



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE ENVIRONMENT & LEISURE COMMITTEE MEETING

HELD ON MONDAY 12th NOVEMBER 2007

PRESENT: Cllr. R. Gillibrand (Chairman), Cllrs: J. Brooks, Mrs. S. Daniells, D. Eldridge, S. Fyfe, Mrs. J. Gillibrand and J. Passingham

IN ATTENDANCE: Mrs. G. Frost (Deputy Town Clerk)
Mr. P. Beckerson (Projects and IT Officer)

The Meeting opened at 7.34pm.

73. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed all those present to the meeting. There were no apologies.

74. 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.

75. TO APPROVE THE MINUTES OF THE MEETING HELD ON 1st OCTOBER 2007

It was AGREED to delete the wording 'Chairman of the Working Party' under Minute 67 and replace this with 'Projects Officer'. The Minutes of the Meeting held on Monday 1st October 2007 as amended, were then agreed as an accurate record and were signed by the presiding Chairman.

76. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no questions.

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

77.1 13th August - Min. 44.2 SRB Projects and Regeneration

The Deputy Town Clerk reported the reply from the Regeneration Task Force Coordinator confirming that he was in agreement that discussions should take place regarding the implications of any regeneration on the street furniture etc. located on the seafront as part of the SRB programme. He would encourage this to take place during the forthcoming months as St. Modwen start to prepare their more detailed proposals and had requested more specific details of the various items referred to.

77.2 1st October - Min. 59.2 Dog Bin in vicinity of Orchard Way Subway

The Vice-Chairman confirmed that he would liaise further with the Deputy Town Clerk regarding this matter by the end of the week.

77.3 1st October - Min. 62 Meteorological Site - the way forward

In answer to a query, the Deputy Town Clerk confirmed that provision had been made in the budget to provide for a part time post.

78. CONSIDERATION OF AMENDMENT TO 7.00PM START TIME FOR FUTURE MEETINGS OF COMMITTEE

Members considered amending the start time of the meeting to 7.00pm and this was **RESOLVED**.

79. CONSIDERATION OF PAYMENT OF RAILFUTURE SUBSCRIPTION

The Chairman spoke of the benefits of membership of this organisation. Following some discussion, it was **RESOLVED** to approve the payment of £21.00 to renew the Railfuture subscription.

80. PROVISION OF FLAGPOLE OUTSIDE THE TOWN HALL - UPDATE IF FURTHER INFORMATION IS AVAILABLE - MIN. 61 REFERS

The Deputy Town Clerk reported that despite chasing A.D.C. for a response, a reply was still awaited. This matter would therefore be considered when further information was available.

81. PUBLIC CONVENIENCES - UPDATE

The Deputy Town Clerk reported that notification had been received from the Surveying and Estates Department at A.D.C. that DDA upgrades to a number of corporate properties within the district had been identified and works to refurbish the disabled toilets at Bedford Street and London Road toilet blocks had been prioritised. Work would commence on the Bedford Street disabled toilet on 12th November and would take three weeks to complete. Works on London Road are expected to commence on 14th January 2008 and should be completed by 1st February. It is essential that the toilets are closed for this period of time due to the nature and extent of the refurbishment work.

Dates for the next Public Conveniences Working Party meeting were currently being considered. It was noted that discussions would include information on Danfo toilets, the Loo4U scheme and Arun's commitment to refurbish one toilet this year and one in the next financial year - Bedford Street and Hotham Park.

82. ARUN YOUTH COMMUNITY AWARDS 2007 - CONSIDERATION OF ANY NOMINATIONS - CLOSING DATE FOR ENTRIES 25th JANUARY 2008

Information on the Arun Youth Community Awards had been circulated to the Committee. Nominations would be accepted for young people aged 11 to 19 years in the following categories: - bravery, voluntary work and charity work. Following some discussion, it was AGREED that this item should be included on the next Agenda to allow time for the Committee to bring suggestions of suitable nominees to the next meeting.

