



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Glenna Frost, The Town Hall, Clarence Road
Bognor Regis, West Sussex PO21 1LD
Telephone: 01243 867744 Fax: 01243 865744
E-mail - bognortc@bognorregis.gov.uk

MINUTES OF THE ENVIRONMENT & LEISURE COMMITTEE MEETING

HELD ON MONDAY 25TH JULY 2011

PRESENT: Cllr. T. Gardiner (Chairman), Cllrs: E. Anderson, J. Brooks, Mrs. S. Daniells, Ms. K. Davis (from Minute 25), J. Lawrence and Mrs. J. Warr

IN ATTENDANCE: Mrs. S. Holmes. (Head of Street Scene and Leisure Services)
Mrs. L. Gill. (Clerical Assistant)

The Meeting opened at 6.30pm

20. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. No apologies had been received.

21. 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 Deputy Town 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.

22. TO APPROVE THE MINUTES OF THE MEETING HELD ON 31ST MAY 2011

The Minutes of the Meeting held on Tuesday 31st May 2011, were agreed as an accurate record and were signed by the presiding Chairman.

23. ADJOURNMENT FOR PUBLIC QUESTION TIME

No public were present. No written questions received.

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

24.1 31st May - Min. 6.6 Oak Leaf table and chairs

The Head of Street Scene and Leisure Services reported that an email from Arun District Council had been received to confirm that the table and chairs had been installed and were being used.

25. COMMEMORATIVE CLOCK UPDATE – MIN. 11 REFERS

The Head of Street Scene and Leisure Services outlined the position with regard to the quotes obtained for the new clock. It appears that the seaward side of the turret is unable to take a 5ft clock face and 3 options for a 4ft clock have been put forward.

Members acknowledged that the offer from Mr. K. Scutt to partially fund the installation of the clock was a generous offer and would be a lasting legacy for him. Mr. Scutt's preference was for a clock to match the one existing and therefore Option 1 was his preferred option. After a discussion Councillors AGREED to pursue Option 1: To supply and install a 4ft skeleton dial with back lighting (the same as the existing clock but smaller). Further investigation into the cost of such a clock will be instigated.

26. QUALITY COAST AWARD, DEFERRED FROM MEETING ON 31ST MAY 2011

Members NOTED the Head of Street Scene and Leisure Services report on the issues relating to the awarding of the Blue Flag and Quality Coast Awards. There was a discussion about the merits of pursuing discussion with Southern Water, the Environment Agency and Arun District Council to address the surface water situation and it was AGREED that a letter should be sent to Southern Water requesting an update on progress so far regarding resolving this issue. Councillors expressed concern that should the Quality Coast Award be the only award Bognor Regis would be eligible for in the future, what impact this would have on the town.

27. CONSIDERATION OF ANY PROPOSALS FOR USE OF 2011/12 WARD ALLOCATION BUDGET FOR ORCHARD, HOTHAM, MARINE OR PEVENSEY WARDS – MIN. 9.2 REFERS

27.1 Update on 2010/2011 allocations

The Pevensey Ward Councillors from the previous administration had agreed in the last financial year that some repair works should be undertaken to two benches in Lewes Close from their Ward allocation budget. Despite some repairs being undertaken it has become evident that one of the benches now needs to be replaced. Costs have been obtained for a replacement bench at a cost of £345.00 excluding VAT plus Town Force time to fit the bench.

Cllr. Dillon has confirmed to the Town Clerk that Pevensey Ward Councillors have agreed that this replacement bench and fitting should be funded from the balance of their 2010/2011 Ward Allocation Earmarked Reserve. This will be subject to liaison with WSCC/ADC to clarify ownership of the existing bench and seek approval for its replacement. Members APPROVED the release of money for the replacement bench.

The Head of Street Scene and Leisure Services reminded Members that they should discuss with their Ward Councillors how they would like to spend the Ward allocation for 2011/12.

28. CHRISTMAS ILLUMINATIONS INCLUDING: UPDATE ON POSSIBLE TREE SPONSORSHIP – CHRISTMAS ILLUMINATIONS SUB-COMMITTEE MIN. 65 REFERS

The report regarding the background to the possible provision of a sponsored tree and a recent email from Elveden indicating that nothing further is likely to happen until 2012 was NOTED.

A Member inquired if the Council could put some lights between the trees outside the station if there was not going to be a tree this year. The Head of Street Scene and Leisure Services will investigate this possibility and the cost implications and report to the next Environment and Leisure Committee.

