



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE ENVIRONMENT & LEISURE COMMITTEE MEETING

HELD ON MONDAY 31st JANUARY 2011

PRESENT: Cllr. Mrs. J. Gillibrand (Chairman), Cllrs: E. Anderson, J. Brooks
and J. Passingham

IN ATTENDANCE: Mrs. G. Frost (Town Clerk)
Mrs. J. Hambleton (Minute Clerk)
Mr. R. McMann A.D.C. (Part of the meeting)
One District Councillor in the Public Gallery (Part of the meeting)
Press representative

The Meeting opened at 7.04pm

97. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies were received from Cllrs. G. Burt, Mrs. S. Daniells and Mrs. J. Warr. It was noted that the E. & L. Committee Meeting scheduled for 20th December had been cancelled due to bad weather.

98. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this Agenda.

Members and Officers should declare an interest by stating: -

- a) the item they have an interest in
- b) whether it is a personal interest and the nature of the interest
- c) whether it is also a prejudicial interest
- d) if it is a prejudicial interest, whether they will be exercising their right to speak under Question Time.

They then need to re-declare their interest and the nature of the interest at the commencement of the item or when the interest becomes apparent.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Prejudicial and Personal. These forms to be returned to the Committee Clerk at the end of the meeting to enable all declarations of interest to be accurately recorded in the Minutes.

The Committee noted that there were no Declarations of Interest made at this point in the Meeting.

99. TO APPROVE THE MINUTES OF THE MEETING HELD ON 1st NOVEMBER 2010

The Minutes of the Meeting held on Monday 1st November 2010, were agreed as an accurate record and were signed by the presiding Chairman.

100. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no questions.

101. FURTHER CONSIDERATION OF POSSIBLE RELOCATION OF THE SUN SCULPTURE - MIN. 85.5 REFERS

The Chairman welcomed Mr. McMann to the meeting.

Mr. McMann advised the Committee that the Town Council own and are responsible for the maintenance of the Sun Sculpture. This piece of art work had been part of a bigger programme and a Lottery Bid that he had written for Bognor Regis and Littlehampton. The Town Council had also contributed towards this project. He advised that if the Town Council decided to move the Sun Sculpture, the Arts Council should be informed and it had the right to recall the money. The artist would also need to be involved.

Members reporting public concerns about the sculpture said there had been numerous comments relating to this on social network sites. Comment was made that it might be the right sculpture but located in the wrong place. Members felt a plaque was needed with an explanation about what the sun sculpture meant as this might allow the public to understand the art work better.

Following lengthy discussion, Councillors agreed that spending residents' money in moving the sculpture in the current economic climate could not be justified at this time. The possibility that it could be moved as part of the regeneration of the seafront area was suggested. One Member felt the idea of moving the sculpture should remain on the table and the cost of moving it should be investigated when future plans for the town are known. Comment was made that a bronze of Sir Richard Hotham could replace the Sun Sculpture in the town but Hotham Park may be a more suitable location for this. Members were reminded that an article would be placed in the Town Council's newsletter to get the views of residents' on this proposal.

The Committee AGREED to adjourn the Meeting to allow District Cllr. Mrs. Olliver to speak on this item.

District Cllr. Mrs. Olliver gave some background to the project and advised that there had been four years of discussion and only two out of four of the projects put forward had come to fruition. During the public consultation people were asked what they thought about when they considered Bognor Regis. It was the sunshine record of the town that they identified not Sir Richard Hotham. She agreed many people did not understand the sculpture and supported the idea of a plaque. District Cllr. Mrs. Olliver was thanked for her input and the Meeting was reconvened.

A Councillor suggested as a temporary measure that some of the planters containing the big cordylines currently located in London Road could be moved around the base of the sculpture to change the context and create a more aesthetically-pleasing look. The Clerk suggested this may cause problems with vehicle access to London Road. Mr. McMann was opposed to this

suggestion and said the Sun Sculpture was recognised artistically as an exceptional piece of work and a decision should not be made without proper consideration.

It was AGREED that the Sun Sculpture should not be moved at this time and that the Town Council should wait to see the plans for regeneration and revisit the issue when it is known what will be happening in the town. It was further AGREED a small plaque about the Sun Sculpture should be installed and Cllr. Passingham offered to submit some draft wording to the next meeting for consideration. The Chairman thanked Mr. McMann on behalf of the Committee for his input and he left the meeting.

The Town Clerk reported on two letters from members of the Hotham Park Heritage Trust who were opposed to moving the Sun Sculpture to Hotham Park and these were noted.

