

ROOKSDOWN PARISH COUNCIL

**MINUTES OF AN EXTRAORDINARY MEETING OF ROOKSDOWN PARISH COUNCIL (RPC)
held in the ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN
on 15 November 2018 at 2045**

	In Attendance	Apologies	Absent
Councillor Mahoney (Chairman)	✓		
Councillor Lovett (Vice-chairman)	✓		
Councillor Botten	✓		
Councillor Mason	✓		
Councillor Payne	✓		
Councillor How	✓		
Councillor Harris		✓	

Clerk:

Martin Whittaker

In attendance:

Simon Bound, Borough Councillor and Manager of Rooksdown Community Association (RCA)
Robert Taylor, County Councillor

Action

18/239 To receive and accept apologies for absence

Apologies were received and accepted from Cllr Harris.

18/240 To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed

None.

18/241 To invite members of the public to address the meeting (up to 15 minutes in total)

None.

18/242 To discuss the purchase and erection of a Christmas tree outside the Community Centre

The Chairman summarised the briefing paper describing the options (see Appendix below).

It was concluded that, although the pre-lit artificial tree looked like the best long-term option, the short time available this year added unacceptable risks. Also, it was not clear whether suitable storage space was available.

The motion being proposed by Cllr Lovett and seconded by Cllr Mason, **IT WAS RESOLVED** unanimously to order the installation of a power supply at a cost of £675 and a 15ft commercially-lit live tree at a cost of £950. The tree was scheduled for installation in the first week of December.

18/243 Chairman to close meeting

The Chairman closed the meeting at 2110.

Appendix: Xmas Tree Options

V1 15/11/18

1 Tree options - overview

We have the following options:

- Pre-lit artificial tree
- Commercially-lit real tree
- Tree from BDBC lit by us

2 Prerequisites

- Installation of a power point on a nearby lamppost by Gordon Wade.
 - Power supply will be taken down to a box on the ground.
 - Quote for £675 received, lead time not known
- Insurance – covered by existing policy for public liability, employee injury, damage etc.

3 Detailed options

3.1 Pre-lit

Trees

- Proper commercial tree from www.christmastreeworld.co.uk
 - 4m high, 2m base (smallest they do)
 - galvanised steel frame
 - designed to stand on the ground and be anchored by pegs or sandbags
 - collapses for storage
 - 4 separate lighting circuits
 - designed to withstand most things and to last 5-10 years - looks pretty vandal proof
 - Cost £2000
 - Installation by contractor - £400. Can be done in week of 3/12
 - Currently 2-week lead time - can be done for this year
 - (5m tree would cost £2500, but
- Domestic outdoor tree
 - <https://www.festive-lights.com/fairybell-tree-400cm-with-640-warm-white-leds> £335
 - <https://www.festive-lights.com/fairybell-tree-600cm-with-900-warm-white-leds> £330 + £170 (pole) and £65 (base)
 - 4m simple but flimsy
 - 6m looks a bit sturdier
 - ...but might lose it in a high wind, and might need guying, and the guy wires may present a safety hazard
 - Easily pushed over?
 - Requires a socket extending 0.5m into the ground - it's not clear how easy this would be.

Issues

- Not clear how we could store it. According to the RCA there is no space in the CC store or in the lockup.

3.2 Commercially-lit live tree

- 15ft (4.5m) spruce supplied and installed by www.4thdlandscapes.co.uk for £950. Will be braced/guyed in position.
- Can be installed in week of 3/12
- Deadline for ordering is Friday 16/11 0900, as they start cutting that day.

3.3 Tree from BDBC lit by us

- Largish tree (exact size not known) has been found by Gordon Wade:
- He will cut, deliver and install it, but price and lead time not yet known
- We will light it using of the shelf lights

Issues

- Price not known, but should be much cheaper than any other option
- We need to resource the lighting
- Looks a bit scrawny?

4 Appraisal

General

- Do not have a confirmed date for power installation

Pre-lit

- Expensive
- If project does not turn out well, may have to write off
- Nowhere obvious to store
- Most vandal-proof and solidest option

Commercially-lit live tree

- Lowest risk
- No storage required
- If lights damaged, may have to pay
- May be subject to vandalism

Tree from BDBC lit by us

- Cheapest(?)
- We have to source lights and install them
- Looks a bit scrawny



Martin Whittaker

Clerk and RFO