29. CONSIDERATION OF WAYS IMPROVEMENTS COULD BE MADE TO THE PLACE ST MAUR AND REGIS CENTRE SITE, WORKING WITH OTHER AGENCIES/GROUPS – REFERRED FROM TOWN COUNCIL MEETING ON 11TH JULY 2011

The report regarding the proposal to set up a Task and Finish Group was NOTED. Members AGREED to set up the Task and Finish Group and invite representatives from the following groups: The Market Traders, Mountbatten Court Residents Association, the Manager of the Regis Centre, a representative of Whitbreads, Arun District Council, the shops bordering the Place St Maur including the café, gift shop and the Arcade. Councillors E. Anderson, Mrs. J. Warr and Ms. K. Davis indicated that they would like to be part of this Task and Finish Group. All Councillors to be asked if they wish to join the Group.

The Committee APPROVED the draft Terms of Reference for the Task and Finish Group as set out below:

“To investigate ways in which the area around the Place St. Maur and Regis Centre can be improved in appearance and attractiveness.

To identify possible agencies to assist with any agreed proposals.

To identify any possible funding avenues to assist with any agreed programmes of work”

30. REQUEST FROM BOGNOR REGIS LOCAL HISTORY SOCIETY AND MUSEUM FOR RELEASE OF ANNUAL FUNDING TO ASSIST WITH RUNNING EXPENSES AT THE MUSEUM FOR THE 2011 SEASON

The letter from Bognor Regis Local History Society & Museum was NOTED. The Committee AGREED to release the funding agreed in the budget and it was hoped that some publicity for the Museum and the Town Council would come from this, perhaps in a presentation with a press release and photograph.

31. CONSIDERATION OF PROPOSAL TO OFFER ON PERMANENT LOAN TO BOGNOR REGIS MUSEUM, A PIECE OF OBSOLETE WEATHER READING EQUIPMENT – TEMPORAL RAIN GAUGE

The Committee NOTED the content of the report on the temporal rain gauge and AGREED to offer it to the Museum on permanent loan together with other items, or facsimiles of documents, to create a display.

32. ALLOTMENTS SUB-COMMITTEE – CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 14TH JUNE 2011

The Committee RESOLVED to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on 14th June 2011.

33. IN BLOOM WORKING PARTY – CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 16TH JUNE 2011 (IF AVAILABLE)

No report was available. This item will be deferred to the next meeting.

34. REPORTS:

34.1 Financial Reports

The Committee noted the Financial Reports which had been previously circulated

34.2 Any Other Reports

- a) Some Members had been to the recent Sime Darby event at the old LEC site and had spoken to Sime Darby regarding possible sponsorship. However, Sime Darby representatives indicated that they had now handed over to Sainsbury's and perhaps the Council could speak to them on this issue. The Committee felt this could be worth pursuing with regard to sponsorship for a Christmas Tree.
- b) A Councillor had attended a meeting with the Greener Bognor Network and reported that a piece of land near Felpham School had been offered for a Community Orchard and Foraging Centre. The Network are looking for volunteers and are meeting at the site on Saturday at 10.00am if any other Councillors were interested in volunteering.
- c) The Town Mayor reported that he would be meeting with the owner of the Pier and a representative of the Chamber of Commerce to discuss the future of the Pier and the possibility of applying for Lottery funding. Councillors were invited to attend in support of this.
- d) A Member had been approached by Mr. Mike Jupp who would like to give a presentation to Bognor Regis Town Council on a project called "Frontliner", which is a seafront cable car transportation system. He would like to apply for lottery funding to install on the Seafront at Bognor Regis and is seeking the support of the Town Council to further this project.
- e) A Member reported that the organizers of the Birdman competition were now hoping to run the fun element of the competition on 1st October. The companies who were contracted to support the competition which was cancelled due to bad weather in July have agreed to provide their services free of charge, including the scaffolding company.

The Head of Street Scene and Leisure Services suggested the Birdman Committee should make an announcement regarding the date as there were various rumours about it being held in August.

35. CORRESPONDENCE

35.1 The Committee NOTED receipt of the correspondence as detailed on the list previously circulated including the additional items. APPENDED to file copy of the Minutes

35.2 The Head of Street Scene and Leisure Services drew the Committees attention to the following items of correspondence:

- a) ADC Letter with attached information from BT on their Adopt a Kiosk programme as one of the kiosks is in Bognor Regis in Longford Road (copied to Councillors) There was a discussion about whether the Council should consider adopting the kiosk and Members asked for clarification on whether the kiosk could be used for advertising purposes. The Head of Street Scene and Leisure Services will investigate this and report back at the next meeting.
- b) Milton Lodge – Copy of letter to Club Chairman and copies of incident reports regarding cricket balls hitting the building and the players and clubs response to their complaint (copied to Councillors). It was suggested that Members may wish to take this issue up with the Ward Councillors.
- c) Letter from a resident to ADC Chief Executive copied to Bognor Regis Mayor expressing concern at the state of the children's play area at the Rock Gardens. (copied to Councillors) A Councillor asked for clarification on whether this is Bognor Regis Town Council's responsibility. The Head

of Street Scene and Leisure Services advised that this was a copy of a letter to Arun District Council sent to Bognor Regis Town Council as a courtesy and not for action.

