

BEVERLEY TOWN COUNCIL

BEVERLEY CHRISTMAS LIGHTS (Working Group Meeting)

11th JULY 2017

Present: Councillors Duncan Jack, Phil Dodsworth, Ann Willis, Prue Blake and Joy Jack from Christmas Lights Appeal Group, Judy Sagar (Beverley Westwood Lions), Mr Jacobson (East Riding of Yorkshire Council) and Harry Burton (Beverley Lions),

In attendance: Carol Oliver, Deputy Town Clerk

94 To receive apologies for absence

Apologies were received from Councillor T Astell.

95 To elect a Chair for the current municipal year

Councillor Dodsworth proposed and Councillor Willis seconded that Councillor Jack be elected as Chair for the current municipal year.

Resolved: Councillor Jack is elected as Chair for the current municipal year.

97 To elect a Vice Chair for the current municipal year

Councillor Willis proposed and Joy Jack seconded that Councillor Dodsworth be elected as Vice Chair for the current municipal year.

Resolved: Councillor Dodsworth is elected as Vice Chair for the current municipal year.

98 To note the minutes of the meeting of the 11th April 2017

Resolved: The minutes of the meeting of the 11th April 2017 were noted.

99 Matters arising not on the Agenda

Min 89 - Cone Trees – Councillor Willis proposed and Joy Jack seconded that the cone trees are repaired and the Deputy Town Clerk is to order 6 sets of lights and East Riding of Yorkshire Council are to undertake the work. All Agreed.

Min 89 – Twinkly Lights for Snowflakes – the Deputy Town Clerk is to order 150 lights for delivery to East Riding of Yorkshire Council who will undertake the fitting of these. All agreed.

Min 90 - the Flower Demo on the 21st July is cancelled as this is the evening of the Cycle Race. The Flower Demo is to be re-scheduled at a later date.

Min 93 –

Mrs Blake is to contact Ben Shires to ask if he can switch on the lights.

Georgian Quarter – Mr Tait to be asked to report at the next meeting.

Mountain Warehouse – Mrs Blake reported that Mr Skelton has agreed to the siting of the Stars of Bethlehem on Mountain Warehouse now that the facade has been repaired. The Deputy Clerk reported she had received signed wayleave agreement from Mr Skelton.

The ownership of the Railway clock was discussed and the Deputy Town Clerk reported it has been difficult to find the owner of the clock as some of the land belongs to East Riding of Yorkshire Council and some to the Railways. She will continue to try and find out who is the clock owner.

100 To receive the statement of finances

Mrs Jack reported the Christmas Lights account has £5909.47.

The Deputy Town Clerk reported the Town Council Christmas Lights account has £11351.44 which included the first half of the precept of £7500.

It was agreed to discuss the Market Cross Ceremony and the Christmas Lights Extravaganza at the same time.

101 To discuss the Market Cross Ceremony and to discuss and receive an update on the Christmas Extravaganza on the 23rd November 2017

Mr Burton clarified the Beverley Lions own the lights. Beverley Town Council pay for the dressing of the Market Cross with the invoice received sent by East Riding of Yorkshire Council to Beverley Town Council for the erection of the lights.

Beverley Lions will do the dressing of the Christmas tree with the lights owned by them and the service at the Market Cross.

At the meeting in May, some members reported members of the public felt the service was too long. Mr Burton said it had been 30 minutes for the last 20 years.

Councillor Jack said that the service at Market Cross is a very important part of the event but people need to be kept interested and focussed. The service was 30 minutes last year and the children's certificate presentation followed the service which lengthened the area around the Market Cross. The Deputy Town Clerk reported that too many risks are identified with people stepping up onto Market Cross with wires trailing and this needs to be considered. 20 minutes was agreed as the length of the service.

The presentation of the children's certificate would take place in front of Yorkshire Bank. Beverley FM are to be invited to the event and are to be asked to assist with the children's certificate presentation. Santa's sleigh will be in this area with Councillor Dodsworth and Mrs Sagar organising this with the Westwood Lions.

It was agreed a road closure would be needed for the whole of the Saturday Market/Old Waste area to Toll Gavel from 4pm-8pm in order to facilitate the event.

Members agreed that there needs to be other attractions to keep members of the public at the event.