83. USE OF PENDANT HOLDERS IN LONDON ROAD TO DISPLAY FLAGS FOR SPECIAL OCCASIONS - CHAIRMAN TO REPORT

The Chairman detailed the reasons why he had requested that this item be included on the Agenda. The Committee noted that following investigation regarding possible use of these holders to fix speakers to for use during the festive period, it had been established that these had become rusty and could no longer serve a useful purpose. Consideration would therefore need to be given to their replacement. Members queried the benefits of the pendant holders and whether the cost of their replacement could be justified. It was suggested that an approach could be made to the Chamber to see if they would be willing to fund their replacement on a partnership basis which would enable use of this facility by their members. Comment was made that they could also be used to advertise events within the town. Following further discussion, it was AGREED that this item should be referred to the new Promotion and Publicity Committee for further consideration as to the way forward.

84. IN BLOOM WORKING PARTY - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 6th NOVEMBER 2007

The Chairman of the Working Party reported that the proposed Action Plan for 2008 had been considered in some detail at the meeting however this was in draft format at the moment and was not the final document.

Concern was raised by a Councillor at the use of ladders for replacing street light baskets and the need for procedures to be followed to ensure the protection of the public at all times was stressed. The Projects Officer was asked to investigate this matter to ensure that the correct procedures were adhered to at all times.

The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Notes of the meeting held on 6th November 2007 **Appendix '1'**

85. CHRISTMAS ILLUMINATIONS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 31st OCTOBER 2007

85.1 *Cllr. Brooks declared a Prejudicial Interest as the Town Council's Electrical Contractor and did not take any part in the voting on this item*

- 85.2** A Councillor raised concerns in connection with the Sub-Committee's Risk Assessment for the Christmas lights and queried whether the document was adequate to ensure the protection of the Council. It was pointed out that this document had been prepared using guidelines received from the Council's Insurers. Following a lengthy debate on the various issues of concern, the Councillor was thanked for his input and it was recommended that he submit his comments in writing for consideration by the Christmas Illuminations Sub-Committee at their next meeting. Concern that certain elements may need to be reviewed prior to the Switch-on event was stressed. The list would therefore be sent to the Projects Officer to consider any appropriate action that may be necessary so that this may be implemented prior to the Switch-on.

The possibility of employing the services of a Health and Safety expert to review such documents was suggested and it was felt that the Policy and Resources Committee should perhaps consider this in more detail.

- 85.3** Concern regarding the cost implication of using a member of the Town Force team to return the snow machines was raised and it was recommended that the Events Officer investigate the cost of using a courier service as an alternative cheaper option.
- 85.4** Concern was raised regarding the leaflet that had been produced to advertise the Switch-on event, which it was felt did not reflect what the Sub-Committee were trying to achieve.
- 85.5** The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on 31st October 2007.

86. CONSIDERATION OF BUDGET PROPOSALS FOR 2008-2009 INCLUDING ALLOCATIONS FOR IN BLOOM WORKING PARTY, CHRISTMAS ILLUMINATIONS SUB-COMMITTEE AND ALLOTMENTS SUB-COMMITTEE

- 86.1** The Deputy Town Clerk referred to two applications that had been received through the Grant Aid process from the Hotham Park Heritage Trust. These had been set aside to be considered under the Events Sponsorship budget however, strictly speaking, neither application fitted within this category. Members were therefore being asked to consider whether they wished to grant some funding from the Environmental Projects budget towards these applications. The Committee noted that the application to fund information packs certainly fitted within this category and historically similar awards had been made to this organisation from the Environmental Projects budget in the past. If however both applications were to be considered, additional funds would need to be added to this budget head to ensure enough funding remained to cover any expenditure for bins, seats etc. that the Committee may wish to purchase. This could be achieved by either increasing the Committee's budget or requesting that the Events Committee vire over an amount from the Events Sponsorship budget to enable a grant to be made. Alternatively, the decision to award a grant for the ornamental pond could be left to the Events Committee to decide. Members spoke for and against supporting the ornamental pond application. The need to fill the gap in the events programme that will be created by the loss of the Country Fair next year was stressed. Following further debate, it was **RESOLVED** that the application for the ornamental pond would be referred to the Events Committee to consider whether they wished to support a grant for this application from their Events Sponsorship budget. The application for the information packs will however be considered for funding by this Committee from the Environmental Projects budget in the New Year.

- 86.2** 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, circulated to Councillors.
- 86.3** *Cllr. Brooks declared a Prejudicial Interest in Christmas lights as the Town Council's Electrical Contractor and did not take any part in the voting on this item*
- 86.4** The budget proposals were detailed by the Deputy Town Clerk and it was noted that the allocation of Town Force charges in each cost centre was budget neutral.
- 86.5** **Floral Displays** - It was noted that the In Bloom Working Party were requesting an additional £6,000 be added to their budget. This would allow for £5,000 to be set aside for trees and £1,000 to be put in their Environmental Projects budget for works at Westloats Lane.
- 86.6** **Christmas Lights** - To enable further improvements to be made next year the Christmas Illuminations Sub-Committee were requesting that an additional £2,500 be added to their Capital budget.
- 86.7** **Allotments** - The Sub-Committee had requested a budget of £6,000 again this year. This figure had once again been increased by the Accountant due to the level of Town Force charges used in this current year.
- 86.8** In answer to a query about the level of funding allocated to the pea-lights and up-lighters the Projects Officer advised that following investigation by the Electrician it had been established that the ballast for the up-lighters was submerged in water, which had resulted in the fuses blowing.
- 86.9** The Committee **RESOLVED** to **RECOMMEND** to the Policy and Resources Committee that the Environment and Leisure Committee Budget for the financial year 2008-2009 should be £163,680 less potential income of £12,600 making a total of £151,080 as detailed in the attached paperwork - **Appendix '2'**.

87. REPORTS

87.1 Financial Reports

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

87.2 Any Other Reports

The Projects Officer updated the Committee on the current position with regard to the Sun Sculpture project.

88. CORRESPONDENCE

The Committee noted receipt of the correspondence as detailed - **Appendix '3'**

The Meeting closed at 9.02pm

NOTES AND RECOMMENDATIONS

BOGNOR REGIS TOWN COUNCIL
SOUTH EAST IN BLOOM WORKING PARTY
(COASTAL RESORT A)
Tuesday 6th November 2007

PRESENT: Cllrs.: J. Passingham (Chairman), G. Burt, K. Scutt, Mrs. E. Anderson and Mrs. J. Walker. P. Beckerson, E. Benackova, M. Huntingdon, P. Dart and D. Meagher.

The Meeting opened at 6.15pm.

1. Chairman's Announcements and Apologies for Absence

The Chairman welcomed those present and apologized for postponing the meeting.

Apologies for absence were noted as being received from P. Mortimer and C. Marples.

2. Approval of the Notes of the Meeting held on 10th September 2007

It was noted that **Item no. 7 To consider plans for 2008** should read ‘..donate a prize..’

The Notes were then agreed as a correct record.

3. Report on Britain in Bloom Award presentations

The Projects Officer reported on the presentations he had attended on 26th September.

4. To consider marking sheet and Britain in Bloom Judges comments

Copies of the Marking Sheet were handed out. There was a consensus of opinion that standards of the competition have risen. The marking had also changed, with more emphasis was being put on volunteers run campaigns. Although the judges' comments were found useful, the focus should now be put on the 2008 South & South East in Bloom competition.

7. To consider Action Plan for 2008

Copies of the proposed Action Plan (Appendix 1) were circulated and detailed discussion on the items followed. In addition following suggestions were made:

- Approach Chamber of Commerce whether they could provide a shield for a category
- The Observer to back the campaign and sponsor a category
- Bognor in Bloom entry form should only include house number of an entrant to enable other people i.e. Town Force to put nominations forward
- Bognor in Bloom entrants to be made aware of the judging date
- Include allotments in the judging tour only if water conservation and recycling in place
- Recycling figures to be included in the PowerPoint presentation which would replace the photo display
- Approach Polish children re the Town Hall flower bed design competition.

8. Consideration of a Budget for 2008

The Projects Officer reported briefly on the budget figures which were circulated at the meeting. The budget was **AGREED** and that an additional £1,000 should be provided for Environmental Projects as well as £5,000 for tree planting.

9. Proposed dates of 2008 meetings

To be deferred to the next meeting.

10. Any other matters for consideration not included on the agenda

There were none.

11. Date of next meeting

In the Council Chamber on 26th November 2007 at 6.30pm.

The Meeting closed at 7.02pm.

Bognor Regis South East in Bloom Working Party

2008 Action Plan

Issue	Status	Highlighted by	Action required to deliver improvement	Specific\projects suggested	Delivery Agency	Additional Cost Implication
Encourage more entrants into the Bognor in Bloom Competition	Current practice to mail out people identified in Database and invite Businesses to launch		B in B requires more good gardens to visit. Chamber of Commerce to be approached re: Trophy Approach Observer to back campaign & Sponsorship	Trophies needed for categories to help encourage entries. Prepare Simple Entry form for campaign. Publicise judging date.	SEBWP Chamber of Commerce	Sponsored
Encourage more Commercial Premises to become involved in the campaign	Little or no involvement	Criteria in campaign requires commercial involvement	Approach major players	Approach Butlins, Chamber of Trade etc, CIVIC etc	SEBWP & Commercial Sector	None
Professional involvement by a horticulturalist in the tour	Good liaison between tiers, scope for further co-operation	Judges comments	Plan tour earlier		ADC	
Community and Voluntary Sector involvement	Limited number of volunteers	Judges comments	Find additional committed volunteers	Children's Competitions for logo etc	SEBWP	Sponsored
Encourage gardens with permanent planting	Only one or two examples	Judges comments	Increase awareness	Consider area at footbridge in London Road for a Dry Garden	SEBWP	SRB
Involve more local allotment holders to become involved	Lack of communication between different associations	Judges comments	Contact and invite different associations to become involved	Need to ensure water conservation & recycling in place.	SEBWP	
Involvement of the Eco Officer in the work of the WP	Contact had been made with the Eco Officer who provided information but was away when Judging took place	Judges comments	Close liaison especially with the developments in Hotham Park	Give out water saving cistern bags at In Bloom launch / Abandon Vegetated Shingle site near Pier - relocate to near Yacht Club	SEBWP & Eco Officer	Sponsored
Recycling Information	An Officer was present at the SE in bloom tour but not B in B	Judges comments	Greater liaison with Safer Communities		ADC / Others	
Identify areas for tree planting	Limited planting has been carried out over the last two years	General campaign	Need to identify new areas		SEBWP / ADC	
Weedy gap sites	Some areas are untidy and overgrown	Judges comments	Liaise with ADC & WSCC		TF / OWNERS	
Footpath Clearance	TF to supplement present system	Residents & TC Strategy	Footpath tour with partners		TF / ADC / WSCC	BRTC

More height needed in planters	Previously tried but tended to get stolen or damaged by winds on seafront	Judges comments	Try again!	Cordylines in seafront planters / Height plants to be left in planters at end of season + height plants added to Queensway planters	ADC/ BRTC	Existing budgets
Public Awareness		Judges comments		Banner across Precinct; better In Bloom signs at town entrances; logo; BR Observer campaign. Change campaign to Bognor Regis in Bloom	SEBWP	Sponsored / other BRTC budgets
Tatty street furniture		Residents & TC Strategy		Take up with WSCC / ADC. Consider BRTC taking on tatty Macaris planters		Others + BRTC
Railway Station Planters	In too dark areas to flourish			Relocate		None
Increased sponsorship		Need to increase income to		Seek sponsors for Town Centre planters		None
Town Hall flower bed designs	Current design competition format had become tired			Look at alternative scheme that involves young people Possible approach to Polish Community.		None
Competition Presentations	Consider slicker methods & presentations	General comments	Revamp of format together with revision of portfolio.		BRTC / SEBWP	None

Budget Summary - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		<u>Agreed Budget</u>	<u>Current Year</u>			<u>Next Year</u>		
	<u>Budget</u>	<u>Actual</u>		<u>Net Virement</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>	
<u>Environment and Leisure</u>									
<u>202</u>	<u>METEOROLOGICAL</u>								
	OverHead Expenditure	6,860	6,873	7,028	-39	6,989	3,779	6,544	9,449
202	Net Expenditure	6,860	6,873	7,028	-39	6,989	3,779	6,544	9,449
<u>203</u>	<u>MUSEUM</u>								
	OverHead Expenditure	4,000	4,000	4,000	0	4,000	4,000	4,000	4,000
203	Net Expenditure	4,000	4,000	4,000	0	4,000	4,000	4,000	4,000
<u>204</u>	<u>FLORAL DISPLAYS</u>								
	OverHead Expenditure	40,423	42,531	48,968	26,619	75,587	55,826	71,533	78,217
	Total Income	406	100	0	11,000	11,000	14,203	11,250	11,500
204	Net Expenditure	40,017	42,431	48,968	15,619	64,587	41,623	60,283	66,717
<u>206</u>	<u>SPONSORED FLORAL DISPLAYS</u>								
	OverHead Expenditure	26,904	33,599	39,934	-39,934	0	0	0	0
	Total Income	10,500	11,237	11,000	-11,000	0	0	0	0
206	Net Expenditure	16,404	22,362	28,934	-28,934	0	0	0	0

Budget Summary - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			<u>Next Year</u>		
	Budget	Actual		Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget	
208	<u>E & L PARTNERSHIP/PROJECTS</u>								
	OverHead Expenditure	78,560	72,291	60,198	1,579	61,777	32,683	59,620	62,677
	Total Income	3,000	9,413	2,600	0	2,600	237	237	0
208	Net Expenditure	75,560	62,878	57,598	1,579	59,177	32,446	59,383	62,677
209	<u>E & L CAPITAL</u>								
	OverHead Expenditure	0	0	0	0	0	0	0	0
209	Net Expenditure	0	0	0	0	0	0	0	0
402	<u>ALLOTMENTS</u>								
	OverHead Expenditure	19,021	7,295	9,717	-350	9,367	3,972	9,259	9,337
	Total Income	1,100	1,267	1,100	0	1,100	1,053	1,025	1,100
402	Net Expenditure	17,921	6,028	8,617	-350	8,267	2,919	8,234	8,237
<hr/>									
	Environment and Leisure - Expenditure	175,768	166,589	169,845	-12,125	157,720	100,260	0	163,680
	Income	15,006	22,016	14,700	0	14,700	15,493	0	12,600
	Net Expenditure	160,762	144,572	155,145	-12,125	143,020	84,767	138,444	151,080
	Total Budget Expenditure	175,768	166,589	169,845	-12,125	157,720	100,260	150,956	163,680
	Income	15,006	22,016	14,700	0	14,700	15,493	12,512	12,600
	Net Expenditure	160,762	144,572	155,145	-12,125	143,020	84,767	138,444	151,080

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

		<u>Last Year</u>		<u>Agreed Budget</u>	<u>Current Year</u>			<u>Next Year</u>	
		<u>Budget</u>	<u>Actual</u>		<u>Net Virement</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
<u>Environment and Leisure</u>									
<u>202</u>	<u>METEOROLOGICAL</u>								
4010	MISC STAFF COSTS	0	323	0	0	0	0	0	0
4021	TELEPHONE & FAX	240	319	240	0	240	91	200	200
4042	EQUIPMENT MAINTCE	100	65	100	0	100	15	100	100
4044	EQUIPMENT\FURNITURE	200	0	200	0	200	0	0	200
4049	TOWN FORCE CHARGES	98	39	78	-39	39	34	39	39
4059	MET. OFFICER	6,222	6,127	6,410	0	6,410	3,638	6,205	6,410
4159	MET OFFICER ASSISTANT	0	0	0	0	0	0	0	2,500
	OverHead Expenditure	6,860	6,873	7,028	-39	6,989	3,779	6,544	9,449
	202 Net Expenditure	6,860	6,873	7,028	-39	6,989	3,779	6,544	9,449
<u>203</u>	<u>MUSEUM</u>								
4301	MUSEUM	4,000	4,000	4,000	0	4,000	4,000	4,000	4,000
	OverHead Expenditure	4,000	4,000	4,000	0	4,000	4,000	4,000	4,000
	203 Net Expenditure	4,000	4,000	4,000	0	4,000	4,000	4,000	4,000
<u>204</u>	<u>FLORAL DISPLAYS</u>								
4008	TRAINING/COURSES	50	40	0	0	0	83	100	100

Continued on Page 2

Budget Detail - By Committee

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	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			<u>Next Year</u>	
	Budget	Actual		Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4009 TRAVELLING	40	382	350	0	350	393	393	400
4017 REFWASTE DISPOSAL	50	39	50	0	50	233	0	0
4020 MISC ESTAB COSTS	200	5	0	0	0	0	0	0
4022 POSTAGE	5	0	0	0	0	0	0	0
4023 STATIONERY	25	119	120	0	120	0	0	0
4024 SUBSCRIPTIONS	150	165	200	0	200	165	165	200
4025 INSURANCE	40	0	0	0	0	0	0	0
4032 PUBLICITY	275	405	400	0	400	0	0	400
4041 EQUIPMENT HIRE	0	155	0	0	0	0	0	0
4044 EQUIPMENT\FURNITURE	250	4,483	250	500	750	6,796	6,677	250
4045 VEHICLE LEASE\HIRE	60	0	0	0	0	102	102	150
4048 TOWN FORCE MATERIALS	400	41	0	0	0	179	148	0
4049 TOWN FORCE CHARGES	32,628	32,229	39,098	23,619	62,717	47,331	62,717	62,717
4050 HORTICULTURAL SUPPLIES	5,000	5,305	7,000	2,500	9,500	6,316	7,000	12,000
4311 COMPETITION EXPENSES	250	1,335	1,500	0	1,500	697	700	1,000
4321 ENV.PROJECTS	1,000	299	0	0	0	0	0	1,000
4980 TFR TO E/M RESERVE	0	701	0	0	0	0	0	0
4990 TFR FR E/M RESERVE	0	-3,172	0	0	0	-6,469	-6,469	0
OverHead Expenditure	40,423	42,531	48,968	26,619	75,587	55,826	71,533	78,217
1040 SPONSORSHIP INCOME	206	0	0	11,000	11,000	14,103	11,150	11,500

Continued on Page 3

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

		<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			<u>Next Year</u>	
		Budget	Actual		Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
1070	MISCELLANEOUS INCOME	200	100	0	0	0	0	0	0
1080	DONATIONS RECEIVED	0	0	0	0	0	100	100	0
Total Income		406	100	0	11,000	11,000	14,203	11,250	11,500
204	Net Expenditure	40,017	42,431	48,968	15,619	64,587	41,623	60,283	66,717
206	<u>SPONSORED FLORAL DISPLAYS</u>								
4009	TRAVELLING	0	17	0	0	0	0	0	0
4044	EQUIPMENT\FURNITURE	500	374	500	-500	0	0	0	0
4048	TOWN FORCE MATERIALS	250	23	0	0	0	0	0	0
4049	TOWN FORCE CHARGES	23,654	30,488	36,934	-36,934	0	0	0	0
4050	HORTICULTURAL SUPPLIES	2,500	2,697	2,500	-2,500	0	0	0	0
OverHead Expenditure		26,904	33,599	39,934	-39,934	0	0	0	0
1040	SPONSORSHIP INCOME	10,500	11,237	11,000	-11,000	0	0	0	0
Total Income		10,500	11,237	11,000	-11,000	0	0	0	0
206	Net Expenditure	16,404	22,362	28,934	-28,934	0	0	0	0
208	<u>E & L PARTNERSHIP/PROJECTS</u>								
4033	PUBLICATION COSTS	9,000	10,336	0	0	0	0	0	0
4049	TOWN FORCE CHARGES	3,160	1,677	98	1,579	1,677	692	0	1,677

At 16:04

Budget Detail - By Committee

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		<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			<u>Next Year</u>	
		Budget	Actual		Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4053	BAD & DOUBTFUL DEBTS	0	60	0	0	0	0	0	
4321	ENV.PROJECTS	2,000	468	2,000	0	2,000	1,802	2,000	
4331	TOILET CONT'N BASIC	40,000	40,000	40,000	0	40,000	20,000	40,000	
4334	SEAFRONT SHOWERS	400	20	100	0	100	182	100	
4403	MILLENNIUM CLOCK	0	150	0	0	0	164	0	
4404	PEALIGHTS & UPLIGHTERS	0	0	0	0	0	0	900	
4700	CHRISTMAS LIGHTS PP	15,000	7,376	9,000	0	9,000	2,871	9,000	
4701	SEAFRONT LIGHTS PP	9,000	9,000	9,000	0	9,000	9,000	9,000	
4980	TFR TO E/M RESERVE	0	5,353	0	0	0	0	0	
4990	TFR FR E/M RESERVE	0	-2,150	0	0	0	-2,028	0	
	OverHead Expenditure	78,560	72,291	60,198	1,579	61,777	32,683	59,620	62,677
1030	ADVERTISING REVENUE	3,000	5,972	0	0	0	0	0	
1070	MISCELLANEOUS INCOME	0	3,441	2,600	0	2,600	237	0	
	Total Income	3,000	9,413	2,600	0	2,600	237	0	
208	Net Expenditure	75,560	62,878	57,598	1,579	59,177	32,446	59,383	62,677
209	<u>E & L CAPITAL</u>								
4914	CP CHRISTMAS LIGHTS	0	9,787	10,000	0	10,000	10,149	13,721	12,500
4990	TFR FR E/M RESERVE	0	0	0	0	0	-356	-3,721	0

Continued on Page 5

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	Next Year Budget
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		
4992 Tfr from Rolling Capital Progr	0	-9,787	-10,000	0	-10,000	-9,793	-10,000	-12,500
OverHead Expenditure	0	0	0	0	0	0	0	0
209 Net Expenditure	0	0	0	0	0	0	0	0
402 ALLOTMENTS								
4012 WATER RATES	200	165	200	0	200	162	220	250
4017 REF/WASTE DISPOSAL	280	158	280	0	280	152	152	200
4022 POSTAGE	5	0	5	0	5	5	5	5
4034 ALLOTMENTS COMPET'N	100	30	100	0	100	82	100	100
4039 GRAVITS LANE MAINTCE	3,514	746	2,500	0	2,500	122	2,454	2,500
4048 TOWN FORCE MATERIALS	150	0	0	0	0	47	46	0
4049 TOWN FORCE CHARGES	14,172	6,182	6,532	-350	6,182	3,403	6,182	6,182
4050 HORTICULTURAL SUPPLIES	600	15	100	0	100	0	100	100
OverHead Expenditure	19,021	7,295	9,717	-350	9,367	3,972	9,259	9,337
1010 RENT RECEIVED	1,000	1,054	1,000	0	1,000	1,005	1,005	1,000
1070 MISCELLANEOUS INCOME	100	213	100	0	100	49	20	100
Total Income	1,100	1,267	1,100	0	1,100	1,053	1,025	1,100
402 Net Expenditure	17,921	6,028	8,617	-350	8,267	2,919	8,234	8,237
Environment and Leisure - Expenditure	175,768	166,589	169,845	-12,125	157,720	100,260	0	163,680
Income	15,006	22,016	14,700	0	14,700	15,493	0	12,600
Net Expenditure	160,762	144,572	155,145	-12,125	143,020	84,767	138,444	151,080

Continued on Page 6

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u> Next Year Budget
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		
Total Budget Expenditure	175,768	166,589	169,845	-12,125	157,720	100,260	150,956	163,680
Income	15,006	22,016	14,700	0	14,700	15,493	12,512	12,600
Net Expenditure	160,762	144,572	155,145	-12,125	143,020	84,767	138,444	151,080

GENERAL CORRESPONDENCE FOR ENVIRONMENT AND LEISURE COMMITTEE
MEETING 12th NOVEMBER 2007

1. Meteorological Officer Report for September 2007 - copied to Councillors and October 2007 attached
2. West Sussex Record Office - email seeking volunteers to assist with production of database in connection with Tithe Maps - copied to Councillors
3. Elfin Grove Bench - following a report from a resident of this area in connection with the condition of the bench, Town Force have removed the loose bricks and County Cllr. McDougall has requested that W.S.C.C. look into the matter with the view to carrying out the work required and invoicing the owner later
4. National Piers Society - Piers Journal, Issue No. 85, Autumn 2007
5. Railwatch Magazine, Issue 113, October 2007, details of National Conference 3rd November and copy of Railondon, Issue 97, September 2007
6. A.D.C. - email with details of new recycling bin in the car park behind the reception for use by all occupants of Bognor Regis Town Hall
7. Communities and Local Government Committee - Press Release 'Refuse Collection: Publication of the Government Response'
8. A.D.C. - Waste Resources Action Programme, Quarter 2 review July - Sept 2007
9. Communities and Local Government Committee - details of Existing Housing Stock and Climate Change: Oral evidence session on 12th November 2007
10. Communities and Local Government Committee - Press Release 'Government back weekly food waste collection'
11. Southern - Stakeholder Brief, Issue 44, October 2007
12. Sussex County Playing Fields Association - Annual Report for 2006-07, details of AGM 22nd November 2007 and request for consideration of donation