

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 12 February 2016 at 11.00 am in the Clevedon Town Council Offices.

PRESENT: Cllr C Francis-Pester, Cllr J Norton-Sealey, Cllr A Shopland, 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/16/57 DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

CHL/16/58 APOLOGIES FOR ABSENCE

Mr P Anslow had sent his apologies.

CHL/16/59 MINUTES OF THE LAST SUB COMMITTEE MEETING HELD ON 15 JANUARY 2016

The Minutes were **AGREED** as correct.

CHL/16/60 REPORT OF THE RECENT MEETING WITH THE CURRENT CHRISTMAS LIGHTS CONTRACTOR

The current Christmas Lights Contractor (WGS Power) had been unable to attend this meeting. However he had met with the Cllr Francis-Pester and the Deputy Town Clerk the previous week and they had looked at the catenary wiring, the anchor bolts and considered alternatives to the electrical supply from W H Smiths. WGS Power had now supplied quotations for;

In the area around Morrisons old store install 10 anchor bolts in substrate at various locations; install a 4.0 mm galvanised catenary wire with appropriate tensioners etc To supply and fit **£ 490.00 + vat**

Old Church Road; Triangle Club to Nat West; Old Street Test anchor bolts up to 3kn and install fit for use or fail tag and supply written documentation and certificates, at same time replace catenary wire with new 4.0mm Galvanised catenary wire To supply and fit **£ 1,088 + vat**

Alternative power supply to W H Smiths The most convenient solution would be a power supply mounted near the current street light on the wall of WH Smiths on Kenn Road. Permission is being obtained from Western Power who is responsible for the street light together with a quotation from their approved electrical contractor.

RESOLVED: To recommend to the TEA Committee that the above work is carried out. To ensure all maintenance work and testing, has been done prior to the commencement of a new Christmas Lights Contract however this would of course be subject to wear and tear. **The funding of up to £2,000 to be allocated from the TEA Christmas lights budget 2016/17. NB:** Any shortfall between the new contract price and the TEA Christmas Lights budget this year to be funded out of fundraising for the Christmas lights.

Icicle Lighting above the Baptist Church and part of Station Road The Contractor had confirmed that there was no other appropriate source of power in this vicinity. Therefore the power supply from the Baptist Church would be required again this year. Mrs Gaydon to inform Mr Redwood.

CHL/16/61 ADDITIONAL ACTIONS ARISING FROM THE ABOVE MEETINGS

61.1 CHRISTMAS LIGHTS CONTRACT 2016-2019

RESOLVED: Tender documents to erect the lights the Town Council currently owns to be compiled and revised by the Deputy Town Clerk and approved by the TEA Committee as soon as possible. Deadline for tenders to be the end of May 2016 to give time for any queries to be addressed.

61.2 ENHANCEMENT OF THE AREA AROUND THE TRIANGLE CLOCK TOWER

It was generally felt by the meeting that it would not be possible to erect a large Christmas tree adjacent to the Clock Tower. This had been done some years previously but health and safety requirements had stipulated that it had to be fenced.

The possibility of Christmas trees above businesses in Clock Tower area using the fixing points already in place was discussed. It would be necessary for battery lights to be used rather than individual electrical supplies. The weight of the trees and safety implications would need to be addressed. The current Christmas Lights Contractor does not fit individual trees and thought other contractors may not either. These could not be funded by the Town Council and could not be part of the Town Council contract and funding should therefore be sought elsewhere.

RESOLVED: Mr Fox to approach the Triangle Traders Group. It was anticipated the cost of a tree with lights would be approximately £50.

61.3 SWITCH ON EVENT

Mr Fox emphasised that the last Christmas lights switch on had not provided trade for the Triangle Traders as it was based solely in Queens Square with visitors arriving and departing via Morrisons car park. Mrs Howard confirmed that the Salvation Army had been booked.

The use of both the Clock Tower area and Queens Square was supported. It was generally felt that if it was wet weather the event could continue outside as long as the sound equipment was covered. It was therefore hoped to switch on the lights from the Clock Tower and use the Samba Band if possible to process to Queens Square. The Baptist Church asked for a pitch on Queens Square.

RESOLVED: 1. Mr Fox to ask the Triangle Traders and others on the perimeter of the Town Centre whether they would be interested in siting stalls on the pavement outside their shops and pay a non-refundable deposit.

2. Mr Harrison to contact sideshows to assess whether suitable fairground rides etc would be interested in paying for a pitch.

3. Based on the results of 1 and 2 above to complete a road closure notice for the Triangle area for the afternoon of the switch on (1.00 pm – 6.00 pm?).

4. Collections at the event would be solely for the Christmas lights. Cllr A Shopland to provide collecting tins.

5. Clevedon Pride had indicated to the Town Council Office that the organisation would be interested in taking part in the event in some way. Mr Harrison to hold initial talks with the organisation. Any arrangements with Clevedon Pride to be confirmed in writing to the Chairman and Secretary of the group.

6. Mr Harrison to contact Clevedon Lions.

7. The Chairman of Council to talk with B & M about possible contributions toward this year's Christmas lights.

8. Deputy Town Clerk to enquire as to the deadline for the road closure application and ascertain which roads would need to be closed. NB: Mr Harrison has been trained by NSC and is an accredited steward.

CHL/16/62 CHAIRMAN'S ITEMS FOR INFORMATION

There were no further items.

CHL/16/63 DATE OF THE NEXT MEETING

It was agreed to meet on Friday 8th April 2016 at 9.30 am. **NB:** It is now not possible to meet on that day due to office commitments. The meeting will therefore now be held on **FRIDAY 22nd April 2016 at 9.30 am.**

The meeting finished at 11.53 am

APPROVED AS A TRUE RECORD

CHAIRMAN:.....

DATE: