



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Kate Gill, 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 9th NOVEMBER 2009

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

IN ATTENDANCE: Mrs. G. Frost (Deputy Town Clerk)

The Meeting opened at 7.05pm

66. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies had been received from Cllrs. S. McDougall, K. Scutt and Mrs. J. Warr.

67. 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.

Cllr. Passingham declared a Prejudicial Interest in Bognor Regis Seafront Lights and any funding they may have applied for or any event they arrange or help to arrange

The Committee noted that there was one Declaration of Interest made at this point in the Meeting.

68. TO APPROVE THE MINUTES OF THE MEETING HELD ON 28th SEPTEMBER 2009

The Minutes of the Meeting held on Monday 28th September 2009, were agreed as an accurate record and were signed by the presiding Chairman.

69. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no questions as no public were present.

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

70.1 Min. 56.1 - Leaking roof at Waterloo Square Public Conveniences

Members noted that the Services Director at A.D.C. had confirmed that there has been a serious water leak at Waterloo Square toilets, which has now been fixed by Southern Water and a longer term roof leak which still needs to be resolved. Advice has been sought from a coatings company for a product to coat the existing asphalt roofing. A product has now been recommended which A.D.C. are ordering and hope to be able to apply to the roof, weather permitting very shortly.

It was further noted that arrangements were being made for a Public Conveniences Working Party meeting to take place early in the New Year. Liaison with members of the Working Party would take place to establish suitable dates for a meeting prior to checking availability of the Council Chamber. Comment was made that as the public conveniences were not a statutory duty of the District Council, members of the Working Party should be mindful of this and try to ensure their future is safeguarded.

70.2 Min. 59 - Approach to the owner of the Pier to request a meeting

In answer to a query, the Deputy Town Clerk advised that the letter to the owner of the Pier had been sent on her return from annual leave and a reply was still awaited.

70.3 Min. 60 - Painting of the Town Council's Beacon

Following liaison with the Town Force team, concern had been expressed that the condition of the beacon needed to be investigated prior to painting as there may be areas where the beacon is rusting and it could also require some spot welding in places. Having investigated this further, it had now been established that the top finials were starting to rust on the side that faces the sea otherwise the beacon appeared to be in good order and not a cause for concern.

71. MILLENNIUM CLOCK - TO NOTE COMPLETION OF ANNUAL SERVICE AND CONSIDERATION OF LETTER FROM SMITH OF DERBY LTD. IN CONNECTION WITH NEED FOR REPAIRS TO LIGHTING SYSTEM TO BE UNDERTAKEN AND APPROVAL OF EXPENDITURE - COPIED TO COUNCILLORS

The letter from Smith of Derby Ltd. was noted as being received, copied to Councillors. Members were advised that the annual service had now been completed. During the visit from their engineer it was established that the clock turret had leaked causing damage to the clock lighting. A considerable amount of water had reached the fluorescent lights and caused three of the four units to smoulder and melt the plastic ends and also the ends of the fluorescent tubes. As a result the supply to the lighting had been switched off. The lighting system now needs to be replaced within the clock turret and also re-wiring. The electronic controller will also need to be serviced and reset so that all is left safe to operate and for the lights to be illuminated automatically during periods of darkness. The cost to carry out these proposed works would be £440.00 plus VAT. It was recommended that an approach should be made to Arun District Council for reimbursement of this cost as the damage had been caused to the Town Council's clock as a result of a leak in the Town Hall's roof and the responsibility for the building was the District Council's. Confirmation would also need to be sought from A.D.C. that repairs have been undertaken to the clock turret to stop the leak prior to the repairs to the clock being undertaken.

Members were in agreement that the clock should be returned to its full working order as soon as possible and spoke in full support of an approach being made to the District Council to cover the cost of the repairs to the Council's clock. Following further discussion, it was **RESOLVED** that the Deputy Town Clerk should progress this. In the event of there being a delay in reaching agreement with A.D.C. to cover the cost of these works, the Deputy Town Clerk would contact Councillors that sit on this Committee for approval to proceed with the repair, with this action being ratified at the next meeting. This was AGREED.

72. CONSIDERATION OF PAYMENT OF £21.00 RAILFUTURE SUBSCRIPTION

The Committee **RESOLVED** that the Railfuture subscription of £21.00 should be paid.

73. PROVISION OF DOG BINS - REPORT FROM CHAIRMAN

The Chairman advised that although this matter could not be progressed at this time owing to the current Asset Management Review being undertaken by the District Council, when this was complete she felt that it was for this Committee to discuss this item once again so that a decision as to how to proceed could be made.

Some discussion regarding the possible use of signage at the entrance to the alleyways identified as being the major problem areas took place. Alleyways that are used by children as a route to and from school were highlighted as being those of particular concern. Cllr. Passingham advised that he would pursue this possibility with the District Council as the authority responsible for the cleansing of many of these alleyways to see if this proposal could be progressed.

74. IN BLOOM WORKING PARTY - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 22nd OCTOBER 2009 (IF AVAILABLE)

The Committee noted that unfortunately the Notes of the meeting held on 22nd October were not yet available and would therefore be referred to the next meeting for approval.

75. CHRISTMAS ILLUMINATIONS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETINGS HELD ON 21st SEPTEMBER AND 28th OCTOBER 2009 (IF AVAILABLE)

75.1 It was noted that the Minutes of the meeting held on 21st September had been previously circulated with the agenda. The Minutes of the meeting held on 28th October 2009 were circulated to those present.

75.2 Members noted the proposals for the new displays for Christmas 2010 and the recommendations that had been made by the Sub-Committee for their 2010/2011 revenue and capital budgets.

75.3 A Councillor queried the decision for Councillors to walk alongside the road train amongst the spectators with collection buckets. The Deputy Town Clerk advised that a further meeting would be held on 25th November at which any concerns could be raised.

- 75.4 Cllr. Passingham advised that owing to another commitment he would unfortunately not be available to assist on the day of the Switch-on.
- 75.5 The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meetings held on 21st September and 28th October 2009.
76. **CONSIDERATION OF BUDGET PROPOSALS FOR 2010-2011 INCLUDING ALLOCATIONS FOR IN BLOOM WORKING PARTY, CHRISTMAS ILLUMINATIONS SUB-COMMITTEE AND ALLOTMENTS SUB-COMMITTEE**
- 76.1 The Committee noted the draft budget proposals prepared by the Town Council's Accountant in liaison with senior staff and the Chairman of the Policy and Resources Committee, previously circulated to Councillors.
- 76.2 *Cllr. Passingham declared a Prejudicial Interest in Bognor Regis Seafront Lights and any funding they may have applied for or any event they arrange or help to arrange and therefore did not take any part in the voting on this item*
- 76.3 The Deputy Town Clerk answered Councillors queries relating to the budget proposals. It was noted the allocation for Town Force charges in each cost centre was budget neutral.
- 76.4 The Committee **RESOLVED** to **RECOMMEND** to the Policy and Resources Committee that the Environment and Leisure Committee Budget for the financial year 2010-2011 should be £196,475 less potential income of £16,300 making a total of £180,175 as detailed in the attached paperwork - **Appendix '1'**.
77. **REPORTS**
- 77.1 **Financial Reports**
The Committee noted the financial reports, which had been previously circulated.
- 77.2 **Any Other Reports**
Members noted that the weather information had once again been missing from the Independent newspaper. Enquiries had been made and it had been established that this had been due to an error on behalf of MeteoGroup, which had now been corrected and the problem had been resolved.
78. **CORRESPONDENCE**
The Committee noted receipt of the correspondence as detailed - **Appendix '2'**

The Meeting closed at 7.45pm

GENERAL CORRESPONDENCE FOR ENVIRONMENT AND LEISURE COMMITTEE
MEETING 9th NOVEMBER 2009

1. Report from Meteorological Officer for September 2009 - previously copied to Councillors
2. Michael Ayres Junior School - invitation to Open Day on Friday 20th November 2009 - previously copied to Councillors
3. Railwatch Magazine Issue No. 120, October 2009 and copy of Railondon Newsletter Issue No. 105, October 2009
4. A.D.C. - Sea Water Quality results from 7th September to 21st September 2009 inclusive
5. A.D.C. - copy of Dog Control Orders that came into force on 2nd November and copy of Pleasure Fairs Byelaws that came into force on 8th October 2009
6. W.S.C.C. Record Office - email with details of new two year project called Joining up our Heritage which has been funded by the Heritage Lottery Fund and West Sussex Archives Society. The aim is to locate archives and historical collections from around the county that are either inaccessible or little known about to make them more widely known about and accessible to the community by inclusion in the title maps database. Two Open Days are to be held at West Sussex Record Office in Chichester on Wednesday 25th and Thursday 26th November where more information about the project can be obtained. It was suggested that enquiries should be made to the W.S.C.C. Record Office to establish if funding may be available to assist the Museum with the display of the excess material/artifacts that they currently have in store. It was AGREED that the Deputy Town Clerk should pursue this.
7. A.D.C. - email with details of a meeting being arranged for Councillors to discuss the Bognor Regis market on 24th November at 12.00am at the Civic Centre
8. Sussex Police - October Update from Chief Inspector Bartlett
9. National Piers Society - Piers Journal Issue No. 93, Autumn 2009
10. Southern - Stakeholder Brief Issue 1, November 2009
11. Bourne Amenity Ltd. - Newsletter Issue 82, November 2009