

CLEVEDON TOWN COUNCIL

SUB-COMMITTEE FOR THE CLEVEDON TRIANGLE CHRISTMAS LIGHTS 2015/16

Report to the Town Events & Amenities Committee of the meeting held on Friday 15 January 2016 at 9.30am in the Clevedon Town Council Offices.

PRESENT: Cllr C Francis-Pester, Cllr J Norton-Sealey, Cllr A Shopland, Cllr G Watkins, Mr N Redwood & Mrs K Gaydon – Clevedon Baptist Church, Mr P Anslow – Chamber of Trade, Mr J Fox – Triangle Traders Group & Mr S Harrison – DM Events.

CHL/16/51 DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

CHL/16/52 APOLOGIES FOR ABSENCE

Cllr B Hatch sent her apologies.

CHL/16/53 MINUTES OF THE LAST SUB COMMITTEE MEETING HELD ON 13 NOVEMBER 2015

The Minutes were **AGREED** as correct.

CHL/16/54 TO RECEIVE FEEDBACK FOLLOWING THE CHRISTMAS LIGHTS SWITCH ON EVENT HELD ON 28 NOVEMBER 2015

It was agreed that the display was an improvement on last year and will continue to improve year on year.

The Committee thanked the Baptist Church for the use of their premises; Fine Line for the loan of their equipment and James Shopland for the use of the sleigh. The Baptist Church confirmed that we can use the church hall for this year's switch on event.

The Committee **AGREED** to the following:-

Lights Contractor – To ensure we have a full specification for the lights and infrastructure required for 2016/17 by end of quarter one so that tenders can be sought and approved by Council by mid- summer.

The new contract price should include any new fixing points, new catenary wire, testing of tree brackets and any safety chains required.

Power supply from WH Smiths – The issues with the supply for Station Road and Queens Square need to be identified and resolved. Will the Baptist Church power supply be needed in 2016/17?

Checking of lights - To inspect the lights installation before the switch on of the Christmas lights. To fix the uplighters at the foot of the Clock Tower.

Permissions – To obtain permission from new shop owners for any infrastructure attached to their building.

To consider fundraising and an appeal to local traders in 2016.

Lighting and sound – For sound check to be made before the event. The Baptist Church has offered connection into their sound system. Check CDs or any music to be played at the event in advance.

Lights in trees around the Square need to be in sync with each other.

Switch on event – To have a wet/dry plan for the day. How big do we want the event to be? Supporters on the day to wear hi-vis jackets so easily identifiable. Free soup and free programme. If the Samba Band take part can they process into the Square from the Clock Tower and the lighting switched on in stages along the route? This would mean road closures. Contact local Bands. Contact and liaise with Clevedon Pride and more of the traders. **Date of switch on Saturday 26th November 2016.**

Small Christmas Trees – The Triangle Traders would like small Christmas trees above their premises with lights. Would need to check existing tree poles already in situ, establish price for installation of infrastructure for tree poles and price to buy the trees in bulk.

Lights in Hill Road – Two of the lights were not working. No reports received from Traders in Hill Road. Butterflies shop owner is now Chairperson for Hill Road Traders.

CHL/16/55 TO DECIDE A DATE FOR THE NEXT SUB-COMMITTEE MEETING TO DISCUSS THE 2016/17 CHRISTMAS LIGHTS PROVISION

It was **AGREED** to have a meeting on Friday 12 February 2016 at 11.00am at the Clevedon Town Council offices. Also **AGREED** to invite the lights contractor to the meeting.

CHL/16/56 CHAIRMAN'S ITEMS FOR INFORMATION

There were no Chairman's Items for information

The meeting finished at 10.25 am

APPROVED AS A TRUE RECORD

CHAIRMAN:..... DATE: