



CITY OF ELY COUNCIL
CHRISTMAS LIGHTS COMMITTEE

MINUTES OF A MEETING
HELD ON MONDAY 23RD JUNE 2014 AT 6.30 PM

PRESENT:

The Mayor – Cllr E Every
Cllr S Pittock
Mr I Newstead

Cllr J Yates
Cllr A Whelan
Mr M Chinery-Colyer

Cllr R Hobbs

Cllr A Arnold

1. APOLOGIES

Apologies were received from Mr J Dennick.

2. REQUEST INTENTION OF THOSE IN ATTENDANCE WHO WISH TO SPEAK ON AN AGENDA ITEM – (*as per standing order 83 b*)

There were no intentions.

3. TO ELECT CHAIRMAN AND VICE CHAIRMAN

The Mayor requested proposals for Chairman and Vice Chairman. Cllr Arnold proposed Cllr Hobbs as Chairman, and this was seconded by Cllr Yates. Cllr Yates proposed Cllr Pittock for Vice Chairman and this was seconded by Cllr Arnold. Members unanimously agreed both these proposals. Cllr Hobbs then chaired the meeting.

4. TO RECEIVE NOMINATIONS FOR THE CO-OPTION OF MEMBERS

Cllr Hobbs requested nominations for co-opted members. Cllr Arnold proposed Mr Chinery-Colyer, Mr Ian Newstead and Mr J Dennick. These nominations were seconded by Cllr Yates and unanimously agreed by members.

5. MINUTES OF THE LAST MEETING & MATTERS ARISING

Minutes of the Christmas Lights Committee meeting held on the 3rd March 2014, were agreed and signed as a true record. CL 115 and 116 refer.
There were no matters arising.

6. TO AGREE TERMS OF REFERENCE

Members unanimously agreed the Terms of Reference that had been circulated with the agenda.

7. TO AGREE AIMS AND OBJECTIVES

Members unanimously agreed the Aims and Objectives that had been circulated with the agenda.

8. BUDGET UPDATE

Members noted the budget update dated 16th June 2014. There were no significant variances.

9. TO RECEIVE UPDATE ON LAMPPOSTS

The Assistant Clerk reported that some lampposts which had been identified for the installation of electrical sockets, had not had 'pull testing' carried out on them. Therefore, Balfour Beatty have been approached on several occasions to provide a quotation for this testing, but unfortunately to date this had not been received. It was agreed that unless a quotation for the testing and a date for the completion of the installation of the sockets is received, within the next 4 weeks, the Lighting Group will proceed with alternative plans for the lighting display

10. TO RECEIVE AN UPDATE FROM THE LIGHTING GROUP

Mr Chinery-Colyer advised that the Lighting Group had visited the storage unit and had a good clear up. He will carry out an inventory in due course.

Volunteers are coming forward to help. Members agreed that volunteers should be publically thanked. The Mayor agreed to arrange this with Cllr Hobbs.

Cllr Pittock had been advised that there may be hoists available with operators from USAF Mildenhall. The Mayor will write to the Base Commander regarding this.

11. TO RECEIVE AN UPDATE FROM THE SWITCH ON GROUP.

Mr Newstead reported the following:-

The estimated expenditure for this year's event will be in the region of £7000. A draft income and expenditure report was circulated.

Applications for the stalls had been sent out.

The road closures had been applied for and letters will be sent notifying residents and businesses of these nearer the time.

There will be no fairground rides on the Market Place.

The stalls normally situated along one side of the Market Place will be relocated to free up space.

The lighting for the stalls needs to be replaced.

A new Santa's Grotto is required and members suggested that the Lions apply to the Council for a grant to fund this.

Cllr Pittock suggested an 'illuminated ping pong display' for the stage. This would also be able to display messages. The cost if this would be around £300 to £400. Mr Newstead suggested a sponsor could be sought for this and will speak to Cllr Pittock regarding this.

The Mayor raised the matter of the transfer of the excess monies to this Council, received by the Perspective Group for the 2013 switch on evening. As this had not been received, a letter will be sent to the Chairman of the Perspective Group.

12. TO CONSIDER REQUEST FROM SWITCH ON GROUP FOR FULL PAGE SPONSORSHIP ADVERT

Members agreed that a full-page advert at a cost of £350 was not appropriate and that it was thought there would be more to gain from sponsorship letters being hand delivered. Cllr Hobbs agreed to deliver these.

13. ANY OTHER BUSINESS

Cllr Arnold offered to arrange the Christmas Lights stall on switch on evening.

Cllr Yates suggested a letter should be sent to Hereward Rotary Club, requesting them to provide marshalling services at the switch on evening. The Assistant Clerk will arrange this.

14. DATES OF FUTURE MEETINGS

15th September at 7pm, 17th November at 6.30pm, 19th January 2015 at 6.30pm, 16th March at 6.30pm and 29th June 2014 at 6.30pm.