

Agenda item number: 12b Date of meeting: 4 th March 2019
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THATCHAM TOWN COUNCIL Events Committee	
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Report by: Jennie Currie	Job Title: Community & Civic Manager
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Subject: Installing a new chamber for the Christmas tree and the purchase of new lights for the Christmas Tree	
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1 Purpose of Report

For Committee to consider making a recommendation to Full Council to install a new chamber for the Christmas tree and the purchase of new lights for the Christmas Tree.

2 Background

The current chamber for the Christmas tree was installed over 20 years ago. The locking system for the cover is beyond repair and ideally it should be located closer to the road to allow for easy installation of trees. Additionally, the diameter of the tube is too small for the larger trees that have been used in recent years.

The lights that were used in 2018 on the tree are now in need of replacement and whilst one set was purchased within the 2018-19 budget, the current budget would not extend to purchasing enough lights to cover a similar sized tree.

The Events Committee requested that the clerk of the committee investigated installing a new chamber at the meeting held on 10th December 2018 (EV/2018/37).

3 Details of the project

At the request of the clerk a desktop survey has been undertaken to confirm the location of any utilities in the area of the current chamber and the proposed new location. This was carried out by West Berkshire District Council at no cost to the Town Council. Advice was also sought from the Principal Engineer at WBDC with regards to a suitable contractor for the project.

The contractor has quoted to supply and install a chamber 450 x 450 x 1200 mm, plastic with concrete base and surround, complete with manhole cover, including removal of old tube and turfing would be £1,925. The contractor added that this method was preferred as everything is pre-formed. The plastic acts as a shutter and they would concrete around the outside to give it the required strength.

Currently the Town Council purchases decorative Christmas lights from one supplier and we use four different types of lights. Having sought some design options from our supplier a quote was requested utilising the new set of coloured lights purchased for 2018 and complementing these with the same style of lights used on the oak tree and the trees outside the Kingsland Centre. The total cost of the additional lights would be £4,122. There is a potential that this price would increase after 1st April 2019.

4 Financial Implications

The cost to supply and install a plastic chamber with concrete base and surround, complete with manhole cover, including removal of old tube and turfing is £1,925.

The cost to supply cool white mini LEDS and colour changing Maxi LED globes sufficient to cover a 9m tall tree is £4,122.

5 Legislation

Local Government Act 1972, s145 – Provision of entertainment and support of the arts.

6 Reference to Council Plan

Objective Three: To enhance the sense of community within Thatcham.

7 Consultation

No consultation has taken place.

8 Recommendation

That the following recommendation is presented to Full Council –

That £6,047 from General Reserves be allocated to the installation of a new Christmas tree chamber and the purchase of new decorative lights for the Christmas tree.