



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,
Bognor Regis, West Sussex, PO21 1LD
Telephone: 01243 867744
E-mail: bognortc@bognorregis.gov.uk

MINUTES OF THE MEETING OF THE ENVIRONMENT & LEISURE COMMITTEE

HELD ON MONDAY 18th JANUARY 2016

PRESENT: Cllrs. T. Gardiner (Chairman), D. Barnes, J. Brooks, P. Dillon (until Min.88), S. Goodheart and D. Maconachie

IN ATTENDANCE: Mrs. S. Green (Project and Street Scene Support Officer)
3 Members of the public

The Meeting opened at 6.30 p.m.

82. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies had been received from Cllrs. Mrs. J. Warr who is on annual leave and P. Woodall who had work commitments. No Apologies had been received from Cllr. W. Toovey.

83. 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.

Cllrs. D. Barnes and J. Brooks declared an ordinary interest in item 9.

84. TO APPROVE THE MINUTES OF THE MEETING HELD ON 16th NOVEMBER 2015

The Minutes of the Meeting held on the 16th November 2015 were **APPROVED** by the Committee as a correct record and were signed by the Chairman.

85. ADJOURNMENT FOR PUBLIC QUESTION TIME

The Chairman adjourned the meeting at 6.33pm to allow for public question time.

A member of the public spoke briefly about a proposal to re-open the 39 Club in Glamis Street. The club, which will be run by volunteers, will be for young people to drop-in and take advantage of various facilities such as pool, table tennis, computer corner and café.

The meeting reconvened at 6.42pm

The Committee **RESOLVED** to alter the order of business and take Agenda item 16 at this point as it was relevant to the topic raised in Public Question Time.

86. WEST SUSSEX COUNTY COUNCIL YOUTH SERVICE, OUR SPACE PROGRAMME – CHAIRMAN TO REPORT

The Committee Chairman is concerned that there is a lack of facilities for young people in Bognor Regis and is keen to find out more about what is available from West Sussex County Council. He has spoken with the Cabinet Member for Children – Start of Life, who has offered to send a representative from his office to attend the next Environment & Leisure meeting, should the Committee agree. It was noted that any youth provision or support by the Town Council would need to form part of the Corporate Strategy, which will be reviewed on the 20th January. The Committee **AGREED** that, subject to the youth provision or support forming part of the Corporate Strategy, a County Council representative be invited to the March Environment & Leisure Meeting. Officers would make the necessary arrangements.

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

87.1 16th November – Min. 74: Consideration of budget proposals for 2016/17 including allocations for: In Bloom Working Party and the Allotments Sub-Committee.

There are currently only four Councillors who sit on the In Bloom Working Party and due to other commitments meetings have frequently been non-quorate. This has on occasions delayed the process for budget recommendations and ratifying of costs. Members were asked to consider whether they would support allowing more Councillors to be invited to join the Working Party and to ratify any appointment at the next Environment & Leisure Meeting on the 21st March.

Members **AGREED** this action and **NOTED** that any appointments will be ratified at the next meeting.

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

The Project & Street Scene Support Officer reminded Members of the current position regarding ward allocation funds:

Marine & Marine North Wards have jointly donated their allowance of £500.00 to the Aldwick Road Traders Association.

Hotham Ward has donated £250 of their allowance to Stonepillow and the money was used to help provide food for the homeless over the Christmas Period. A letter of thanks had been received from Stonepillow thanking the Town Council for the generous contribution. There is £250.00 of funds remaining.

Orchard Ward has yet to spend any of their £500.00 allowance. They also have an additional £500.00 as Cllr. Cosgrove has donated his Council allowance to the fund.

Pevensey and Hatherleigh Wards have agreed to pool their allowance, giving a total of £500.00, but are yet to decide on a project.

Members were reminded that there is only one more Environment & Leisure meeting left before the end of the financial year. Unless a specific project was identified with the agreement of all ward councillors, funds cannot be earmarked and would return to Reserves.

Members **RESOLVED** to **RATIFY** the payment of £250.00 to Stonepillow and £500.00 to the Aldwick Road Business Association.

Cllr. Dillion left the meeting at this point.

89. TO NOTE BUDGETS FOR 2016/17 AGREED AT THE TOWN COUNCIL MEETING OF THE 11th JANUARY INCLUDING ALLOCATIONS FOR: CHRISTMAS ILLUMINATIONS; IN BLOOM WORKING PARTY AND THE ALLOTMENTS SUB-COMMITTEE

The Committee **NOTED** the 2016/17 Budgets agreed at the Town Council Meeting of the 11th January 2016.