The Meeting closed at 7.29 pm

GENERAL CORRESPONDENCE FOR ENVIRONMENT AND LEISURE
COMMITTEE MEETING 25TH JULY 2011

July 2011

1. Lumisphere email re short term discounts available for wedding and bbq season
2. Gala Lights – email offering visit to working warehouse to view lights.
3. The Festive Lighting Company. Catalogue
4. Laura Loomes at Elveden regarding the Sponsored Christmas Tree
5. Seasonal Transformations – Catalogues and price list
6. Lamps & Tubes: Email. re Lamp Column Stress Testing Service
7. Lamps & Tubes Illuminations Ltd – Chromex Catalogue
8. Aylesford Electrical Email re Festive lights offers
9. Portsmouth Water. Letter about water levels in the Portsmouth Water supply area and Regional Resources Update Spring 2011 South East (copied to Councillors)
10. Sea water quality in the Arun District for 4th May to 23rd May 2011
11. ADC Letter with attached information from BT on their Adopt a Kiosk programme as one of the kiosks is in Bognor Regis in Longford Road (copied to Councillors)
12. Adam Gledhill, Police Contact Centre Communications Investigator Email re a concerned residents call regarding Road Works at junction of Somerset Gardens and A259. This will be looked at by local police teams.
13. 3 responses to Sun Sculpture Survey
14. Foremost Supplies Product Range Overview
15. Sea Water Quality in the Arun District for 4th May to 31st May 2011
16. Silvermaze Email re High Wycombe Interactive Website which they have constructed
17. Sea Water Quality in the Arun District for 4th May to 6th June 2011
18. The Ramblers Association. Email from Chris Smith re a survey on footpaths in Bognor Regis for the Ramblers Association (copied to Councillors)
19. Sea Water Quality in the Arun District for 4th May to 13th June 2011
20. WSCC Approved Traders Directory 2011
21. Rail watch newsletter No 128 July 2011. Circulated to all Councillors. Also Rail SE newsletter no 112 June 2011, Eurostar Passenger Survey, information on and application to attend Rail Users Conference 5th November 2011. Railfuture raffle tickets
22. Southern Rail Stakeholder brief June 2011

23. The Greening Campaign Email re “Greening Campaign went to Parliament”
24. Arun District Council – Energy Update newsletter Issue 9 – Summer 2011
25. Letter from a resident to ADC Chief Executive copied to Bognor Regis Mayor expressing concern at the state of the children’s play area at the Rock Gardens. (copied to Councillors)
26. ITV Studios – email from Sinead Fox re ITV Finds Day Arundel Castle Sat 30th July. Posters to follow to advertise locally for people who have found artifacts to take to the event for assessment. (copied to Councillors)
27. Milton Lodge – Copy of letter to Club Chairman and copies of incident reports regarding cricket balls hitting the building and the players and clubs response to their complaint (copied to Councillors)
28. Sea Water Quality in the Arun District for 4th May to 27th June 2011
29. Littlethorpe of Leicester Ltd – Bus shelters catalogue
30. Recover magazine – British Damage Management Association Volume 12 Issue 2 Summer 2011. BDMA Conference 30th Nov to 1 Dec website link.
31. Felpham Parish Council copy of letter from Richard Wickens to the Environment Agency re children playing on slippery groynes and the request for better warning signs on groynes. (copied to Councillors)
32. Sea Water Quality in the Arun District for 4th May to 5th July 2011 (copied to councillors)
33. Fire Service – email informing of Bognor Fire Station Open Day Saturday 27th August 2011 open 10.00am to 4.00pm
34. ADC email re the installed Oak Leaf Table and Chairs in Hotham Park Playground which are now being used
35. Bognor Regis Local History Society & Museum – letter requesting Grant Funding for the Museum.
36. West Sussex County Council. Email from Jo Brocken acknowledging Bognor Regis Town Councils response regarding Potential changes to Supported Bus Services
37. Sea Water Quality in the Arun District for 4th May to 11th July 2011.
38. Bognor Regis Seafront Lights. Letter of thanks to Bognor Regis Town Council for their financial support for seafront lights.
39. Piers. Issue 100 Summer 2011. Journal of the National Piers Society with commemorative copy of the Vol1 No 1 journal.
40. WSCC regarding withdrawal of funding for non-commercial bus routes 2011 – 2012.