

**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 Thursday 9 July 2015 at 9.30am in the Clevedon Town Council Offices.**

PRESENT: Cllr C Francis-Pester, Cllr B Hatch, Cllr J Norton-Sealey, Cllr A Shopland  
 IN ATTENDANCE: Cllr N Barton

It was agreed that Cllr C Francis-Pester continue as Sub-Committee Chairman.

**CHL/15/24 DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting.

**CHL/15/25 APOLOGIES FOR ABSENCE**

Apologies received from Fennella Beesley – Morrisons, Neil Redwood & Kris Gaydon  
 - Baptist Church

**CHL/15/26 MINUTES OF THE LAST SUB COMMITTEE MEETING HELD ON 1 MAY 2015**

The Minutes were **AGREED** as correct.

**CHL/15/27 TO RECEIVE THE REPORT OF THE COUNCIL MEETING HELD ON 24 JUNE 2015 CONCERNING FINANCE FOR ADDITIONAL CHRISTMAS LIGHTS AND SUBSEQUENT ACTIONS TAKEN**

The Town Council had agreed to the additional lights and had provided £6,368.63 towards the installation and purchase of these lights. A balance of £4,026.37 is still required. A Town Council order for the installation of the necessary infrastructure had been sent to the Contractor. The Contractor had advised the infrastructure cannot be installed until October at the earliest.

**27.1 PERMISSION LETTER TO PREMISES ON QUEENS SQUARE AND STATION ROAD CONCERNING INFRASTRUCTURE INSTALLATION**

A draft permission letter was circulated to the Sub-Committee and **AGREED**. The letter to be sent to all property owners in Queens Square and Station Road as the Contractor has yet to establish where the infrastructure needs to be sited. A pre-paid envelope for replies to be included.

**CHL/15/28 TO CONSIDER:**

**28.1 ADDITIONAL FUNDRAISING/SOURCES OF FUNDING FOR THE BALANCE OF £4026.37.**

The Committee accepted Paul Anslow's offer of providing a template as to how the fundraising plan will look and work. This will assist with the draft letter to businesses. He also suggested using the local newspapers and inviting businesses to a meeting.

The Committee to contact the Clevedon Flower Show Committee to ask for permission for a donation box for the lights on the Allotment stand at the Flower Show.

**28.2 DRAFT LETTER TO BUSINESSES IN THE TOWN**

The Chairman of the Sub-Committee to re-draft the letter to local traders asking for their support for the Christmas lights appeal. Members noted that local businesses had been called upon to support other fundraising activities in the town and agreed that it was important to highlight what the Town Council can do for businesses. The

DRAFT MINUTES TO BE RATIFIED BY THE COMMITTEE AND COUNCIL

Committee to seek sponsorship from two main traders that could last for up to three years. To provide donors details in the switch on event programme and possibly on banners in the town over the Christmas lights period. It is hoped to target the letter to specific businesses in the town not all the small shopkeepers

**CHL/15/29 FURTHER IDEAS FOR THE SWITCH ON EVENT**

The Deputy Town Clerk advised that in principle Living Spit are happy to switch the lights on, but need to confirm their schedule for November 2015. Mr Anslow to investigate with Clevedon Mercury the possibility of a national celebrity switching on the lights.

The Baptist Church to serve hot soup free of charge, but will ask for donations. To contact local Primary schools to ask them to make a nativity collage. Also to encourage local children, possibly Guide and Scout Groups, to make a nativity scene in a shoebox to be displayed in the Baptist Church during the switch on event.

A line dancing group and Clevedon School dance group have been booked to entertain the residents who attend the switch on. It was also agreed to contact a local Samba Band.

**CHL/15/30 CHAIRMAN'S ITEMS FOR INFORMATION**

30.1 PRESS RELEASE

It was agreed that a press release from the Christmas Lights Sub-Committee should be planned soon.

30.2 VILLAGE HALL CHRISTMAS LIGHTS METER

It was agreed that this meter that had not been used for the past two years should be removed as a quarterly standing charge is payable on the meter.

**CHL/15/31 DATE OF NEXT MEETING**

To be advised.

The meeting finished at 10.05am

APPROVED AS A TRUE RECORD

CHAIRMAN:..... DATE: .....