102. MATTERS ARISING FROM THE MINUTES WHICH ARE NOT SEPARATE AGENDA ITEMS

102.1 1st November - Min. 85.3 Olby's Clock and plaque

The Clerk reported that problems had occurred with the clock, which appeared to be losing its signal. When the clock was initially installed it was receiving a signal however this appears to have changed since the signal was moved to Cumbria. This move has obviously caused problems as the Greenwich Observatory is now using the German signal. To correct this fault the Cumbria Clock Company will fit a GPS receiver. This will take approximately four weeks to produce and fit. Meanwhile the Solicitors will try to keep the clock on time.

Members noted that despite having the brass plaque mounted on the wall beneath the clock re-lacquered, this had once again become very tarnished. The cost of a synthetic plaque that has a finish similar to stainless steel or brass would be £69.50. It was **AGREED** this should be purchased subject to this being heat resistant to counter vandalism. Should this not be the case the Clerk would refer the matter back to the Committee for further consideration.

102.2 1st November - Min. 85.6 Condition of Gloucester Road Telephone Exchange

The Clerk reported on the update from Mr. McMann who had been faced with a change of contact at BT, who asked the same questions and wanted a site plan showing the area they were being asked to consider for alternative use. The plan had been completed, returned to BT and a reply was awaited.

102.3 1st November - Min. 89 Matters relating to the Railway Station

The Events Officer had met with the Station Manager recently and discussed various issues including use of the very large poster board, which it is understood is leased to Butlins but is not currently used by them. The Station Manager has agreed to contact Butlins to establish whether they wish to use this space or whether it might be free for other uses. The smaller of the boards in this location is going to be removed to allow for installation of two self service ticket machines. The old signage relating to the Railway Club had been removed and it was hoped the six globe lights on the forecourt would be changed from yellow to white lights. The new Station Manager agreed this would be beneficial to them as there had been problems with people drinking and sheltering in the booking area to get out of the weather. A Councillor advised that he understood an advertising agency was now dealing with the large board. It was suggested that the Station Manager should be approached to see if he could arrange to get the clock at the Railway Station working again.

102.4 1st November - Min. 86 - Beacon Basket and provision of false torch flame effect

Cllr. Brooks confirmed that he had prepared a short paragraph for inclusion in the newsletter as requested to seek the views of residents' on this proposal.

102.5 20th September - Min. 66 - Dog Fouling Stencil

Members were pleased to note that the dog fouling stencil was now being used in footpaths around the town. It was agreed that additional stencils should be painted in Church Path. These should be sited at the two new exit gates from Hotham Park leading on to Church Path, one opposite the Laurels and one midway between the Laurels and the lorry park. An extra stencil by the exit gate to the lorry park will also be included. Comment was made that the scheme should be reviewed over the coming months to see if it was making a difference.

103. OAK TABLE AND CHAIRS - UPDATE ON INSTALLATION DATE FOLLOWING CORRESPONDENCE FROM A.D.C. - MIN. 85.9 REFERS

The Clerk reported that A.D.C. had advised that they had expected to lose the funding they had secured to extend the Hotham Park play area through the Governments Playbuilder Grant due to cuts. Fortunately half the funding had now been made available and construction is due to begin late March/early April and take approximately 6 weeks to complete.

A copy of the proposed layout had been circulated. As the District Council's new play equipment is intended for older children and the oak leaf table and chairs is for toddlers it is proposed that the table and chairs should be located within the existing play area, with a new toddler climber. To do this an existing seat will need to be relocated and an aerial photograph showing the location had also been circulated.

Comment was made that the photograph was out of focus and provided no real indication of the proposed location for the table and chairs. Concerns were expressed that the siting may be too close to the path. As it was difficult to establish the exact location from the map, it was agreed to give delegated authority to the Town Clerk and Cllr. Passingham who agreed to visit the site to ensure the location was satisfactory. Approval could then be given to A.D.C. In the event of the location not being satisfactory, the matter would be referred back to the next meeting for further consideration.

Arrangements would be made for the table and chairs to be delivered so they could be included within the contract for installation. A.D.C. had requested if surplus funding was available from the Ward Allocation this could be put towards the cost of installation and surfacing. The Town Clerk reported that Ward Members had previously considered this and were unable to assist with this request as their 2009/2010 budget was overspent as a result of the projects supported.

104. UPLIGHTERS BOGNOR REGIS HIGH STREET – UPDATE AND FURTHER CONSIDERATION OF REPLACEMENT SUBJECT TO RESPONSE BEING RECEIVED FROM W.S.C.C. MIN. 87 REFERS

The report from the Town Clerk, copied to the Committee was noted. W.S.C.C. had advised that when the uplighters were installed as part of the High Street Improvement Scheme, the County Council devolved all responsibility to the Town Council. In the past there had been correspondence on this issue. The County Council was unable to help out in this instance.