90. CHRISTMAS ILLUMINATIONS REPORT FOR 2015

The report from the Project & Street Scene Support Officer was **NOTED**.

A Member raised some concerns regarding this year's maintenance of the lights and will attend the meeting with the contractor, currently being arranged, to discuss the issues.

91. UPDATE ON SPONSORSHIP ADVERTISING BOARD AT BOGNOR REGIS FOOTBALL CLUB AND TO RATIFY PAYMENT OF £60.00 PLUS VAT TO TOP LEVEL DESIGN

Members were advised that a design had been chosen by the Events Promotions and Publicity Committee and had been sent to the Football Club for production.

Members **RESOLVED** to **RATIFY** the payment of £60.00 +VAT to Top Level Design for the design artwork.

92. TOWN CENTRE ISSUES INCLUDING PUBLIC REALM WORKS, BOGNOR REGIS TRADERS ASSOCIATION AND THE OLD QUARTER WORKING GROUP; INCLUDING CONSIDERATION OF PROPOSAL TO WRITE A LETTER TO ARUN DISTRICT COUNCIL REQUESTING COUNCILLOR REPRESENTATION AT PUBLIC REALM MEETINGS

The report from the Project & Street Scene Support Officer was **NOTED**.

92.1 A Member asked if anything could be done about the lack of street lighting in Station Road as it is very dark in some areas. It was thought that the area in question did not form part of the Public Realm but a map of the lighting included within the works would be requested from ADC. Street lighting was the responsibility of WSCC and dealt with through the Planning & Licensing Committee.

92.2 The Committee discussed the proposal to write to ADC requesting Councillor Representation at Public Realm Meetings. A previous request for inclusion had been rejected and currently these meeting are attended by ADC Officers, BRTC Officers and contractors only. A Member asked if there was any information regarding what had happened to the Public Realm Working Group which Councillors did attend and to his knowledge had not been wound up. Members thought it very important to be included in discussions and asked that a letter be sent to Arun District Council requesting that Councillors be invited to attend future Public Realm Meetings and to ask for information regarding the Public Realm Working Group.

93. CONSIDERATION OF THE RENEWAL OF ANNUAL SUBSCRIPTION NATIONAL PIERS SOCIETY – £30.00 PER ANNUM

Members **RESOLVED** to renew this subscription.

94. UPDATE ON JETSKI RAMP FOR 2016 SEASON

At the Town Council Meeting on the 11th January 2016 it was agreed that Bognor Regis Town Council would not contribute to the cost of the ski ramp for the 2016 season.

The Committee **NOTED** this decision.

95. TO CONSIDER NOMINATIONS FOR THE MAYORS GOOD CITIZEN AWARD

The Committee considered the nomination by the Town Mayor for this year's award and unanimously **AGREED** to support this. Details of the recipient would not be released until the award is made.

96. TO CONSIDER THE CONDITION OF THE PLAQUE BY THE OLBY CLOCK, AS REQUESTED BY THE HERITAGE PARTNERSHIP MEETING ON THE 27TH OCTOBER 2015

The Committee were asked to consider 2 options from the report previously circulated. Option 1 was to repair the existing plaque and option 2 was to install a new plaque in the style of the one at the Picturedrome.

The Committee **RESOLVED** to proceed with option 2, to commission a new plaque at a cost of £410.00 + VAT inc. carriage to be funded from the balance of the clocks budget and other suitable overspends identified following liaison with the accountant.

97. CONSIDERATION OF FLOODING ISSUES, POSSIBLE IMPLICATIONS FOR THE TOWN AND CONTINGENCY ARRANGEMENTS

Members wanted to know what the procedure is for alerting the Town Council should flooding occur and what contingency arrangements could be put in place. A Member asked if it would be possible to have a supply of bollards to use for road closures if necessary. The Project & Street Scene Support Officer reported that there are some bollards kept at the Town Force lock-up but the Town Council would not have the authority to close any roads. However, Town Force would of course assist the principle authorities in any emergency. Flooding issues were discussed and the Committee **AGREED** that the Resilience Officer from Arun District Council should be invited to attend a future Environment & Leisure Committee to advise the reporting procedure and contingency arrangements for the Town.

98. REPORTS:

- I. TO NOTE FINANCIAL REPORTS, PREVIOUSLY CIRCULATED**
- II. ANY FURTHER REPORTS**

The Committee **NOTED** the Financial Reports which had been previously circulated. There were no further reports.

99. CORRESPONDENCE

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

The Meeting closed at 8.15 p.m.