



CITY OF ELY COUNCIL
CHRISTMAS LIGHTS COMMITTEE
MINUTES OF A MEETING
HELD ON MONDAY 12TH NOVEMBER 2018 AT 6.30PM

PRESENT: Mrs S Jay – Deputy Clerk to the Council

The Mayor - Cllr M Rouse

Cllr R Hobbs

Cllr A Arnold

Cllr E Every (*left at 7.50pm*)

Cllr J Yates

Mr J Dennick

Mr I Newstead

Mr P Eden

Mr M Chinery-Colyer

1. APOLOGIES

Apologies were received from Cllr Lindsay.

2. DECLARATIONS OF INTEREST

No declarations of interest were received.

3. MINUTES OF THE LAST MEETING (HELD ON 1ST OCTOBER 2018) & MATTERS ARISING

Minutes of the Christmas Lights Committee meeting held on the 1st October 2018 were agreed and signed as a true record page CL 164 refers.

There were no matters arising.

4. BUDGET UPDATE

Members noted the budget update, dated the 12th November. There were no significant variances.

6. HEALTH AND SAFETY ISSUES

There were no health and safety issues to report. Members noted the Risk Assessments for Christmas Lights and the Switch On Evening, that had been reviewed by Mr Newstead and Mr Chinery-Colyer.

Mr Chinery-Colyer will advise the Deputy Clerk of some minor additions to the Christmas Lights Risk Assessment.

7. TO RECEIVE UPDATE FROM LIGHTING GROUP

Mr Chinery-Colyer advised everything with the lights was going well. A parishioner had offered to programme the net decorations with text. The anchor bolt testing had been carried out but since this had been undertaken a bolt had failed. However, this has now been replaced with a metal plate. Electrical testing will be carried out on the weekend of the 24th November.

The Deputy Clerk reported that the tree supplier had been unable to provide the correct height tree and therefore it had been necessary to order a replacement tree from Elveden Trees, at a cost of £1395. This includes delivery and erection.

8. TO RECEIVE UPDATE FROM SWITCH ON GROUP

Mr Newstead reported that he had attended the Safety Advisory Group meeting at ECDC.

He reported BBC Radio Cambridgeshire were now promoting the event and that the acts are booked.

There had been some communication issue with Ely Markets. After a lengthy discussion it was agreed Cllr Hobbs will arrange a meeting with Ely Markets in the new year, to resolve any issues that have arisen with the Market Place in time for the 2019 Switch On event.

9. ANY OTHER BUSINESS.

There was no any other business.

10. DATE OF NEXT MEETING:., Monday 26th November @ 6.30pm, Monday 4th February 2019 @ 6.30pm, Monday 1st April @ 6.30pm and Tuesday 11th June @ 6.30pm. Additional meetings will be arranged if required.

Chairman
26th November 2018