



CITY OF ELY COUNCIL
CHRISTMAS LIGHTS COMMITTEE

MINUTES OF A MEETING
HELD ON MONDAY 9TH NOVEMBER 2015 AT 6.30PM

PRESENT:

The Mayor, Cllr E Every	Cllr I Lindsay	Cllr A Arnold	Cllr S Friend-Smith
Cllr S Pittock	Cllr M Lansell		
<i>Mr M Chinery-Colyer</i>	<i>Mr J Dennick</i>	<i>Mr I Newstead</i>	

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1. APOLOGIES

Apologies were received from Cllrs Hobbs.

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 25th August 2015, were agreed and signed as a true record. CL 126 & 127 refer.

Matters Arising: - CL 126 – The Deputy Clerk had been advised that solar lights would not be suitable for this time of year. Ping Pong feature – members agreed this project could be completed once final costs for Perspex etc have been obtained. This will be funded from the switch on budget, as it is anticipated revenue will be generated in the future from sponsorship. Cllr Pittock agreed it would be completed by 30th June 2016. The Deputy Clerk advised once it has been finished the calculations for anchor point fixing and testing can be obtained.

CL 127 – The Deputy Clerk advised the tree would be delivered this week and erected on Sunday. The Cloisters management team have been invoiced for hire of the lights.

4. BUDGET UPDATE

Members noted the budget update dated 4th November 2015. There were no significant variances.

Mr Chinery-Colyer advised that shelving is required for the storage containers, the Deputy Clerk will look into prices for this. Members agreed to introduce a heading 'new works' this will include £2500 for the purchase of timer sockets for lamp posts. Cllr Arnold proposed an artificial tree should be budgeted for, to be placed outside of Sessions House. Members voted on this proposal, with 5 in favour, 3 against and 1 abstention. The total budget for lights for 2016/17 was set at £13660.00. The switch on budget for 2016/17 will be £5145.00 plus any carry forward.

Mr Newstead suggested that sponsorship for Christmas Lights could be obtained from local businesses.

The Mayor left the meeting at 7.25pm

5. TO RECEIVE AN UPDATE FROM THE LIGHTING GROUP

Mr Chinery-Colyer reported all was going well with putting up the lights with 2 productive weekends. He said the Council staff who have helped out on both weekends, had been really good with their input being second to none. The tree will be delivered on Friday and decorated on Sunday. Cllr Arnold requested that she be sent the emails that are circulated to the lighting group. Mr Chinery-Colyer advised he was happy to circulate to anyone who forwards their email address to him.

Mr Newstead reported a Facebook account had been set up for Ely Christmas Lights. There had been a comment left on the page regarding cables, to which a response had been sent. The Deputy Clerk advised that any future comments should be forwarded direct to the Council for an official response.

The Deputy Clerk advised that a letter of concern had been received from a visitor to Ely when the lights were being erected. This had been responded to and measures had been put in place to ensure the safety of pedestrians and volunteers.

Members reviewed the Risk Assessment for erecting the lights.

6. TO RECEIVE UPDATE FROM SWITCH ON GROUP

Mr Newstead reported all the stalls had been booked. The road closure signs are to be put up after the meeting. All acts etc are in place for the evening. The Mayor is required to be on stage at 4.58pm for 3 minutes. The event management document will be sent to ECDC.

7. ANY OTHER BUSINESS

Cllr Arnold had approached 26 businesses on Lancaster Way, some of which have donated raffle prizes for the Tombola stall.

Cllr Pittock asked if the Ely Lights Facebook page could have a 'donate now' link. The Deputy Clerk advised she would consult the Clerk on this matter.

8. DATE OF NEXT MEETINGS

Monday 1st February 2016 @ 6.30pm. Additional meetings will be arranged if they are required.