



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE MEETING OF THE ENVIRONMENT & LEISURE COMMITTEE

HELD ON MONDAY 20TH JULY 2015

PRESENT:

Cllrs. T. Gardiner (Chairman), J. Brooks, P. Dillon (from Min. 24), Mrs. J. Warr and P. Woodall

IN ATTENDANCE:

Mrs. S. Green (Project and Street Scene Support Officer)
Mrs. S. Holmes (Note-taker)

The Meeting opened at 6.32 p.m.

20. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies had been received from Cllrs. D. Barnes, who was on holiday and W. Toovey, who was unable to attend as he was working. Apologies were also received from Mrs. L. Gill, Committee Clerk, who was unwell.

21. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of Disclosable Pecuniary and/or Ordinary 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 an Ordinary Interest and the nature of the interest
- c) Whether it is also a Disclosable Pecuniary Interest

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. They should request that it be recorded in the Minutes that they will leave the meeting and will neither take part in discussion, nor vote on the item.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Disclosable Pecuniary and Ordinary. These forms should 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. Members were reminded that it is their responsibility to notify the Monitoring Officer of all Disclosable Pecuniary Interests, not already recorded on their Register of Interests Form, within 28 days.

No declarations of interest were made at this point in the Meeting.

22. TO APPROVE THE MINUTES OF THE MEETING HELD ON 26TH MAY 2015

The Minutes of the Meeting held on the 26th May 2015 were **APPROVED** by the Committee as a correct record and were signed by the Chairman.

23. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no members of the public in attendance. However, a question had been passed to a Councillor prior to the meeting, asking whether or not the Town Council would support the building of a solar farm on a greenfield site. This was **NOTED**.

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

24.1 26th May – Min. 6: Traders Group. At the last meeting it was agreed to investigate the issue of a storage area for the Community Gardeners. Arun District Council officers have now confirmed that storage has been offered to the Community Gardeners at the back of Bedford Street, in the yard at Hotham Park and also in Waterloo Gardens.

24.2 26th May – Min. 8.4: Terms of Reference – affordable housing provision. It was confirmed that a letter had been sent to the National Association of Local Councils to ask how other parish and town councils dealt with the issue of affordable housing provision but no response has yet been received.

24.3 26th May – Min. 11: Licence for old gas lamp and post outside of the Museum. The licence for the gas lamp has now been granted and the Museum will advise the Town Council when it has been installed.

24.4 26th May – Min. 12: Competition to win £10,000 of Christmas Lights. The entry to this competition has been submitted and a copy is available if Members wished to see the details.

24.5 26th May – Min. 13: Dog and litter bins. A request had been made to Arun District Council for details of all of the dog and litter bins in Bognor Regis. A list has now been provided and is available if Members would like a copy. Details of collection days has also been provided.

It was suggested that Ward Members could go out and check that the bins are, in fact, where they are supposed to be and a photocopy of the list will be sent to Committee members to aid this investigation.

25. WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET INCLUDING CONSIDERATION OF 2015/2016 BUDGET

Members were reminded that the Ward Allocation has been calculated at £125 per Member, due to the changes in Ward sizes. Therefore Wards with 1 Member will have £125, those with 3 Members will have £375 and those with 4 will have £500 to spend. Forms are available from the office and these must be completed and signed by all Ward Members before being brought back to this Committee for consideration.

26. BOGNOR IN BLOOM WORKING PARTY – CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS OF THE MEETING HELD ON 9TH JUNE 2015

The Committee **RESOLVED** to **ACCEPT** the Resolutions, Recommendations and Reports in the Notes of the meeting held on 9th June 2015.

26.1 Members **RESOLVED** to **APPROVE** the costs of £50.00 for gift vouchers from the competition expenses budget.

26.2 Members expressed concern that the Guides Competition banners could not be installed due to the on-going problems with the lamp post banner fittings. It is understood that Arun are seeking to rectify the problems.

Cllr. Brooks declared a Disclosable Pecuniary Interest as his company may be quoting for the work on the banner fittings.

27. ALLOTMENTS SUB-COMMITTEE – CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 2ND JUNE 2015

The Committee **RESOLVED** to **ACCEPT** the Resolutions, Recommendations and Reports in the Minutes of the meeting held on 2nd June 2015.

A Member queried the amount of rents charged for plots and whether the rents were high enough. The Project & Street Scene Support Officer explained that it had been decided to retain the existing system of charging for a small, medium and large plot and that as plots were coming up for rent they were being re-costed, to try and reduce the discrepancy between the two sites.

28. CONSIDERATION OF FUTURE USE OF LONDON ROAD INFORMATION PANELS - POLICY & RESOURCES. MIN. 171 REFERS

The report from the Project & Street Scene Officer gave the background to the decision made by the Policy & Resources Committee in April 2014. The information boards are due to be removed as part of the Public Realm work in 2016. Due to the way they are constructed it is not possible to alter the information on the panels, and it had been decided that when they were removed the Town Council would dispose of them. They had been offered to the theatre for their use but they have since declined the offer.

A Member suggested that they could be offered to the traders in Aldwick Road, who may be able to digitise them. However they would have to bear the costs of installation and any changes. It was suggested that the traders be approached to find out if they would be interested in taking over the Boards.

It was **RESOLVED** to **RECOMMEND** to the Policy and Resources Committee that when the Information Boards were removed they should be put into storage, pending negotiations with the Aldwick Road traders.

