



# BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Glenna Frost, The Town Hall, Clarence Road  
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Dear Sir/Madam,

## MEETING OF THE ENVIRONMENT AND LEISURE COMMITTEE

I hereby give you Notice that a Meeting of the Environment and Leisure Committee of the Bognor Regis Town Council will be held at The Town Hall, Clarence Road, Bognor Regis at **6.30pm** on **TUESDAY 26<sup>th</sup> MAY 2015**

All Members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the Business to be transacted, as set out hereunder. An opportunity will be afforded to **Members of the Public** to put **Questions** to the Committee during an adjournment shortly after the meeting has commenced. (NOTE: Members of the public will be asked to provide their names and addresses and are encouraged to put questions in advance, in writing. Priority will be given to written questions. Questions should be restricted to the functions of this Committee.)

Refreshments will be available and any donations to the Mayor's Charity will be gratefully received.

## PLEASE NOTE DATE

DATED this 19<sup>th</sup> MAY 2015

CLERK TO THE COUNCIL

## **THE AGENDA and BUSINESS to be TRANSACTED is:**

1. To note the appointment of Chairman and Vice-Chairman as agreed at the Annual Meeting
2. Chairman's Announcements and Apologies for Absence
3. Declarations of Interest
4. To approve the Minutes of the Meeting held on 23<sup>rd</sup> March 2015
5. Adjournment for public question time
6. Matters Arising from the Minutes which are not separate Agenda Items
7. Appointment of Sub-Committees and Working Parties
  - a) Allotments Sub-Committee including consideration of recommendations to Council of co-options for ratification
  - b) Bognor Regis in Bloom Working Party including consideration of recommendations to Council of co-options for ratification

8. To consider Terms of Reference for the following Committees/Sub-Committees/Working Parties, (attached) including updates and amendments if required
  - a) Environment & Leisure Committee
  - b) Allotments Sub-Committee
  - c) Bognor Regis in Bloom Working Party
9. Ward Allocation Environmental Projects Budget including consideration of 2015/2016 Budget
10. Bognor In Bloom Working Party – Consideration of the Resolutions, Recommendations and Reports of the Meeting held on 17<sup>th</sup> March 2015 and the Non-Quorate Meeting of the 21<sup>st</sup> April 2015
11. Consideration of request from Bognor Regis Museum to apply for a license on their behalf to re-site an old gas lamp and post outside the Museum in West Street
12. Consideration of way forward for Christmas Illuminations 2015 including notes of the meeting with Electrical Contractor held on 14<sup>th</sup> April 2015
13. Consideration of request from a member of the public for the installation of a litter and dog bin
14. To consider membership of new ADC/BRTC Public Conveniences Working Party
15. Consideration of proposal received by ADC to site a children's ride on the promenade for the summer season
16. Town Centre issues including Public Realm works and Bognor Regis Traders Association – Min. 104 refers
17. Fire Service cuts update including details of April Newsletter. Min. 107 refers
18. Reports:
  - a) To note Financial Reports, previously circulated
  - b) Any other reports
19. Correspondence

**THERE IS A LIFT AVAILABLE AT THE TOWN HALL FOR ACCESS TO THE COUNCIL CHAMBER IF REQUIRED**