

MINUTES OF A MEETING OF THE CHRISTMAS LIGHTS SUB-COMMITTEE, OF THE BAY OF COLWYN TOWN COUNCIL, HELD REMOTELY (VIA ZOOM) AT 11AM ON WEDNESDAY 4TH AUGUST 2021

PRESENT: Cllr G Baker, Chairman
Cllrs: G Campbell, J Pearson
Shaun Williams, SETS Ltd (Lighting Installation Contractor)

OFFICERS: Mrs C Earley, Town Clerk
LM Austin, Administrative Assistant

106/21 Welcome and Apologies for Absence:

The Chairman welcomed everyone to the meeting. An apology for absence was received from Cllr D Jones.

107/21 Declaration of Interests:

Members were reminded of the need to declare any personal and/or prejudicial interests. The Clerk advised members of a personal interest in respect of agenda item 6 (lighting Scheme 2021), as a close personal associate works for Blachere UK. The Clerk therefore offered to retire from the meeting when any quotations were being considered.

108/21 Minutes:

Resolved to receive, approve and sign a copy of the minutes of the last meeting of the sub-committee, held on 14th May 2021.

109/21 Installation Contract: HERS Accreditation: The Clerk submitted, for information, a further advice note from Conwy CBC in regard to the new requirement for festive lighting contractors to have HERS accreditation. The Clerk informed members that there is a period of grace (until January 2022), after which the contractor must demonstrate HERS accreditation. Shaun advised members that he had started the HERS training and would continue to liaise with the Clerk and Richard Cochran (CCBC Street Lighting) to ensure the accreditation was obtained by the required time.

110/21 Budget: The Clerk submitted, for consideration, the budget for 2021 which showed £12,496 available, after the known costs were taken into account. This funding would be required towards the hire/purchase of some replacement lights for the 2021 display.

Cllr J Pearson offered to provide a quote from Bayside Radio for a PA system for the Tree of Lights switch-on event. Members discussed whether to defer this offer until next year, as the Clerk advised that the current provider of the PA System has a contract to provide the equipment for three annual events (Bonfire Night, Remembrance Sunday and the Tree of Lights switch on).

Resolved to request the Clerk seeks a quote from Bayside Radio for the provision of a PA system for the three events organised/supported by the Town Council (Bonfire Night, Remembrance Sunday and Tree of Lights switch on).

111/21 Lighting Scheme 2021: The Clerk submitted, for consideration, the following options for renewal of lighting for 2021:

a. Options for Festoons:

Resolved to support Option 2 – to purchase an additional 180 bulbs for Rhos on Sea, to increase the number of colours from four to five, at an approximate cost of £369 + VAT.

b. Options for Trees: Shaun informed members that there was some damage to the small trees at St Pauls Church last winter and that the lights may need moving to another location.

Resolved to delegate authority to the Clerk and Shaun to check on the condition of the trees and move the lights to another location, if required, and report back to the Committee in due course.

c. Options for Theatr Colwyn:

Resolved to retain the curtain lights for one further year, but rewire the supply to come from upstairs kitchen to eliminate the nuisance tripping and move the supply enclosure to a more accessible location (at no additional cost).

Further resolved to consider options to replace the curtain lights for two motifs that would cover the front of the building in the new year, when there is usually heavily discounted used stock available, at an approximate cost of £1000 +VAT (as opposed to £3-£4,000 for new stock).

d. Options for Columns: Members discussed the following options for the Columns:

- i.** Option 1 – to purchase new motifs for Station Road and Seaview Road Colwyn Bay. 23 column motifs required, with all other motifs (in Old Colwyn and Rhos on Sea) to be reused for another year.
- ii.** Option 2 – to enter into a new 3 year hire-purchase agreement for 45 motifs which would replace all motifs in Colwyn Bay (with the exception of the wrap-around lights on Abergele Road/Conwy Road). When this agreement is completed a new hire-purchase agreement could be entered into for a further 46 motifs for Old Colwyn, West End and Rhos on Sea.
- iii.** Option 3 – to enter into a new hire agreement (possibly with option to purchase) for 91 motifs, which would replace all the motifs in Old Colwyn, Colwyn Bay, West End and Rhos On Sea (with the exception of Abergele Road/Conwy Road, Colwyn Bay).

Members considered the three options and the proposals/quotes received from the suppliers, and ruled out MK Illumination, as they could only quote for purchase only, or a full hire/installation/storage contract.

It was noted that some of the suppliers had sent details/images of a range of designs/sizes of motifs (at significantly varying costs), some of which were outside of the available budget. Members were reminded that the sub-committee had previously decided to retain the white/gold theme for Colwyn Bay, to co-ordinate with the motifs along Abergele/Conwy Road and provide variety to the multi-colour theme in Old Colwyn / Rhos on Sea.

Resolved to request the Clerk seeks further information from Shaun about the size of the current motifs and contacts the suppliers to narrow down the choice of motifs from suppliers A, B and C, and request detailed quotations based on Option 2 above, in line with the budget available (£12,000 p.a.).

A further meeting will then be convened to discuss/decide on the final proposals.

112/21 Summer Lighting:

Resolved to request the Clerk applies for permission from CCBC for the Rhos on Sea Promenade lights to be switched on from 8pm until midnight, up until the 31st October 2021, with immediate effect.

113/21 Next Meeting: The Clerk would invite members to the next meeting once the requested information from the suppliers had been received.

Meeting closed at approx. 12.50pm.

..... Chairman