

BARTON - UPON - HUMBER TOWN COUNCIL
MINUTES of COMMUNITY REGENERATION COMMITTEE MEETING held on
MONDAY 17 SEPTEMBER 2012 COMMENCING at 7.30 p.m.

Present

Councillor A Todd (Chairman)

Councillors J Austin, F Coulsey, M Osgerby, Mr J Oxley. Co-opted Mrs J Tuplin

Also present Mrs J Gilbert (Barton Chamber of Trade), Mrs C Clark (Deputy Town Clerk).

178. **Apologies**

Councillors Ms E Donaldson (personal commitment), M Martin (Councillor training course).

179. **Declarations of Interest**

The Ropewalk – Mrs J Tuplin (Personal interest)

180. **Minutes of Meeting held on 18 June 2012**

It was noted, that these minutes had been signed as a correct record, for action as necessary, at a Meeting of the Town Council held on the 5 July 2012.

181. **Matters Arising**

There were no matters arising.

182. **Barton Christmas Festival – 24 November 2012**

A report updating previously agreed arrangements was distributed at the meeting, along with a Christmas lighting maintenance report and schedule of entertainment.

- (1) Permission received from North Lincolnshire Council for installation of seasonal decorations on Market Place, George St, King St, High St and part of Fleetgate (see maintenance report from Chairman) - Bulb Replacement- The Councils current stock of LED bulbs for the lighting is depleted and provision should be made for new stock from a contingency budget. The cost of each bulb would be around £1.20, an average of 20 bulbs is expected to be replaced per annum, not withstanding any broken with vandalism.

Electrical Supply Boxes- The RCB circuit breakers currently installed in the consumer units are now of obsolete stock and if replacement is required due to failure, our only option is to breakdown an existing box, salvage the RCBs and replace the existing with a new consumer unit. Cost to upgrade 2 boxes £144.50 per box total £289.00.

Fleetgate Lighting- If the Council are to extend the lighting provision into the bottom of Fleetgate at Newport and Charlie's Bar 2 additional boxes will need to be added to the annual testing and have the tails upgraded. Cost to upgrade tails in 2010 was £164.00 per box.

Annual testing of current 11 boxes for 2012 @ £125.00 per box (same price as in 2010 & 2011)

There are new Xmas lighting systems coming on to the market that include Emotional and Globe lighting these would introduce variation into our display, preventing stagnation. I have asked for costs to be supplied for our consideration.

- (2) Premises Licence granted from 0900 – 2100 by North Lincolnshire Council licencing division
- (3) Road closure application applied for from 0800 – 2200 on George St, King St, High St to Junction Square
- (4) Application sent to North Lincolnshire Event Safety Advisory Group who will discuss our application at their meeting in October
- (5) Letter delivered to residents of George St, King St, High St to Junction Square regarding road closure, by Councillor F Coulsey
- (6) Further letter to be sent to businesses enquiring if they will be opening late for the event & including details in Bartonian centre spread
- (7) Collective street trading consent for 20+ stalls applied for
- (8) Community Parade at 3.00pm – Reindeer (£1550 until 2013*), Potty Pantos, Burnese Pennine Carter dogs, confirmed attending, Southbank Players & Batons of Steel still to give definite confirmation, no reply yet from Immingham ATC band. Community groups still to be contacted to take part in parade. Not contacted Tesco's

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- (9) Ropewalk organising Lantern Parade at 5.00pm - they have suggested having an area barriered off in front of the Christmas tree/vets on the High Street for the lanterns to congregate at end of the Parade. Anyone unable to stay for the Carol Service can fasten their lantern to the railings there. Ropewalk will remove all lanterns at end of evening. They will be joined in the Parade by the Samba band as in previous years.
- (10) Mayor to switch on lights at 6.15pm, Salvation Army confirmed they can organise Carol Service, Mayors party to be in Assembly Rooms, buffet to be arranged, invites to be sent.
- (11) Permission given for the Christmas tree to be put up in grounds of ex Link Office on High Street.
- (12) Councillor Todd to advise arrangement with R & J Leisure for small fair rides
- (13) Salvation Army will hold craft fayre, 9 stalls maximum, already fully booked. Wilderspin School is organising own craft fayre, we could pass the schools contact details to anymore stallholders wanting inside space.
- (14) Barton Chamber will confirm if they can organise shop window competition after their October meeting.
- (15) Mr Johnson able to supply up to 40 market stalls at £8.50 per stall – currently have 16 requests for stalls & 9 requests to bring own stall + 9 in Salvation Army.
- (16) Price to be confirmed with Councillor Todd for stage with pa system, lighting & 2 heaters + front of stage extended (budget £2,500)
- (17) 3 prices received for 30,000 advertising leaflet for distribution through the Target on North & Southbank (30,000 leaflets – 25,000 delivery, 2,000 Tourist Information Centre, 1,000 local attractions, 500 parish councils on north & southbank, remainder in council office) current budget £1,500;
- (18) Additional advertising,
 - (a) £120.00 advert placed in the August issue of Lincolnshire Life magazine.
 - (b) Councillor Martin has arranged articles for the Goxhill Gander & Wootton magazines at no charge. Hesse magazine does not come out until December.
 - (c) Advertising banners from MD Signs cost £28.00 for 2ft x 5ft upto £140.00 for 4ft x 25ft, per banner, they can put them up, but need locations, size of banner & wording.
- (19) Entertainment Schedule – (budget £5,000)
 - 1.00pm -2.00pm Strictly Dance School;
 - 2.00pm -3.00pm Adele tribute;
 - 3.00pm -3.30pm Darren Bramley (guitarist);
 - 3.00pm Community Parade leaves The Ropewalk;
 - 4.00pm -5.00pm Karma Heart (group);
 - 5.00pm Lantern Parade leaves The Ropewalk;
 - 5.30pm Carol Service with Salvation Army;
 - 6.00 – 6.15pm Lights switch-on;
 - 6.15pm – 7.00pm BADAOS;
 - 7.00pm – 8.00pm Duck Egg Theatre Group;
 - 8.00pm Finish

