

**Minutes of the meeting of the Civic Sub-Committee held on  
Friday, 11 November 2011 at 4.00 pm in Committee Room 2, Town Hall**

- Present** Alderman J McClurg (Mayor)  
Councillor D Hilditch (Chair)  
Councillor S Dickson  
Councillor E Ferguson  
Councillor C Johnston
- In attendance:** Mr S Johnston, Acting Town Clerk & Chief Executive  
Mrs H Adair, Office Manager, Support Services
- Apology:** Mr I Eagleson, Director of Support Services

## Minutes

Members were circulated with copy Minutes of the meeting of the Civic Sub-Committee held on 19 October 2011.

It was proposed by Councillor Dickson, Seconded by Councillor Johnston and agreed to recommend adoption of the minutes.

## Matters arising

### Diamond Jubilee Award

The Office Manager sought clarification, on behalf of the Parks & Countryside Officer, to which Sub-Committee the design and location of a Diamond Jubilee flowerbed should be submitted.

It was agreed that the proposals should be submitted to the Civic Sub-Committee, being the Committee responsible for co-ordinating all events relating to the Queen's Diamond Jubilee.

### Queens Award for Enterprise

The Office Manager informed Members that the deadline for receipt of applications for the above award had passed.

Members agreed that at a later date consideration be given to nominees for the award for 2013.

### **Queen's Diamond Jubilee Celebrations**

Members were circulated with a report from the Tourist Information Officer following a meeting of Officers from all Co. Antrim Councils held in Ballymena on 25 October 2011.

The main topics raised were the procurement of joint souvenirs, commemorative coins, the production and circulation of a joint County Antrim leaflet, branding i.e. pop ups, banners, exhibition stands, flags etc and the production and location of bonfire beacons.

#### **Souvenirs**

After lengthy discussion, Members agreed not to buy into joint souvenirs, i.e. pencils, erasers, sharpeners, notebooks, lapel badges, mugs, tea towels, plates, etc. as this could have an impact on local traders who may wish to avail of the opportunity to sell commemorative gifts. Mayoral gifts would continue to be sourced through the Mayor's Office.

The Acting Town Clerk suggested exploring the purchase of specific quality gifts particular to Carrickfergus Borough Council.

#### **Coins**

The Committee agreed that Council obtain a commemorative coin for distribution to all Primary School pupils throughout the Borough; the cost and design to be brought back to a future meeting.

#### **County Antrim Leaflet**

Members were informed that Ballymena Council proposed to co-ordinate a generic leaflet with each Council's input; the cost of which would be determined by the space used. It was further suggested that the leaflet could be distributed with the appropriate edition of the Compass magazine in 2012.

Members suggested that Council's input could be directly incorporated into the Compass magazine and asked that further information be brought back to the meeting regarding the purpose of the leaflet.

#### **Branding**

The Committee suggested that the Arts, Events and Marketing Manager attend the next meeting of the County Antrim Officers in Ballymena to seek clarification on the proposals for branding and the purpose of the joint leaflet.

### **Bonfire Beacons**

Members were circulated with a quote of £7,500 for the purchase of a bonfire beacon, with an additional cost of £2,250 for the delivery, installation and removal.

The Acting Town Clerk informed Members that the Council's Technical Officer had attended the joint meeting at Ballymena and he, along with the relevant Officers from other Councils, was asked to explore cheaper options to produce/obtain a bonfire beacon.

Arising out of discussions, the Mayor informed the Committee that he had received an email from the Chairman of the Royal Institution of Chartered Surveyors Matrics Northern Ireland who had been contacted by the UK Chairman to advise of the Queen's Jubilee Celebrations and lighting of beacons on 4 June 2012. The RCIS had been invited to light the anchor chain of 138 beacons across the UK, each one to be visible from the next point along the chain. One of the expected sites would be in the area of Knockagh War Memorial and Council's approval was sought in this regard.

Public liability insurance would be organised by the RCIS as would any relevant signage required.

It was agreed that the Mayor write to the Chairman of the RCIS extending an invitation to meet to further discuss the proposals.

### **Common Community Grant Programme**

Members were informed that the Arts, Events and Marketing Manager would be attending a joint meeting co-ordinated by Antrim Council to ascertain proposals for the above programme.

Councillor Hilditch reminded the Committee that Council had already agreed to contribute small grants of £100 for legitimately organised street parties for which a receipt would be requested.

### **Street Naming**

Arising out of the discussions on the Queen's Diamond Jubilee Celebrations Councillor Hilditch enquired if the Acting Town Clerk was aware of any developments or streets to be named in 2012.

The Acting Town Clerk informed that he was not aware at present but would keep Members informed of any future developments.

**Artist Exchange with Danville**

The Office Manager informed Members that it was proposed to advertise the Exchange week commencing 14 November and sought clarification as to whether the criteria should stipulate that applicants must be “resident of the Borough” or “be resident or employed in the Borough”.

Members unanimously agreed that in order to maintain consistency with previous projects organised by Council “resident of the Borough” should be applied to the criteria.

**Any Other Business**

**Danville, Kentucky – Vice-Presidential Debate**

Members were circulated with a newspaper article received from Milton Reigleman, Danville, informing that Centre College had been successful in their application to host the only scheduled Vice-Presidential Debate on 11 October 2012.

A further newspaper article was received notifying that a Royal invitation had been extended to the Duke & Duchess of Cambridge. One of the selling points was that William’s grandmother, Queen Elizabeth, had stayed at a former British Ambassador’s Farm in Versailles for state and personal visits and the farm still handles some of her horses. However, the most compelling factor and the one which prompted the invite was the connection with Carrickfergus.

**Remembrance Services**

The Acting Town Clerk informed the Committee that he had recently met with Rev Sam Grant who had intimated that, as he was getting on in years, he had hoped to retire from his duties producing letters and leaflets associated with the Royal British Legion Remembrance Service and wondered if Council would be prepared to undertake these duties.

The Committee agreed that the Rev. Grant be asked to put his request in writing for future consideration.

**Conclusion of Meeting**

The meeting terminated at 5.45 pm when those present were as at commencement.

**Date of Next Meeting**

It was agreed that the Office Manager arrange the next meeting of the Civic Sub-Committee as required.