Comment was made that the uplighters around the trees in the town centre were not effective and did not highlight the trees, and could therefore be removed. After some discussion,

Members AGREED that due to the present financial climate it was not essential to spend money on replacing the five uplighters at an estimated cost of between £2,100 and £2,275.

It was suggested that if W.S.C.C. would provide details of the original installer of the uplighters, maybe the Council could pursue this and something could be done. It was agreed that further enquiries should be made for discussion at the next meeting.

105. CONSIDERATION OF REQUEST FROM LOCAL BUSINESS REGARDING THE PROVISION OF GRIT BIN WITHIN THE TOWN FOLLOWING RECENT BAD WEATHER AND RESPONSE FROM W.S.C.C. HIGHWAYS

An approach had been made to the Town Council from a local business during the period of bad weather in December to enquire about the provision of grit bins in the town. It was noted there had been no requests from residents for bins. The Town Clerk had contacted the W.S.C.C. Highways Manager who confirmed that for the last 30 years or so these have not been needed. It was noted that the Town Council had received details from W.S.C.C. on the preparation of a Winter Maintenance Plan in July 2010. This document advocates that parishes should nominate some sites for delivery of hippo bags filled with grit/salt which the Highways Manager suggests would be the best option for Bognor Regis. The document had been referred to the B.R.T.C. Planning & Licensing Committee when this was received, as the Committee responsible for Emergency Planning. It was decided at this time to take no further action. The Town Clerk reported on the pros and cons of the grit bin or hippo bag options as identified in the Salt & Grit Bin survey undertaken by S.A.L.C. last December. A Councillor spoke against the provision of hippo bags, which are susceptible to theft. Following further discussion, it was AGREED to leave the matter in abeyance, while being vigilant about the weather and to review this again if needed.

The Town Clerk reported that Town Force had, during the bad weather, collected grit/salt from W.S.C.C. to treat the subways in the town.

106. CONSIDERATION OF PROPOSED TRIAL CONCESSION FOR SPIRITUAL READINGS, HEALING AND DREAM INTERPRETATIONS ON BOGNOR REGIS PROMENADE COMMENCING IN APRIL 2011 - INFORMATION COPIED TO COUNCILLORS

Details had been received from A.D.C. for a proposed Trial Concession for Market Place Ministries (Kings Gate Church, Bognor Regis) who have been working in the Bognor Regis Market for the last three years. They now wished to practice 'somewhere along the Promenade' offering the same service including spiritual readings, healing, dream interpretations and prayers. They would be using two collapsible chairs and a sign and aim to be on the Promenade one day a week for possibly two hours. The team of two from Kings Gate would be under the Church authority. Photographs showing how this operates in Totnes and Torquay had been sent to the Council.

Members expressed some concern about the implications of this activity taking place 'somewhere along the seafront' without the constraints of a defined area and privacy. It was suggested this might impinge on the enjoyment of the seafront for some people. Following further debate, the Committee **RESOLVED** to **OBJECT** to the application on the grounds the activity is not appropriate as it stands.

107. CONSIDERATION OF PROVIDING FEEDBACK ON PROPOSED CHANGES TO MET OFFICE NATIONAL SEVERE WEATHER WARNING SERVICE - REFERRED FROM 1ST NOVEMBER 2010 MEETING - COPIED TO COUNCILLORS

A.D.C. had forwarded information from the Met Office relating to changes in the National Severe Weather Warning Service. Copies of a power point presentation from the Met Office were also included. The Committee noted the documents.

108. CONSIDERATION OF WEST SUSSEX LOCAL FLOODING AND DRAINAGE ASSET SURVEY - REFERRED FROM 1ST NOVEMBER 2010 MEETING - COPIED TO COUNCILLORS

W.S.C.C. Highways Department Principal Engineer had written to the Town Council suggesting flooding had become a serious problem in recent years following an increase in extreme weather conditions, copied to Councillors. After the 2007 devastating floods a review and legislation had followed - the Floods Directive 2009 and the Flood and Water Management Act 2010.

The West Sussex Flood Risk Management Group formed in 2009 and is now working with W.S.C.C., the Environment Agency, Southern Water and District and Borough Councils. Local councils are being asked to share their knowledge to complete the understanding and the extent of the problems. Surveys and maps were enclosed with a request for cooperation. The location, date and duration plus the impact of any flooding are requested.

