



CITY OF ELY COUNCIL
CHRISTMAS LIGHTS COMMITTEE

MINUTES OF A MEETING
HELD ON MONDAY 26TH SEPTEMBER 2016 AT 6.30PM

PRESENT:

The Mayor, Cllr I Lindsay
Mr M Chinery-Colyer

Cllr A Arnold
Mr J Dennick

Cllr R Hobbs
Mr I Newstead

Cllr E Every
Mr P Eden

1. APOLOGIES

Apologies were received from Miss L Newstead.

2. DECLARATIONS OF INTEREST

No declarations were received.

Cllr Hobbs proposed that Mr Philip Eden be co-opted on to the Christmas Lights Committee. This was seconded by The Mayor and unanimously agreed by members.

3. MINUTES OF THE LAST MEETING & MATTERS ARISING

Minutes of the Christmas Lights Committee meeting held on the 1st August 2016, were agreed and signed as a true record. CL 136 & 137 refer.

Matters Arising:

CL 136 -Item 3. Mr Chinery-Colyer reported that he had read through the Professional Lighting Guide 06 (PLG06) and felt the Council was adhering to the items raised by the then Cllr S Pittock, apart from using steel catenary cable which can be looked at for next year. Mr Chinery-Colyer advised members that the PLG06 is only for guidance.

CL136 - Item 3, Cllr Arnold asked if anyone was aware if the Perspective Group were holding a best dressed window competition. Members were not aware of this and agreed that the Deputy Clerk will check with the Perspective Group if they are planning anything and if not the City of Ely Council will hold a competition.

CL 137 – Item 7, Cllr Hobbs reported he had spoken to Mrs Harding at ECDC, regarding the Fun Run organised for the 20th November and advised that nothing could be done with regard to this restricting the lights from being put up.

The Deputy Clerk reported that she was waiting for a price for a banner from ECDC in memory of Nigel Clark. Mr Chinery-Colyer advised he would try to obtain a picture to go on the banner. Members agreed the banner could be located above the Wood Green shop after the Switch On event.

4. BUDGET UPDATE

Members noted the budget update dated 26th September 2016. There were no significant variances.

5. HEALTH AND SAFETY ISSUES

There were no health and safety issues to report.

6. TO RECEIVE UPDATE FROM LIGHTING GROUP

Mr Chinery-Colyer reported the Lighting Group will meet shortly and he will require help in sorting the lights out in a couple of weeks. The USAF volunteers are all on board and willing to help. Only one hoist will be required on the 18th November. The tree will have lights draped vertically giving a cone effect. Unfortunately a supplier has cancelled the order placed earlier in the year for new lights, however Mr Chinery-Colyer will be able replicate the effect with white lights. The Deputy Clerk will place an order for these.

7. TO RECEIVE UPDATE FROM SWITCH ON GROUP

Mr Newstead circulated a plan of the 'Living Nativity'. The notes of the Switch On Sub Group meeting held on 6th September were noted. There will be less fair rides this year. A meeting will be held with the fair rides owners, to address the comments made by businesses and public last year. Mr Newstead had attended a meeting of ECDC's Safety Advisory Group. He has been advised to amend the Event Management Document with regard to stewarding. There will be 3 performances of the Living Nativity on Cross Green and they will parade along Broad Street and Forehill. This will be with the appropriate traffic management in place. Information regarding this procession will be given to ECDC to include within their Town Centres Bulletin, so that traders are aware of the plans. There will also be a parade with Aladdin and Father Christmas. The timing regarding this will be dealt with by Cllr Every and Mr Eden.

Press releases will be issued in due course via the Deputy Clerk.

Greys of Ely have agreed to sponsor the event and will have a 'wrap' banner around the coach with the Council's crest on it. Gill Insulation have also agreed to be a sponsor.

8. TO RECEIVE UPDATE ON STALL APPLICATIONS

The Deputy Clerk reported that 26 applications had been received for stalls. The application forms have been passed to Mr Newstead for allocation by the Switch on Group. Once the stalls have been allocated, invoices for these will be issued by the Deputy Clerk. Mr Newstead will provide a plan of the stalls which will accompany the application to ECDC, in order to obtain the event licence.

9. ANY OTHER BUSINESS.

CONFIDENTIAL – FOR MEMBERS ONLY

The Cllr Arnold proposed that in view of the confidential nature of the business to be transacted an item of any other business was considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 be exercised. This was seconded by Mr Newstead and it was agreed to go into committee. Due to the confidential nature of this item, this was discussed in Committee at the end of the meeting.

Mr Chinery-Colyer advised a new bolt will be required on the NatWest building, when the pull testing is carried out on the 5th October. He will liaise with the Estates Manager regarding this.

10. DATE OF NEXT MEETING

Monday 7th November at 6.30pm and Tuesday 22nd November at 6.30pm, Monday 30th January 2017 at 6.30pm, Monday 27th March at 6.30pm, Tuesday 6th June at 6.30pm. Additional meetings will be arranged if they are required.