



CITY OF ELY COUNCIL
CHRISTMAS LIGHTS COMMITTEE

MINUTES OF A MEETING
HELD ON MONDAY 6TH JUNE 2016 AT 6.30PM

PRESENT:

The Mayor, Cllr I Lindsay	Cllr A Arnold	Cllr E Every	Cllr R Hobbs
Cllr D Warman	Cllr S Pittock		
<i>Mr M Chinery-Colyer</i>	<i>Mr J Dennick</i>	<i>Mr I Newstead</i>	<i>Miss L Newstead</i>

1. APOLOGIES

There were no apologies.

2. DECLARATIONS OF INTEREST

To receive Declaration of Disclosable Pecuniary & other interests, from Councillors as per standing order 83 b

No interests were received.

3. MINUTES OF THE LAST MEETING & MATTERS ARISING

Minutes of the Christmas Lights Committee meeting held on the 19th April 2016, were agreed and signed as a true record after the addition of Cllr Lindsay as attending. CL 132 & 133 refer

Matters Arising: - CL 132 – Cllr Pittock advised he had read the Professional Lighting guide 06, and had identified some points that will need addressing. The Deputy Clerk requested that Cllr Pittock compile a list of these items. He agreed he would provide this within 2 weeks.

No further information regarding the installation of the sockets on lampposts had been received.

4. TO ELECT CHAIRMAN AND VICE CHAIRMAN

The Mayor proposed Cllr Arnold as Chairman. This nomination was seconded by Cllr Hobbs and unanimously agreed by members. The Mayor proposed Cllr Every for Vice Chairman. This nomination was seconded by Cllr Arnold and unanimously agreed by members. Cllr Arnold then chaired the meeting.

5. CO-OPTION OF MEMBERS

Cllr Arnold requested nominations of those persons present, who wished to be co-opted on to the Committee. Cllr Pittock proposed Lucy Newstead, Ian Newstead, Mike Chinery-Colyer and John Dennick. These nominations were seconded by Cllr Hobbs and unanimously agreed by members.

6. BUDGET UPDATE

A budget update was unavailable due to the new financial year's accounts being set up, however the Deputy Clerk advised this would be available at the next meeting.

7. HEALTH AND SAFETY ISSUES

There were no health and safety issues to report.

8. TO DISCUSS GROTTO

Mr Newstead reported that was still waiting to hear from the Hereward Rotary Club regarding them taking ownership of the grotto.

9. TO RECEIVE UPDATE FROM LIGHTING GROUP

Mr Chinery-Colyer reported a Sub Group meeting will be organised shortly. A stock check will be undertaken. New plugs will need to be ordered for the new lights. Cllr Pittock confirmed the Ping Pong structure will be completed by the end of July.

10. TO RECEIVE UPDATE FROM SWITCH ON GROUP

Mr Newstead reported that the Sub Group meeting was cancelled on the 28th April, however a new date will be arranged shortly.

Three quotes had been obtained for the stage, the cheapest being from Jezos at £3040.00. Therefore, members unanimously agreed an order should be placed for this. Star Radio will be supporting the event. The Deputy Clerk reported that the application forms for the stalls had been sent out, and so far, 11 had been received back.

The Deputy Clerk had sent an equipment request form to ECDC, for the loan of the market stalls. She will request confirmation of the cost of these for the evening.

The Deputy Clerk will issue a contact list to all members once she had received details of the members of both the Switch On and Lighting Groups.

11. ANY OTHER BUSINESS.

Cllr Arnold requested volunteers to help with the Tombola stall.

The Deputy Clerk advised that the Estates Manager is going to look into how much it would cost to erect an additional storage shed at the Cemetery to store the Christmas lights.

Cllr Pittock advised the Perspective Group would like to run a best-dressed window competition at Christmas with the winner being presented with a trophy provided by them. Members had no objection to this request. Cllr Pittock will report back at the next meeting the plans for this.

Mr Chinery-Colyer requested if the Christmas Lights this year could be dedicated to the late Nigel Clark, who had helped with the Christmas lights for many years. Members agreed this was a good idea and a small banner noting this dedication will be ordered.

The Deputy Clerk requested that donations would be welcome to purchase a bench in memory of Nigel Clark. Cllr Hobbs advised the Allotments Association had thought a bench could go on Barton Square, as Nigel has walked passed this area over the years when he had worked for the Kings School. Mr Chinery-Colyer will approach the volunteers from the Lighting Group to see if they would like to donate.

Mr Chinery-Colyer advised that he, Cllr Every and Cllr Arnold had visited USAF Mildenhall last Friday to present the USAF volunteers with certificates for helping with the Christmas Lights. He also explained that the Base Commander is also very keen to help with erecting the lights himself. Mr Chinery-Colyer requested that he be given a slot at the switch on event, to make a speech regarding the USAF contribution to the Christmas Lights.

12. DATE OF NEXT MEETING

Monday 1st August at 6.30pm, Monday 26th September 2016 at 6.30pm, Monday 7th November at 6.30pm and Tuesday 22nd November at 6.30pm. Additional meetings will be arranged if they are required.