With the County as the new Lead Local Flood Authority details of local Drainage Assets are required for a register plus anything that may be deemed to have an effect on flooding. This can include wet and dry ponds, underground and over ground storage areas, artificial drainage channels, significant ditches, and culverts excluding gullies and manholes which should be recorded and mapped. Support for the surveys and providing the information will help plan for the future where extreme weather conditions are more common. Members were encouraged to respond with their information.

It was **AGREED** that Members should respond personally with their own information and experience of local flooding points. Responses to be submitted to W.S.C.C. Southern Area Office by 28th February 2011.

109. WARD ALLOCATIONS ENVIRONMENTAL PROJECTS BUDGET - CONSIDERATION OF USE OF BALANCE OF 2010-2011 BUDGET ALLOCATION

Orchard Ward, Hotham Ward, Pevensy Ward and Marine Ward including consideration of removal/relocation of public seat from Victoria Drive outside the Quaker Meeting House - Cllr. Brooks to report

109.1 The breakdown showing the remaining earmarked funds from 2009/2010 and the 2010/2011 allocation for each Ward previously circulated to Councillors was noted.

109.2 Marine Ward

Cllr. Brooks reported that the seat in Victoria Drive outside the Quaker Meeting House had become a magnet for anti social behaviour. The local police had not been successful in sorting out the problem and it was felt this 'old' seat should be removed. Cllr. Brooks advised that W.S.C.C. had no problem with the removal of the seat and due to the concrete

structure it was thought this could not be used elsewhere. Estimated costs for Town Force to remove the seat would be under £100. It was noted that some funds still remained in the earmarked allocation for Marine Ward. This had been set aside for the anti-cycling on the pavement campaign, which had been successful locally but did not go national as had been hoped. It was therefore proposed to fund removal of the bench from these funds. The Committee **RESOLVED** to support this proposal subject to the agreement of the other Marine Ward Councillors.

Cllr. Brooks advised that the remainder of the earmarked funds and some of the 2010/2011 allocation should be used to purchase a new replacement seat with the BRTC logo to be installed in the area of the West End shops. The Clerk advised that the cost of this new seat would be in the region of £900 although a quote would need to be obtained. A licence would also need to be obtained from W.S.C.C. and there would be a cost for installation of the new seat. The Committee **RESOLVED** to support this proposal subject to the agreement of the other Marine Ward Councillors. The Town Clerk requested that Marine Ward Members should signify their approval of these two proposals as soon as possible.

Members were reminded that the Ward Allocation funding could not be carried over to the next financial year and if projects are not identified to benefit the Ward, and the allocations are unspent, the funds would be lost. Members were therefore requested to bring their proposals to the next meeting for consideration, as this is the last opportunity before the end of the financial year.

110. PUBLIC CONVENIENCES WORKING PARTY - CONSIDERATION OF THE RECOMMENDATIONS IN THE NOTES OF THE MEETING HELD ON 10th NOVEMBER 2010

110.1 The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Notes of the meeting held on 10th November 2010 previously circulated - **Appended to file copy of Minutes.**

110.2 The Clerk advised that the next meeting would be held on Wednesday 9th February 2011 at 6.15pm in the Council Chamber.

(NOTE: The meeting scheduled for 9th February was subsequently postponed a new date has yet to be arranged)

111. IN BLOOM WORKING PARTY - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETINGS HELD ON 11th NOVEMBER 2010 AND 13th JANUARY 2011

111.1 The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Notes of the meetings held on 11th November 2010 and 13th January 2011 previously circulated - **Appended to file copy of Minutes.**

111.2 Comment was made that the current locations of the three tier planters outside New Look and the Vodafone premises do not fit in with the street scene and needed more thought. It was agreed Town Force would reconsider these positions. Cllr. Passingham confirmed that he would also give some thought to alternative locations and would liaise with the Town Clerk on this matter.

112. CHRISTMAS ILLUMINATIONS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 2nd NOVEMBER 2010

- 112.1** The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on 2nd November 2010.
- 112.2** It was noted that a wash-up meeting would be held once agreement could be reached on a convenient date with all Members and the Electrical Contractor.
- 112.3** Cllr. Passingham referred to a couple of the cross street electrical connection cables not being tied up and agreed to advise the Clerk of the position of these cables so that this may be rectified.
- 112.4** In answer to a query, the Town Clerk confirmed that the Town Council had been let down by the Christmas lighting manufacturer resulting in an alternative lighting scheme to the one originally chosen being used for this Christmas. It is proposed the new lighting scheme will now be in place for next Christmas.
- 112.5** It was reported that the illuminations in Little High Street were still switched on, the Clerk confirmed that contact would be made with the businesses in this area to request that they be turned off.
- 112.6** It was noted that the lights in the trees at the Station are also still lit and this had already been reported to the Electrical Contractor.