It was agreed the event would start at:

1800 Market Cross service
1830 Switch on
1835 Children's Certificate presentation

Members of the public can then walk to Flemingate following the conclusion of the event for the Switch-on at Flemingate and the fire work display.

The Deputy Town Clerk she had received one response from Beverley Minster and this is being discussed by the Parochial Church Council and the Town Council will be notified of the decision.

Other ideas for entertainment put forward were:

- (i) Tom Coles
- (ii) Peers Pantomines
- (iii) CLB
- (iv) Choir
- (v) East Riding Theatre are to be contacted regarding any Christmas events and to see if they have anyone who may be performing at that time who may wish to be involved.

Members are to think about what other entertainment could be added to this.

The Deputy Town Clerk to contact Peers Pantomines and CLB.

Councillor Dodsworth is to contact Tom Coles.

Councillor Jack is to contact ERT.

Remotely switch on of lighting

Mr Jacobson had met with Charles Endirect regarding switching on the lights remotely. The costs breakdown as follows:

Transmitter	£1040.00
1 x Antenna feeder pillar	£ 92.66
1 x External unit light each	£ 93.60
1 x Annual charge	£ 40.64
1 x Annual charge each unit	£ 0.51

The total cost of this would be around £5000 plus VAT to include fitting by East Riding of Yorkshire Council – copy quote attached.

The £5000 is based on 22 units which would remotely light from North Bar Within to Toll Gavel.

Mr Jacobson is speaking with Charles Endirect to ascertain the best way forward as to whether remove the existing timer and put new timer on or rewire existing timer and advise members. Mr Jacobson is to ask them to attend the meeting in September.

102 To discuss the tender requirements for the Christmas Lights erection

The Deputy Town Clerk reported that the tender is out with a deadline of the end of August.

103 Any other business

Purchase of new lights

Mrs Jack said the Christmas Lights appeal group would like to purchase 20 little blizzards to put in a zig zag shape to brighten up Toll Gavel. They would like to order 20 little blizzards and associated fittings in ice white. The Deputy Town Clerk to order these. Mrs Jack said some of the brackets may need stress testing. The Deputy Town Clerk has a list of brackets and the dates they need testing. She will find out how many brackets need stress testing. Councillor Jack suggested that the Town Council may consider this by sending the handyman on a stress testing course. Councillor Jack is to speak with the Clerk.

Dyer Lane

Mrs Blake asked if Mr Jacobson had looked at Dyer Lane. He apologised and said he would do as soon as possible and report back.

Date of Next Meeting to be clerked by Beverley Town Council is **5th September 2017 at 1.30pm.**

Please note this is instead of the meeting diarised for the 12th September.

The meeting closed at 1435

SignedDate.....

Action Plan – Christmas Lights 11th July 2017

Action	Who is Responsible	Timescale
Min 99 Min 89 - Cone Trees – C order 6 sets of lights and East Riding of Yorkshire Council are to undertake the work. All Agreed.	Deputy Town Clerk/Peter Jacobson	As soon as possible
Min 89 – Twinkly Lights for Snowflakes – to order 150 lights for delivery to East Riding of Yorkshire Council who will undertake the fitting of these. All agreed.	Deputy Town Clerk/Pater Jacobson	As soon as possible
Min 90 - the Flower Demo to be re-scheduled at a later date.	Christmas Lights Appeal Group	
Min 93 – Mrs Blake is to contact Ben Shires to ask if he can switch on the lights.	Mrs Blake	As soon as possible
Georgian Quarter report back	Mr Tait	5 th September 2017
Ownership of the Railway clock	The Deputy Town Clerk	As soon as possible
Min 101		
Road Closure of whole of Saturday Market/Old Waste	The Deputy Town Clerk	
Invite Beverley FM	The Deputy Town Clerk	
Santa's sleigh	Councillor Dodsworth and Mrs Sagar	
Contact (a) Tom Coles (b) CLB (c) Peers Pantomines (d) ERT	Councillor Dodsworth The Deputy Town Clerk The Deputy Town Clerk Councillor Jack	
Remote switching on a) Timers b) In Charles Endirect to 5 th September Meeting	Peter Jacobson	
104 (a) Order 20 little blizzards and associated fittings.	The Deputy Town Clerk	
Stress testing dates	The Deputy Town Clerk	
Stress testing to be considered for Handyman.	Councillor Jack to speak with the Clerk	
Dyer Lane lighting	Mr Jacobson	