Wandering entertainers - 2 clowns. Do we need anymore? New singing group run by Stephanie Bain at Rushby School of Dance & Fitness would like the opportunity to sing Carols, they are happy to wear Victorian attire. Face painting details passed to Cllr Martin for use in 35 High St.
- (20) Lights switch on – Viking FM, new marketing manager, David Wilkinson will arrange to meet with us to discuss options.
- (21) Still to sort –
 - Price for barriers, portaloos, snow machine, radios & security;
 - Labour for 4-5 people to assist putting up stalls morning (8am onwards) & take down in the evening;
 - Christmas tree from Scawby Estates & arrangements for transportation;
 - St John ambulance first aid cover;
 - TMS to implement road closure & advance/alternative route signage;
 - North Lincolnshire Council extra street clean & public toilet opening;

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Christmas lights switch on competition for school children;

Park n ride, if required;

* Price received for 2014, 2015 & 2016 of £1,600 for 4 reindeer & sleigh or £1,700 for 6 reindeer & sleigh. Date for 2013 confirmed as Saturday 30 November 2013

Members discussed the above report, it was also mentioned that the lantern parade theme would be the circus, Barton LIVES group would like to organise face painting, Barton Chamber of Trade to be invited to assist with judging the lights switch-on competition entries and checking if BCCRP would be have a Christmas train. It was agreed to:

Resolved that:-

- (i) The Christmas lights budget to include provision for replacement bulbs each year;
- (ii) Costs for including Christmas lights on Fleetgate down to Charlie's Bar to be investigated for consideration at the Community Regeneration Committee budget meeting on 17 December 2012;
- (iii) The Christmas lights electrical supply boxes to have 2 RCB circuit breakers replaced from the current budget at £144.50 per box, with the spare parts kept for any repairs and 2 boxes to be repaired each year until all have been upgraded;
- (iv) Barton LIVES to organise face painting in 35 High Street, if Councillor Martin is happy with the arrangements;
- (v) Any further indoor craft stalls to be given Wilderspin National School contact details;
- (vi) Barton Christmas Festival 2013 to be held on Saturday 30 November 2013;
- (vii) A further 3 year contract to be accepted from the Reindeer company for 2014-2016 inclusive for 6 reindeer and sleigh at £1,700 per year;
- (viii) The chairman and town council office to meet with Viking FM marketing manager to discuss their support, with further report to the town council;
- (ix) Barton Chamber of Trade to be invited to assist with judging the children's competition to switch-on the Christmas lights;
- (x) Spare medals from the Jubilee in the Park races to be given as runner up prizes for the children's light switch-on competition;
- (xi) Councillors F Coulsey, J Oxley & A Todd to deliver letters to businesses regarding late night opening details in The Bartonian;
- (xii) The arrangements for the Lantern Parade as mentioned above to be accepted;
- (xiii) As one price for the advertising leaflets included distribution, a separate price for distribution to be investigated for comparison before final agreement is made. The best value price to be accepted using local suppliers if possible;
- (xiv) 1 banner 3ft x 10ft at £59.00 to be purchased to advertise the event, wording "Barton Christmas Festival 24 November 2012". Suitable locations were discussed with Tesco store, Barton Interchange and Ferriby Road mentioned if permission possible;
- (xv) The singing group run by Stephanie Bain at Rushby School of Dance & Fitness to be invited to attend as street entertainment in Victorian attire, possibly on George Street at the reindeer pen and in Junction Square;
- (xvi) The chairman and council office to be authorised to confirm any arrangements not yet finalised, if within budget;

The Chairman, Councillor A. Todd, closed the Meeting at 8.30 p.m.

..... Chairman 5 October 2012