



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 31st MAY 2011**

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.)

PLEASE NOTE DATE AND EARLIER START TIME

DATED this 23rd MAY 2011

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 7th March 2011
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 current Terms of Reference for the following Committee/Sub-Committees/Working Parties and update if required
 - (a) Environment & Leisure Committee
 - (b) Allotments Sub-Committee
 - (c) Bognor Regis in Bloom Working Party

9. Ward Allocations Environmental Projects Budget including:-
 - (a) Update on 2010/2011 allocations
 - (b) Consideration of any proposals for 2011/2012 for Orchard Ward, Hotham Ward, Marine Ward and Pevensey Ward.
10. Consideration of W.S.C.C. consultation on Potential Changes to Supported Bus Services - copied to all Councillors
11. Consideration of proposal and offer of financial contribution from Mr. K. Scutt for a clock to be installed in the turret of the Town Hall to commemorate the Queen's Diamond Jubilee in 2012
12. Update on views of residents received so far regarding the Sun Sculpture following consultation in Town Council Newsletter - report from Head of Street Scene and Leisure Services
13. Consideration of replacement of the three-tiered planters that have been moved from the front of the Railway Station with low level wooden planters - Min 88 refers - report from Head of Street Scene and Leisure Services
14. Investigation into process of application for Quality Coast Award and what the future holds - referred from Town Council meeting 16th May 2011
15. Consideration of installation of free cycle racks within the town centre/seafront area and identification of suitable locations - report from Head of Street Scene and Leisure Services
16. In Bloom Working Party - Consideration of the Resolutions, Recommendations and Reports in the Notes of the meeting held on 17th March 2011 including proposal for hanging baskets at new Museum premises - report from Head of Street Scene and Leisure Services
17. Christmas Illuminations including:-
 - (a) Consideration of the Resolutions, Recommendations and Reports in the Minutes of the meeting held on 27th April 2011 (As this Sub-Committee will no longer meet, approval of these Minutes will be required)
 - (b) Consideration of quotation for removal of the existing four crossings of multicoloured bulbs in London Road (one removed at Christmas 2010) and replacement of five crossings with new festoon harness, 2 lamps per metre and fit with LED bulbs in a colour scheme to be approved by the Council
 - (c) Consideration of quotation to remove and replace the three older crossings, install new harness for these matching the design used last year and supply LED bulbs for all five crossings
 - (d) Bognor Regis Seafront Lights - consideration of request that the Council kindly consider making the Colour Converters on the GLS lamps on the existing festoon across old London Road available for their use on the seafront lights if they are to become surplus to requirements
 - (e) Correspondence
18. Reports:
 - (a) Financial Reports including to note Earmarked Reserves for year ending 31st March 2011 - (if available)
 - (b) Any other reports
19. Correspondence