



BOGNOR REGIS TOWN COUNCIL

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SANDS OF TIME SEASIDE FESTIVAL

NOTES OF A MEETING OF THE SANDS OF TIME 2007 COMMITTEE

Wednesday 21st March 2007 at the Council Chamber

PRESENT: Cllr. D. Eldridge (Chairman), Cllr. J. Hayward.

IN ATTENDANCE: E. Benackova, T. Bell, E. Holmes, S. Holmes.

The meeting opened at 6.01pm.

1. WELCOME BY THE CHAIRMAN

The Chairman welcomed those present. As the meeting was not quorate it was **AGREED** to make recommendations where necessary.

2. APOLOGIES FOR ABSENCE

Apologies of absence were noted as being received from Cllr. M. Chapman, Cllr. Mrs. J. Warr, Cllr. Mrs. S. Daniells, S. Hardy and L. Evans.

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

4. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no questions.

5. CONSIDERATION OF POSSIBLE VENUES

The Events Officer reported on her meeting with Lewis Marquees Ltd and the quotations for 40'x40' traditional poled marquee and 12m wide x 30m frame structure marquee. It was **AGREED** to **RECOMMEND** that the expenditure of £483 for traditional marquee be approved.

There was some concern about provision of the Games Arena within Steyne Gardens due to number of flower beds. The Events Officer will approach Parks & Greenspaces Dept. of ADC re this. Further she would liaise with Cleansing about removing dog mess from the area before the event.

There had also been a confirmation from RNH of the grounds and Garden room availability on Sunday.

6. PROPOSALS FOR 2007 EVENT

It was understood that most of the entertainment had been booked and everything was in order.

The Events Officer had that hoped that S. Hardy and Cllr. Mrs. J war would be present to check the rules for the Sandcastle competition. As they were absent, the Events officer would approach them this week regarding an additional rule for children's category – any assistance by an adult would result in the structure not be judged.

So far 59 entries for Cars Cavalcade had been received and we are still awaiting the entries from The American Car Club. There was some discussion on the Victory Jivers performance and the issue of spectators blocking the Prom for people passing by. It was suggested that perhaps their cars could be parked at some distance from the decking in order to provide a viewing area in between.

It was noted that the Events Officer is liaising with Emma Holmes on the children's activities and some ideas were presented to the Committee. The activities could run both days from 11am until 4pm subject to staff numbers with maximum of twenty children per session. Suggestion was made that ADC Recycling Officer could be approached in order to gain some material for the junk modelling competition. There was also discussion on compliance with Health & Safety Regulations.

7 tables had been booked for the Craft Fair to date. It was proposed to offer charities the opportunity to have stalls within the small road closure on Saturday. It was **AGREED** to **RECOMMEND** that this is organised. The Events Officer will liaise with CVS.

It was noted that there is still an issue of finding a suitable field for the donkeys and Members were advised that an article would be put in the Observer.

There was some debate on the hire of inflatable crab but Members were reminded that this would be subject to funding.

The Events Officer presented plaques produced by Southern United Ltd. It was felt that there was a need for improvement to the current plaques and the Events Officer agreed to liaise with T. Bell on the design and approach the company re a quote.

It was noted that the Council had been advised Mr. Spiers was retiring from R.N.L.I. and their involvement in our event was therefore uncertain.

7. ADDITIONAL FUNDING SOURCES

The Events Officer was still awaiting a decision on the grant application.

8. DRAFT BUDGET APPROVAL

The draft budget was handed out to those present and the Events Officer reported on the figures.

It was **AGREED** to **RECOMMEND** that the budget is approved.

9. PUBLICITY AND MARKETING

Negotiations with the Observer on the Programme had started. The BRTC website is being updated on regular basis and the Festivals details are being submitted onto different event listing websites.

10. CORRESPONDENCE

- 10.1 Classic Cars Booking Forms
- 10.2 Letter from Mr. N. Mager confirming availability & cost of donkeys
- 10.3 Letter from Mrs. M Wright re Craft Fair
- 10.4 Letter from Mr. P. Farrell re cavalcade entry charge & plaque
- 10.5 Craft Fair Booking Forms

11. DATE OF NEXT MEETING

The next meeting will be held on **30th April 2007 at 6pm in the Council Chamber.**

The meeting ended at 7.02pm