



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Kate Gill, The Town Hall, Clarence Road
Bognor Regis, West Sussex PO21 1LD
Telephone: 01243 867744 Fax: 01243 865744
E-mail - bognortc@bognorregis.gov.uk

SANDS OF TIME SEASIDE FESTIVAL

NOTES OF A MEETING OF THE SANDS OF TIME 2007 COMMITTEE

Monday 30th April 2007 at the Council Chamber

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

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

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. TO APPROVE EXPENDITURE OF £334.94 TO PURCHASE A GAZEBO

The Events Officer referred to the Memo she sent out to the Members of the Committee for approval. It was noted that the Members had unanimously agreed the proposals.

Idea of a new layout of the programme was presented. It was agreed that this would be easier to read. Negotiations with The Bognor Regis Observer are ongoing.

It was noted that the 9m x 4m gazebo had been purchased for £334.94 using the Awards for All funding.

Preparations are underway for the Charity Fair on Saturday. Invitations had gone out through CVS with deadline for responses at the end of this week. The Events Officer would then submit an application for street trading licence. Due to this event, the road closure will be the same on both days.

6. PROPOSALS FOR 2007 EVENT

Matrix of events (Appendix 1) for both days was handed out. The entertainment had been booked and includes performances by Fusions Dance Company, the Regis Jazz Band, Punch & Judy, Magic Shows, Victorian Walkabouts and many more.

It was reported that the Concessionaires had agreed to sponsor the Sandcastle Competition. The registration would start at 10 am with judging at 12 noon and presentations at 1.30pm. Cllr. Mrs. J. Warr had agreed to support the competition. Pip Frederick would organise the trophies.

So far 90 entries for Cars Cavalcade had been received and the deadline therefore extended until we have got about 100-120 entrants. The Events Officer was still awaiting quotes from Southern United Ltd. for the plaques. T. Bell reported on the lack of volunteers for West Park and the Events Officer agreed to arrange some.

Draft plan (Appendix 2) for children's activities was handed out to those present. The workshops would run on both days, some free of charge others for £1. Parents will have to accompany their children.

Letters and posters had gone out to schools about the junk modelling competition asking for assistance in publicizing the competition. The entries would be displayed throughout the weekend for the public to view with judging taking place on the Sunday afternoon. The competition will have two age categories – up to 7 and 8 – 11 and the prizes have been provided by Butlins and Merlin Entertainment.

A display in the Library will be done after 28 May.

With regard to the Craft Fair, there are 10 tables booked and the event had been listed on Crafts website. Banner will also be organised.

A field for the donkeys had been found and all is in hand.

The Events Officer had been trying to get the recycling officers and the beach warden involved but was still awaiting their reply.

7. TO SELECT SECURITY FIRM FOR THE EVENT (3 QUOTES RECEIVED)

The Events Officer reported on the 3 quotes from following security firms AWAX, Guardian and The Corps Event Security. Quotes from the last two companies are lower as they charge less per hour for SIA badged staff. It was **AGREED to RECOMMEND** that Guardian is booked.

8. TO BOOK WORKSHOP LEADERS AND APPROVE THE EXPENDITURE FOR PURCHASING EQUIPMENT AND SUPPLIES

It was **AGREED TO RECOMMEND** that £700 is allocated to Mosaic workshop and £700 to Arts & Crafts workshops.

9. TO APPROVE BOOKING OF A CHILDREN'S THEATRE SHOW CALLED RAINBOW FISH

The Events Officer presented details of the show aimed at 4-7 year old children which would be hold at the Theatre in Sunday afternoon. The show will cost £475. It was **AGREED TO RECOMMEND** that this is approved.

10. PUBLICITY AND MARKETING: TO AGREE THE DESIGN AND PRINTING OF THE BROCHURE

Already discussed and the new layout approved. Once the programme is printed, it will be distributed widely.

11. ADDITIONAL FUNDING SOURCES

The Events officer reported on success of the bid to Awards for All.

12. DRAFT BUDGET APPROVAL

The draft budget was handed out to those present and the Events Officer reported on the figures. There was some discussion on putting down permanent decking and it was **AGREED TO RECOMMEND** that the expenditure is covered from this budget. The Events Officer will apply for a planning permission and weekly inspection will also be put in place.

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

13. CORRESPONDENCE

13.1 Classic Cars Booking Forms

14. DATE OF NEXT MEETING

The next meeting will be held on **23rd May 2007 at 6pm in the Council Chamber.**

The meeting ended at 6.35pm

Programme of events Saturday

All day:

10.30 am	Art Exhibition
10.30 am	History Exhibition
10.30 am	Children's art and craft workshops
10.30 am	Junk modelling workshop & exhibition
10.30 am	Mosaic workshops
10.30 am	Garage Ceramics
10.30 am	Whale & Dolphin Conservation display
10.30 am	Mulberry Diving School Exhibition
10.30 am	Charity Fair
11 am	Donkey rides
11.30 am	Fossil Walk & Talk
12 noon	Magic Shown on Bandstand
12.30 pm	Regis Troopers in Pier area
1.30 pm	Punch & Judy on Bandstand
1.30 pm	Line Dancers in Pier area
2.30 pm	Punch & Judy on Bandstand
2.30 pm	Fusion Dance Co. in Pier area
3.30 pm	Jazz Band on bandstand
3.30 pm	Regis Troopers in Pier area
4.30 pm	Fusion Dance Co. in Pier area

The events listed above may be subject to change. Please see board at Control Point for additions, alterations to the published programme.

The times of the Children's Workshops will be shown outside of the marquee.

Programme of events Sunday

All day:

10.30 am	Art Exhibition
10.30 am	History Exhibition
10.30 am	Children's art and craft workshops
10.30 am	Mosaic workshops
10.30 am	Junk modelling workshop & exhibition
10.30 am	Garage Ceramics
10.30 am	Mulberry Diving School Exhibition
11 am	Donkey rides
10 am	Registration for Sandcastle competition begins
10.45 am	Classic Car Cavalcade leaves West Park
11 am	Cars begin drive past at Pier
12 noon (approx)	Victory Jivers display on decking
12 noon	Judging of Classic & Vintage cars begins
12 noon	Open top bus departs
12 noon	Punch & Judy on Bandstand
12 noon	Judging of Sandcastle Competition begins
12.30 pm	Line Dancers in Pier area
1 pm	Open top bus departs
1.30 pm	Regis Troopers in Pier area
1.30 pm	Presentation to winners of Sandcastle Competition
2 pm	Open top bus departs
2.30 pm	Judging of Junk Modelling competition
2.30 pm	Fusion Dance Co in Pier area
2.30 pm	Jazz Band on Bandstand
3 pm	Punch & Judy
3 pm	Open top bus departs
3 pm	Salvation Army Band playing at Royal Norfolk Hotel
3.30 pm	'Rainbow Fish' at the Hotham Arts Centre
3.30 pm	Regis Troopers in Pier area
3.30 pm	Punch & Judy on Bandstand
3.45 pm	'Songs of Praise' at Royal Norfolk Hotel
4 pm	Open top bus departs
4 pm	Fusions Dance Co in Pier area
4.45 pm	Presentation to winners of Classic Car event

These activities may be subject to change. Please see board at Control Point for additions & alterations to the published programme.

The times of the Children's Workshops will be shown outside of the marquee.