29. REPORT ON MEADOW BLUE COMMUNITY ENERGY SOLAR FARM

The report on the Blue Meadow Community Energy solar farm was **NOTED**. A Member asked if investigation could be made as to whether or not the area identified was a greenfield site.

30. UPDATE ON NEW ADC/BRTC PUBLIC CONVENIENCES WORKING GROUP

Members **NOTED** the report from the Project & Street Scene Support Officer. Concern was expressed that the District Council did not feel that a meeting to discuss the issue of the public toilets was necessary. Members understood that Arun were currently looking as the issue of toilet provision across the district but felt that as the Town Council contributed to the cost of the toilets in Bognor Regis then they should have an input into the debate.

It was **AGREED** that a letter should be sent to Arun District Council inviting the Cabinet Member responsible for toilet provision, and also the Assistant Director for Environmental Services, to the next Environment and Leisure Committee meeting.

31. UPDATE ON ISSUES RELATING TO FLOODING

The Town Council had previously been in touch with West Sussex County Council, the Environment Agency, and Southern Water, asking to be kept informed of work relating to flooding issues in the area. A report giving an update on the current status of the Aldingbourne Rife Integrated Flood Risk Management Project had been circulated and this was **NOTED**.

32. CONSIDERATION OF CONTINUANCE OF SPONSORSHIP ADVERTISING BOARD AT BOGNOR REGIS FOOTBALL CLUB

Members **NOTED** the report and were also shown photographs, taken by a Member, of the existing advertising board paid for by the Council and also of other potential sites around the football ground.

Cllr. Brooks declared an Ordinary Interest as his company provide services to the Football Club.

Following discussion Members **RESOLVED** to continue its support of the Football Club by sponsoring the advertising board at a cost of £200 sponsorship and £200 to replace the board. However, this should be subject to negotiations with the Football Club to identify a new site, or possibly two, near to the main entrance.

It was also **AGREED** that the content of the board should be agreed with the Events, Promotion and Publicity Committee who are currently considering a new promotions strategy for the Council.

33. TOWN CENTRE ISSUES INCLUDING PUBLIC REALM WORKS, BOGNOR REGIS TRADERS ASSOCIATION AND THE OLD QUARTER WORKING GROUP

The report from the Head of Street Scene & Leisure Services was **NOTED**.

33.1 Members expressed concern at the loss of the Cloudhopper Gallery and asked whether it was possible for another art group to take over the premises. However, by the time the decision to close the Gallery had been made public, the premises had already been placed on the market, as the District Council have a duty to rate payers to bring in an income from the premises. Members felt that the opportunity should have been given to other groups to take over the space.

33.2 A Member commented on the issue of the Community toilet scheme. Businesses need to think in a more friendly-service way. The schemes do work in other places.

34. CONSIDERATION OF WSCC (PUBLIC HEALTH) WELLBEING PUBLIC AND STAKEHOLDERS SURVEY 2015

The details of the Survey were **NOTED**.

35. UPDATE ON JETSKI RAMP INCLUDING RECENT CLEARANCE OPERATION

Members **NOTED** the report and **RATIFIED** the expenditure of £200 cost to clear the ramp of shingle. It was noted that the groyne was no longer high enough to hold back the shingle.

There was discussion on the issues affecting Pagham and the knock on effect along the coast. It was also noted that there had been adverse weather conditions, with more stones on the promenade than was usual. Stones will always be a problem. Would it not be possible to use the Community Payback service to assist with clearance? This could be suggested to Arun. It was **AGREED** that a letter should be sent to the sea defence engineer, requesting the raising of the groyne to protect the ramp.

36. UPDATE ON CHRISTMAS ILLUMINATIONS INCLUDING CONSIDERATION OF QUOTATIONS SUBMITTED FOR A NEW 3 YEAR CONTRACT FOR INSTALLATION AND MAINTENANCE OF LIGHTS AND EQUIPMENT, IF AVAILABLE

The Project & Street Scene Support Officer gave a verbal report.

36.1 As had been reported at the previous meeting, quotes were being sought from electrical contractors for a new three year contract. This was proving quite complicated, as the original specification had been drawn up about five years ago and some of the work that had been done since that time was done on an ad hoc or free of charge basis by the current contractor.

36.2 The Committee were shown photographs of the reconditioned wreaths that are being offered by the electrical contractor for Aldwick Road, at a cost of £300 per unit. These have not yet been seen by the businesses in the area. A question was asked about the bow that had been in the original photographs and it was reported these had been removed due to their poor condition. They can be replaced but the contractor will not do this until an agreement about purchasing the units has been reached.

36.3 Funding needs to be identified for the wreaths and it is hoped that the Aldwick Road businesses can assist. It was also suggested that Aldwick Parish Council could be approached, to ask if they would contribute. Following discussion it was suggested that the Town Council could match the contribution from the traders if they could pay half of the costs. However, a budget would have to be identified for this.

36.4 It was **NOTED** that cheaper options than the wreaths were available and it was **AGREED** that these should be investigated.

36.5 It was also **NOTED** that agreement would be required from SSE to allow the wreaths to be installed on the lamp posts, due to their size, and the Project & Street Scene Support Officer was asked to undertake this investigation.

37. REPORTS:

37.1 TO NOTE FINANCIAL REPORTS, PREVIOUSLY CIRCULATED

The Committee **NOTED** the Financial Reports which had been previously circulated.

37.2 ANY OTHER REPORTS

There were no other reports.

38. CORRESPONDENCE

The Committee **NOTED** receipt of the correspondence list, previously circulated.

The Meeting closed at 8.25 p.m.