

CLEVEDON TOWN COUNCIL

SUB-COMMITTEE FOR THE CLEVEDON TRIANGLE CHRISTMAS LIGHTS 2017/18

Report to the Town Events & Amenities Committee of the meeting held on Friday 1st September 2017 at 9.00am in the Clevedon Town Council Offices.

PRESENT: Cllr C Francis-Pester

Cllr J Geldart, Cllr J Norton-Sealey, Cllr J West, Mr J Fox – Triangle Traders & Mr S Harrison – DM Events.

Mrs S Howard – Clevedon Town Council.

CHL/17/162 APOLOGIES FOR ABSENCE

Cllr Hatch, Alex Drew – Clevedon Baptist Church & Mrs I Johnson - Clevedon Town Council had sent their apologies.

CHL/17/163 MINUTES OF THE LAST SUB-COMMITTEE MEETING HELD ON 29 JUNE 2017

The minutes were **AGREED** as correct.

CHL/17/164 TO RECEIVE UPDATE FROM COMMITTEE CHAIRMAN REGARDING THE ROAD CLOSURE APPLICATION

The Chairman advised that due to the various constraints involved it would be too difficult to operate a one hour road closure in the Triangle Area. Also, it was important not to put members of the public at risk and not to detract from the programme of events for the switch-on by changing the focal point mid-way. It was **AGREED** to the whole switch-on event would take place in the Queens Square.

CHL/17/165 TO RECEIVE UPDATE FROM COUNCIL REGARDING DONATIONS AND PLEDGES RECEIVED

Some monies had already been received from the pledges given to Sam Harrison's Facebook page and from collecting tins and donations from local Traders. Total monies received to date were confirmed as £769.16 with more collecting tin money to be allocated to the total sum already received.

CHL/17/166 TO AGREE THE NEW LIGHTS DISPLAY FOR 2017

Final confirmation of the simulations for the lights display was awaited from the Festive Lights Company. The installations were outlined as follows;

Lights globes £63.00 each to be installed on the tree brackets in Old Church Road, a curtain of lights to be installed around the Clock Tower, at a price to be confirmed, and some Holly and Berry motifs at £200.00 each to be installed outside The Consti Club, Harveys Coffee shop and Nat West Bank.

John Fox advised that some of the tree brackets had failed the stress testing last year. The Committee Clerk asked for a copy of the certificates of those brackets that had passed the stress test so the Committee know where the light globes on Old Church Road could safely be installed.

CHL/17/167 TO RECEIVE UPDATE FROM COUNCIL REGARDING THE LOCATION OF THE STALLS IN THE QUEENS SQUARE

An email had been sent to all Traders interested in having a stall in the Queens Square and responses were awaited. Sam Harrison was asked to proceed with invitations to local fairground rides as last year. The Farmer's Market will not be staying on for the event and will leave the Queens Square by 12.45pm latest.

RESOLVED: The area around the far side of the large tree in the Queens Square will be allocated to Traders interested in having a stall and the entertainment will take place in front of the stage. The near side of the tree opposite WH Smiths will be allocated to fairground rides etc.

CHL/17/168 TO RECEIVE UPDATE FROM THE COMMITTEE CLERK ON THE 'PROGRAMME OF EVENTS' IN THE TOWN CENTRE

Work has started on the artwork of the programme. It was **AGREED** to have an article in the local press with a photograph promoting the programme advising residents that the programme can be obtained from local Traders. The programme will also be promoted via all schools in their respective internal communication.

It was **AGREED** to publicise for a local charity or community group to contact the Council if they wished to volunteer up to 15 of their members to manage a street collection for their charity or group at the event from 3.00pm to 7.00pm. This would mean manning the three entrances to the Queens Square, i.e. from B&M, and both ends of Station Road. This is to cover practical necessities associated with the organisation of this type of event.

Each local group providing a part of the entertainment for the event will be contacted to ensure they come to the event in their outfits, ready to perform; that any media is stored onto either a USB stick or MP3 file, CD's will not be accepted. To also advise them by what time they should arrive.

All of the Clevedon Schools will be invited, as last year, to take part in a raffle for one member from each school to assist the Chairman of Council with the lights switch-on.

DM Events have confirmed that they have a gazebo, lights and sound system for the event entertainment.

CHL/17/169 CHAIRMAN'S ITEMS FOR INFORMATION

There were no Chairman's items for information

CHL/17/170 DATE OF NEXT MEETING - Thursday 19th October 2017 at 9.30am.

The meeting finished at 10.00am

APPROVED AS A TRUE RECORD

CHAIRMAN:..... DATE: