keen, Alexander Levtov and Sue Ross.

**5. APPROVAL OF THE MINUTES OF THE MEETINGS HELD ON 4<sup>th</sup> APRIL & 4<sup>th</sup> MAY 2006, PREVIOUSLY CIRCULATED**

The Sub-Committee **RESOLVED** to approve the Minutes of the meetings held on 4th April & 4th May 2006 as a true and correct record of the proceedings and the Chairman signed them.

**6. RATIFY THE NOTES OF THE NON-QUORATE MEETING HELD ON 15<sup>th</sup> JUNE 2006, PREVIOUSLY CIRCULATED**

The Committee noted that there had not been a quorum present for the meeting scheduled to be held on 15<sup>th</sup> June 2006. It was **RESOLVED** to ratify the Notes. A copy of the Notes to be appended to these Minutes as Appendix 1.

**7. MATTERS ARISING FROM MINUTES**

In response to a query re tickets sales, the Events Officer advised that she had not been able to get hold of Adam Cunard to find out the figures.

**8. BUDGET**

Confidential budget list was circulated to those present. The Sub-Committee noted slight changes to the Publicity section where the press advertising has increased by £150. This is due to extension of the advertising schedule with the Observer to three weeks. Subsequently the cost of Programmes & Posters was reduced by £150 as the figure will still enable us to have at least 5,000 copies printed.

The Events Officer will meet with Spirit FM to discuss radio advertising in due course and the exact cost will be known then. The Members agreed that Eliza Carthy should be good draw however there had been some issues with her contract.

In order to avoid further delays in the Festival preparations, The Sub-Committee **RESOLVED** to delegate power to the Events Officer to move the figures within different sections of the budget provided it does not exceed the budget. In case of possible overspend, the power was delegated to the Chairman & Vice-Chairman.

It was then **RESOLVED** to **APPROVE** the budget.

**9. PROGRAMME FOR THE WEEK**

The programme was handed out (Appendix 2) and the Events Officer reported on various events.

The Sub-Committee noted that The Bognor Regis Music Club had agreed to stage an Argentinean tango music evening on 23rd July and the event need to be underwritten to the value of £425 against lack of ticket sales only. The break even figure for the event would be an audience of 54 people and they do not anticipate having any problems achieving this number. It was **RESOLVED** to underwrite this amount.

**10. EVENTS ON SATURDAY 29TH JULY 2006**

As per Appendix 2.

## **11. TO APPROVE CONTENT AND NUMBER OF PROGRAMMES**

The Events Officer was hoping to have the draft programme available at this meeting but it was not possible to get it done in time. It will have the same format as Sands of Time apart from the map. There will be some details about the performers inside and list of all performances on the back. The Events Officer advised that the cost of printing 5,000 16 pages A5 full colour Sands of Time programmes was £1,200. As this programme will probably have less pages, the cost should be less. At the last meeting it was felt that the same amount should be printed. After some discussion the Sub-Committee **RESOLVED** to accept this.

## **12. TO APPROVE THE ADVERTISEMENT PROOF**

The Events Officer handed out the first proof of the Festival' advert and following some discussion and an amendment to wording for Eliza Carthy the Sub-Committee **AGREED** to accept the basic format.

## **13. ADDITIONAL PUBLICITY**

The Events Officer advised that appropriate press releases will be issued and emailed, where appropriate, to circulate information to jazz clubs, folks clubs etc. Posters and banners will also be produced and a link set up to the Town Council website. Once the Programmes have been produced, these will be circulated these as widely as possible. Lamp post banners are also being produced.

Corex boards around the town and perhaps Chichester & Littlehampton were suggested. The Events Officer advised that the regulations will need to be checked to ensure we comply.

## **14. DATE OF NEXT MEETING**

The next meeting would be held at **the Council Chamber** at 7.00pm on Monday 10<sup>th</sup> July 2006.

*The meeting closed at 7.50pm.*

## MUSIC FESTIVAL

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

**Thursday 15<sup>th</sup> June 2006 at the Council Chamber**

**PRESENT:** Cllr. J. Hayward, Cllr. R. Gillibrand.

**IN ATTENDANCE:** E. Benackova, S. Holmes, A. Levto, S. Ross.

*The meeting opened at 2.05pm.*

#### **1. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**

As the meeting was not quorate, the election could not be held. It was **AGREED** that Cllr. J. Hayward should take the Chair for this evening.

#### **2. APOLOGIES FOR ABSENCE**

Apologies of absence were noted as being received from Cllr. Mrs. J. Gillibrand.

#### **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.

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

#### **4. MATTERS ARISING FROM THE MINUTES**

##### **4<sup>th</sup> May - Min.30.1 Matters arising from the Minutes - Decking**

The Events Officer reported on the email she had received from the Council's Insurance Company. If the decking was to stay down as a permanent structure, a risk assessment and management plan would have to be done.

#### **5. GENERAL DISCUSSION**

As the Councillors present were unable to make any resolutions an informal discussion took place.

So far 40 Acker Bilk tickets sold, owing to the posters being displayed for a week. As for Eliza Carthy, the contract had been received this week and therefore the publicity can start.

The Events Officer handed out the first proof of the Festival' advert that will go to the Observer Magazine under TV listings. It was **AGREED** to **RECOMMEND** that the proof be accepted. She had also spoken to Spirit FM and arranged a meeting for next week.

It was noted that the programme of the Festival will have the same format as Sands of Time programme. In answer to a question about the amount of programmes, the Events Officer advised that the cost of printing 5,000 Sands of Time programmes was £1,200 and most of them are were distributed before the event. As the Sub-Committee had previously agreed to

allow £2,500 for programmes & posters in the budget, it was felt that the same amount of programmes could be made. It was also suggested to give the programme out to everyone who buys a ticket for any event during the week.

In answer to a question about selling any advertising, the Events Officer advised that this is very time consuming and as the Festival' date is fast approaching there will not be time for this. She also reminded the Members that this year' budget is mainly for marketing purposes.

Banner advertising the Festival will go up after the Proms in the Park banner is taken down.

The Events Officer reported that Bucks Wind Ens had withdrawn from attending and now there is an hour gap on Saturday and Sunday that needs to be filled in. Alexander Levtov will try to find a performer and let the Events Officer know.

The Theatre will probably be running an evening during the Music Festival week that relates to the Pantomime later in the year. This will give them an opportunity for advance publicity for the Pantomime. The event will probably be aimed at younger children who are not catered for so far during the Festival.

With regard to the Festival logo, the Events Officer has not had any suggestions since the last meeting. Following discussion on the matter, it was felt that now it is too late but the Members need to give it serious considerations next year. This Sub-Committee was established quite late and the event planning was therefore restricted. After the first Festival, The Sub-Committee will have a year to plan and develop the event.

It was reported that Mrs. Sue Ross had become the Chairman of Bognor Regis Concert band and would be representing them on this Sub-Committee.

## **6. DATE OF NEXT MEETING**

The next meeting TBA.

*It has now been confirmed that the next meeting will be held at Ensemble room, the Regis School of Music, Sudley Road at 7.00pm. Please arrive at 7.00pm not before as the room is being used.*

***The meeting closed at 2.45pm.***

## Programme for Bognor Regis Music Festival

### **BOGNOR REGIS MUSIC CLUB**

2 Sudley Road

**Sunday 23<sup>rd</sup> July** An evening of Argentinian tango music £8 entrance on door

### **HOTHAM ARTS CENTRE (ALEXANDRA THEATRE)**

**Wednesday 26** Band night

Come and enjoy the best of our local bands.

**Thursday 27 7.30 pm**

#### **Eliza Carthy**

Daughter of folk legends Norma Waterson and Martin Carthy, a widely-respected singer within the Folk world and beyond.

Tickets £12.50 Phone 861010

**Friday 28 3 pm**

#### **3 pm Bognor Regis Handbell Ringers**

Something a bit different. Handbell ringing is an old tradition and the bells have a unique and beautiful sound. Come and hear this local group perform popular songs – sing along if you want to.

**Friday 28 7.30 pm**

#### **Sing-a-long-a Joseph and the Amazing Technicolor Dreamcoat 7.30**

(see attached from Singalonga site for info- we have to use the logo and tab as attached)

Tickets £13.50 – Phone 861010

**Saturday 29**

#### **Jazz at the Theatre**

Starting at 1.30 pm with the Mardi Gras Joymakers, followed by a jazz pianist and then the Gresty/White Ragtimers, come along and enjoy the swinging beat and joyful sounds.

The Joymakers will begin their performance in London Road shopping precinct and then at the Theatre – FREE performance

**Mr Acker Bilk MBE and his Paramount Jazz Band 7.30 pm**

The man himself. Round off your day of jazz with a stunning performance by the Master. Tickets £14.00 Phone 861010

### **REGIS SCHOOL OF MUSIC**

**Wednesday 26**

#### **“Glimpse into the Future” 7.30 pm**

Concert by young musicians – winners of recent festivals and competitions

Phone 866162

#### **Music for a Romantic Summer Evening 7.30 pm**

Percussion Trio from St Petersburg

Virtuoso ensemble on tuned percussion.

### **HOTHAM PARK**

**Sunday 23 3 pm**

#### **Bognor Regis Concert Band**

If you enjoyed Proms in the Park, come along and have another helping of this popular local Band

**Saturday 29 from 12 noon**

A varied selection of music, including Sussex Folk Orchestra, Bucks Wind Ensemble, Bognor Regis Concert Band and more. Also enjoy the spectacle of the Regis Troopers and South Coast Astra Letts between the music.

Phone 825535

**SEAFRONT BANDSTAND**

**Sunday 30**

In the morning the Bucks Wind Ensemble will play, followed by the Salvation Army band in the afternoon.

Phone 825535

**PUBS AND CLUBS**

Many of the local Pubs will be providing music during the week of the festival. See programme, available from Visitor Information Centre, for full details.

For more information on all of the above, phone 825535.