

TENTERDEN TOWN COUNCIL – EXTERNAL COMMITTEE

CHRISTMAS LIGHTS SUB-COMMITTEE

NOTES OF A MEETING ON 15.02.2018

Present: Cllrs Mrs Ferguson, Knowles and Sugden. Simon Robinson (TDCC), Scott Mitchell (Mitchell Highways), Tash Mahoney (Xmas Market etc) and Tim Coombs (Event Electrics) and Phil Burgess.

1. **Election of Chairman.** Cllr Knowles was elected chair
2. **Co-option of Members.** The following non-councillors were welcomed Tim Coombs (to advise on power requirements for High Street), Tash Mahoney (for issues faced by Xmas Market) & Scott Mitchell (to advise on solutions for market power and Xmas lighting issues). Simon Robinson stood in for Mike Bartlett to represent TDCC.
3. **Apologies for Absence.** Mike Bartlett & Seren Welch.
4. **Minutes of the Previous Meeting.** Agreed.
5. **Matters Arising.** None
6. **Electrical supply for plant beds.** This item had been requested by Seren Welch for illuminated displays during events and at other times. Scott advised that UK Power Networks (UKPN) needed to be approached to establish the position of underground cabling and arrange a connection. Following this Scott would be in a position to quote for a feed, either cut into the corner of the beds or within the brick surrounding wall itself. The connection would be secured against vandalism. This would be a metered supply.
7. **Potential Takeover of lamps from ABC.** This proposal was prompted by the fact that KCC no longer allow attachments to the top of lamp standards. If a connection is required therefore, a “pot” needs to be connected to the base, flush with ground level and topped with a manhole cover. This has been done with the KCC lamps (close to the road) where connections were required for Xmas lights.
The lamps on the pavement are currently controlled by ABC and are due to be handed over (after replacement) to KCC. The options are either to take over the responsibility of the lamps from ABC (with associated capital and on-going unmetered power supply and insurance costs) or to use the “pot” system to connect to the bases of these lamps once they are transferred to KCC. This would need to be carried out at the Fairings, Whites Jewellers and outside Ozgur to satisfy current Xmas light requirements.
Callum Knowles advised that should TTC take over the lighting columns, the funds which ABC had set aside in order pay KCC to take responsibility for these lamps should be diverted to TTC.
Costings need to be established for both the “pot” system and the lamp takeover. The latter will be significantly more expensive but will have many long-term benefits. We need to approach UKPN to arrange a meeting with details of the power supplies required.
8. **Pop-up power.** These facilities had been suggested for the area outside NatWest Bank but other areas may be of use to the Xmas market and Folk Festival (the latter use the area between Montalbano and the War Memorial). They are again flush with the pavement when not in use and have a lockable cover which allows them to be raised to reveal the sockets. They generally have 4 x 16a sockets, but higher output versions are available if the supply permits. There is potential for other uses apart from

the event markets. With the takeover by TTC of responsibility for the Friday Market, there is potential for the market to grow and extend into the space by NatWest. Planning permission is already in place for this site. These units are a good alternative to additional street clutter and permission for additional power boxes (such as the one outside the town hall) would be unlikely to be granted.

9. **Annual Removal of Lights from Trees.** A suggestion had been received to replace the current tree lights with illuminated Christmas trees along the High Street. This was not popular with members. It was decided to remove the lights annually and store them with Mitchell Highways to protect the trees, improve safety and ultimately save on costs.
10. **ABC annual grant** Simon Robinson will check that the 50/50 split of £2000 to TTC and £2000 to TDCC still applies. An informal meeting would be set up with Cllr Knowles, Phil Burgess, Mike Bartlett & Michelle Byrne of ABC to investigate funding and how it is best approached. The grant was originally for lights only, but the market power extends TTC commitment and may attract further funding. Tash sponsorship.
11. **Sponsored Xmas Trees.** The “pots” were already in place for the trees at the Fat Ox and Recreation Ground. The pot at the William Caxton needs to be moved in time for Xmas 2018. Tash Mahoney would deal with sponsorship this year. Lights and baubles from last year are held at the Town Hall
12. **Recommendations to council.**
 - a) Tim Coombs and Tash Mahoney to provide a power requirements plan for the Xmas Market and flower beds. **(TC & TM)**
 - b) Arrange meeting with UKPN, Tim Coombs, Scott Mitchell & Phil Burgess to identify supply available & lead times for UKPN installations in respect of lamp standards pop-up power, plant bed supply etc. **(PB)**
 - c) Establish full costings (capital and revenue) & grants available relating to takeover of ABC lamps and alternative installation of “pots” **(PB)**
 - d) Quotations to be obtained from Mitchells for lamp standards, pots, pop-ups. **(PB,SM)**
 - e) Approach to be made to Cllr Mike Hill for grant assistance relating to KCC policy of refusing attachments to lamp standards. **(PB)**
 - f) Main High Street tree lights to be removed each year and stored. **(PB to contact tree surgeon)**
 - g) Sponsorship for existing 3 trees and any extra ones to be taken over by the Xmas market organisers **(TM)**
12. **AOB.** None.
13. **Next Meeting** Following the meeting with UKPN. First week in June preferably.

Meeting Closed at 7.05p.m.