113. ALLOTMENTS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 23rd NOVEMBER 2010

The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on 23rd November 2010

114. REPORTS:

114.1 Financial Reports

The Committee noted the financial reports, which had been previously circulated.

114.2 Any Other Reports

There were no other Reports.

115. CORRESPONDENCE

The Committee noted receipt of the correspondence as detailed previously circulated - **Appended to file copy of Minutes.**

The Meeting closed at 8.52pm

GENERAL CORRESPONDENCE FOR ENVIRONMENT AND LEISURE
COMMITTEE MEETING 31st JANUARY 2011

1. Meteorological Report for October 2010 - previously copied to Councillors
2. Email from A.D.C. Emergency Planning Officer with details of changes to Environment Agency Flood Warning Codes and Icons - copied to Councillors
3. Emails from the Environment Agency in November to advise of Flood Warning for Bersted on the Aldingbourne Rife
4. West Sussex County Council - copy of Approved Traders Directory 2011
5. Email from Councillor in connection with the A.D.C. Dog and Litter Bin Survey - previously circulated to Councillors
6. A.D.C. - letter from Cleansing Operations Manager in connection with the asset management review undertaken of all dog and litter bins in the District - copied to Councillors. A list showing all the bins that are to be replaced in Bognor Regis before 31st March 2011 was also enclosed
7. Email from Councillor to Members advising that he had entered Bognor Regis High Street into Sainsbury's Perfect Christmas Competition and seeking their support for this by visiting their web site
8. Sussex Police - Arun District November Update
9. West Sussex Fire & Rescue Service - email from the County Fire Officer advising on the outcome of the consultation on the proposals for 2011/2012 - copied to Councillors
10. W.S.C.C. - News Release 'Drug and drink team drives home safety message'
11. W.S.C.C. - email with details of the revised mobile library provision - copied to Councillors
12. Southern Stakeholder Brief for November 2010
13. Email from a resident concerning the length of time the scaffolding has been up outside Burton's store. Following liaison with County Highways a response has been submitted to the resident
14. Greening Campaign - various emails with invitations to events
15. National Piers Society - Subscription renewal for 2011 at a cost of £25.00. Members confirmed their agreement for this subscription to be paid. It was suggested that the Clerk enquire about the availability of lifetime membership for next year
16. A.D.C. - email with details of proposed landscape refurbishment works to The Mounds at the south side of Mountbatten Court. Also enclosed copy of consultation letter and related information for submission to residents of Mountbatten Court - previously circulated to Councillors
17. Meteorological Reports for November and December 2010 - previously copied to Councillors
18. National Piers Society - Piers Journal Issue No. 98, Winter 2010
19. Emails from local resident regarding dangerous parking issues around the town - acknowledged and forwarded to A.D.C. Services Manager for investigation and response.

20. Railwatch Magazine Issue No 126, December 2010 - copy for each Councillor previously circulated. Also received a copy of Railse quarterly Branch Newsletter Issue No. 110, December 2010
21. Email from A.D.C. regarding closure of Bedford Street toilets on 15th December. Closure was necessary due to a major blockage.
22. Southern Stakeholder Brief for December 2010
23. W.S.C.C. - email Winter Service Statement (20th December) advising that a review of the salt stocks was being undertaken along with likely usage over the next few months. Requests for replacement bulk bags are being considered and the W.S.C.C. Officer requested encouragement of responsible usage as it is not an unlimited resource.
24. A.D.C. - letter enclosing some posters to advertise the Green Doctor project. This is a free service which has been set up to help people reduce the cost of their fuel bills, thereby also reducing their CO₂ emissions
25. West Sussex LINK - email advising that the eligibility for social care is set to change and urging participation in the consultation process
26. Greening Campaign - Press Release advising that Petersfield's successful environmental drive has been praised in Parliament
27. Email enquiry regarding coin operated rides at the Pier during the 1990's.
28. Southern Stakeholder Brief for January 2011
29. W.S.C.C. - Email from the Trees and Woodlands Officer advising of an approach made to her by a Bognor Regis resident who is interested in becoming a tree warden. The resident has been referred to the Town Council as the responsibility for appointment is down to this authority. If an approach is received it will be referred to this Committee for consideration.
30. Met Office - email with copy of the Voluntary Observers Newsletter, January 2011 including details of the OPAL Climate Survey being undertaken to record contrails from aircraft
31. Sussex Police - Email from Jane Derrick the new District Commander for Arun who has taken over from Jim Bartlett