

CLEVEDON TOWN COUNCIL
SUB-COMMITTEE FOR THE CLEVEDON TRIANGLE CHRISTMAS LIGHTS 2016/17

Report to the Town Events & Amenities Committee of the meeting held on Friday 26 May 2016 at 9.30am in the Clevedon Town Council Offices.

PRESENT: Cllr C Francis-Pester, Cllr J Geldart, Cllr B Hatch & Cllr G Watkins
 Mrs K Gaydon – Clevedon Baptist Church, Mr J Fox – Triangle Traders Group, Mr S Harrison – DM Events & Mrs I Johnson, Mrs S Howard – Clevedon Town Council.

CHL/16/72 DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

CHL/16/73 APOLOGIES FOR ABSENCE

Cllr J Norton-Sealey, Cllr A Shopland, Mr P Anslow, Mr N Redwood & Mr S Selway had sent their apologies.

CHL/16/74 MINUTES OF THE LAST SUB COMMITTEE MEETING HELD ON 22 APRIL 2016

The Minutes were **AGREED** as correct.

CHL/16/75 UPDATE ON ACTIONS SINCE THE LAST MEETING

75.1 - REPORT OF SITE MEETING WITH WESTERN POWER FOR WHSMITH POWER SUPPLY

The Committee Clerk confirmed a quote has been received from Western Power (WP), detailing the work to move the meter from inside WHSmith to outside their building.

The Committee Chairman asked that we contact our Lights Contractor providing details of the WP proposal and if its sufficient for what they need to then connect a wire from the meter to the street light.

To contact the Clevedon Town Council's electricity supplier to disconnect the Christmas lights supply inside WHSmith and move it outside.

To obtain permission from WHSmith Head Office to install a meter box outside of their property.

To seek North Somerset Council's approval for the works.

Action – Committee Clerk

75.2 – UPDATE ON CATENARY WIRE & ANCHOR BOLTS FITTING

The Committee Clerk confirmed that the anchor bolts and catenary wire have now been replaced except outside Nat West Bank due to scaffolding outside their building.

The Committee needs to establish how much longer the scaffolding is going to be in place at Nat West? The catenary wires will need to be replaced when scaffolding down.

Action – Committee Clerk

Triangle Traders asked if the Christmas lights can continue on the catenary wire that is already in situ to the Bike King shop. The Committee Clerk confirmed that we no longer have a power supply or connection from the Village Hall.

CHL/16/76 SWITCH ON EVENT – 26 NOVEMBER 2016**76.1 - REPORT FROM TRIANGLE TRADERS REGARDING NUMBER OF BUSINESSES WISHING TO SITE STALLS ON THE PAVEMENT**

The Chairman of the Triangle Traders Group confirmed that 21 Traders are keen to have stalls outside of their businesses. The Christmas Lights Committee to ask Traders for a donation of £20.00 for having a stall out on the street. All donations will be for the Christmas lights fund. All stallholders would need to provide their own tables. A map and description of what they are going to do etc., to be drawn up.

Action – DM Events & Committee Clerk

76.2.- REPORT FROM DM EVENTS REGARDING DISCUSSIONS WITH SIDE SHOW OPERATORS AND CLEVEDON PRIDE

DM Events confirmed that a number of local groups are willing to set up stalls for the Lights Switch On event. Inner Wheel, Lions, Marlens, Mr Harvey has dodgems and a roundabout. Hot chestnuts, Salvation Army band too. Clevedon Pride is planning their own event.

The Baptist Church confirmed they are happy to supply soup as last year.

The Committee to contact Local groups, i.e. Clevedon School, Primary schools, Clevedon Comedy Club, to arrange a programme of singing and dancing as last year.

Action – Committee Clerk

76.3 – ROAD CLOSURE APPLICATION

The Committee agreed that the following roads should be closed. From the zebra crossing on Old Street, through the Clevedon Triangle, to Kenn Road to keep access to Griffin Road. And from Pizza Magic on Old Church Road, keeping access to Queens Road, but closing Old Church Road to the Clock Tower, that will need to be closed.

The proposed start and end times of the event were confirmed as to close the roads at noon and re-open the roads at 11.00pm.

Action – Committee Clerk

76.4 - SUGGESTIONS OF ENTERTAINMENT TO BE PROVIDED BY LOCAL ORGANISATIONS.

DM Events proposed erecting a raised platform over the flower bed by the Clock Tower for the switch on to take place from there.

To contact local groups, drama groups, Living Spit. If local groups hand out flyers promoting their own event they will need to give a donation of £10.00. If they want to perform on stage then a donation of £20.00 with all monies given to the Christmas lights fund.

The end of the school term before the Summer break is Friday 22 July, so we need to contact schools before this date.

Cllr Hatch suggested a raffle idea for the six local schools. All children in each school have their names put into a raffle. 10 tickets are drawn from each school and on the switch on event, a name is pulled from the 60 tickets and this child is the person to switch on the Christmas lights.

Action: Cllr Hatch and Cllr Geldart to promote this idea in the schools.

CHL/16/77 TO CONSIDER FUNDRAISING FOR 2016 LIGHTS

77.1 – TO CONSIDER DRAFT LETTER TO LOCAL BUSINESSES OUTSIDE OF THE TOWN CENTRE

The Committee agreed to compile a list of companies to contact about either a donation towards the Christmas Lights or to become a main sponsor.

Action – Committee Clerk

CHL/16/78 CHAIRMAN’S ITEMS FOR INFORMATION

- A poster to be designed to promote the event.
- A Leaflet to be produced for the day of the event
- A Map to be produced to show the layout of the event

CHL/16/79 DATE OF THE NEXT MEETING

It was agreed to meet on **Wednesday 22 June 2016** at 9.30am at the Clevedon Town Council offices.

The meeting finished at 10.30am

APPROVED AS A TRUE RECORD

CHAIRMAN:.....

DATE: