



# **BOGNOR REGIS TOWN COUNCIL**

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## **MINUTES OF THE MEETING OF BOGNOR REGIS TOWN COUNCIL**

**HELD ON MONDAY 5<sup>th</sup> JANUARY 2026**

### **PRESENT:**

Mayor: Cllr. Mrs. G. Yeates; Cllrs: K. Batley, D. Dawes, S. Goodheart, R. Nash, Miss. C. Needs, F. Oppler, P. Ralph, N. Smith, M. Stanley, B. Waterhouse, P. Wells, M. White and P. Woodall

### **IN ATTENDANCE:**

Mrs. J. Davis (Town Clerk)  
Mr. M. Hirst (Deputy Clerk)  
Mrs. R. Vervecken (Civic & Office Manager)  
First Cadet Harvey McGarhey (Mayor's Cadet) (part of meeting)  
1 member of the public in the gallery

***The Meeting opened at 6.31pm***

### **122. WELCOME BY MAYOR**

The Mayor welcomed all those present. The Council's opening statement was read, and particular attention was drawn to the evacuation procedure in the event of the fire alarm sounding and the Council's Standing Orders relating to public question time.

### **123. APOLOGIES FOR ABSENCE AND THEIR APPROVAL, SUBJECT TO MEETING THE AGREED CRITERIA**

Apologies for absence were received from Cllrs. J. Barrett and Mrs. J. Warr, with the Clerk recommending that the reasons given were acceptable. These absences were therefore unanimously **APPROVED** by Members.

### **124. DECLARATIONS OF INTEREST**

Members and Officers are invited to make any declarations of Disclosable Pecuniary, Other Registrable and/or Ordinary Interests that they may have in relation to items on this agenda and are reminded that they should redeclare their Interest before consideration of the item or as soon as the Interest becomes apparent and if not previously included on their Register of Interests to notify the Monitoring Officer within 28 days.

Members and Officers should make their declaration by stating:

- a) the item they have the Interest in
- b) whether it is a Disclosable Pecuniary, Other Registrable or Ordinary Interest
- c) the nature of the Interest
- d) if it is an Ordinary Interest whether they intend to leave the meeting for the discussion and vote
- e) if it is a Disclosable Pecuniary or Other Registrable Interest, and therefore must leave the room for the discussion and vote, whether they will be exercising their right to speak on this matter under Public 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. 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.

As per the Agenda, it is each Member's own responsibility to notify the Monitoring Officer of all Disclosable Pecuniary, Other Registrable or Ordinary Interests notifiable under the Council's Code of Conduct, not already recorded on their Register of Interests Form, within 28 days.

The Chair reminded Members to declare their Interests as any arise or again at the relative point in the meeting if they have already.

***There were no declarations of Interest***

**125. TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 3<sup>rd</sup> NOVEMBER 2025**

The Minutes of the Council Meeting held on 3<sup>rd</sup> November 2025 were unanimously **APPROVED** by the Council as a correct record and were signed by the Chair.

**126. REPORTS FROM WSCC COUNTY AND ADC DISTRICT COUNCILLORS (IF AVAILABLE)**

The Clerk informed Members that apologies had been received from District Councillor Simon McDougall, for Pevensey Ward, who had stated that he had nothing to report.

**127. WRITTEN QUESTIONS FROM COUNCILLORS**

There were no questions from Councillors.

**128. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS**

There were no questions or statements from the member of the public seated in the gallery, therefore the meeting was not adjourned.

**129. TO CONSIDER ANY WRITTEN DISPENSATION REQUESTS RECEIVED FROM TOWN COUNCILLORS**

There were no written dispensation requests received from Town Councillors.

**130. TO RECEIVE AND CONSIDER REPORTS, MINUTES AND RECOMMENDATIONS OF COMMITTEES (OTHER THAN ANY SPECIFIC ITEMS ON THIS AGENDA)**

**131. Extraordinary Policy and Resources Committee Meeting of 30<sup>th</sup> October and the Meeting of 17<sup>th</sup> November 2025**

The Vice-Chair of the Committee, Cllr. Wells reported, as the Chair, Cllr. Waterhouse had lost his voice. There were no recommendations to Council.

**132. Planning and Licensing Committee Meetings of 4<sup>th</sup>, 25<sup>th</sup> November and 9<sup>th</sup>, 23<sup>rd</sup> December 2025**

In the absence of the Chair of the Committee, Cllr. Mrs. Warr, and the Vice-Chair, Cllr. Barrett, Cllr. Mrs. Yeates reported. There were no recommendations to Council.

**133. Environmental and Leisure Committee Meeting of 10<sup>th</sup> November 2025**

The Chair of the Committee, Cllr. Batley reported. There were no recommendations to Council.

**134. TO RECEIVE AND CONSIDER MINUTES AND RECOMMENDATIONS OF POLICY AND RESOURCES COMMITTEE MEETING OF 15<sup>th</sup> DECEMBER 2025 WITH RESOLUTIONS, RECOMMENDATIONS AND REPORTS**

The Deputy Clerk's report was **NOTED**.

**134.1 To consider the BOGNOR REGIS TOWN COUNCIL BUDGET FOR 2026/27**

Members unanimously **RESOLVED** to **APPROVE** the formal adoption of the Income and Expenditure Budget for 2026/27.

**135. TO DECIDE THE AMOUNT FOR THE PRECEPT TO BE ISSUED FOR 2026/27**

The Deputy Clerk's report, including the Budget Summary attached as an appendix, was **NOTED**. Members unanimously **RESOLVED** to **APPROVE** the Precept amount for 2026/27 of £1,104,229.

**136. TO FORMALLY RECEIVE THE MINUTES, REPORTS AND RECOMMENDATIONS OF THE COMMITTEES, AND REFER ANY SUGGESTED AMENDMENTS DECIDED UPON DURING THE MEETING BACK TO THE RELEVANT COMMITTEE, AND RATIFY ANY COMMITTEE ACTIONS AS MAY BE NECESSARY**

The Council unanimously **RESOLVED** to 'formally receive the reports, Minutes and recommendations of the Committee, and refer any suggested amendments decided upon at this meeting back to the relevant Committee'.

**137. TO NOTE THE LIST OF PAYMENTS AND TRANSFERS MADE IN OCTOBER AND NOVEMBER 2025 AND TO NOTE THE BALANCES, BANK RECONCILIATIONS AND FINANCIAL REPORTS (DECEMBER NOT YET AVAILABLE) AND OUTTURN AND APPROVAL OF THE CONTENTS AND THEIR PUBLICATION**

The Council unanimously **RESOLVED** 'to note the payments and transfers made in October and November 2025 and to note the balances, bank reconciliations and financial reports (December not yet available) and outturn and approval of the contents and their publication'.

**138. TO CONSIDER AND AGREE ANY COMMENTS TO BE SUBMITTED IN RESPONSE TO THE GOVERNMENT PUBLIC CONSULTATION ON PROPOSALS TO REORGANISE LOCAL GOVERNMENT ACROSS SUSSEX, INCLUDING ARUN DISTRICT**

The Deputy Clerk's report was **NOTED**.

The Town Clerk advised the Committee that four Members had submitted individual responses to the consultation for West Sussex and that Council could determine whether to submit a corporate response on behalf of the Town Council.

Members commented that the Town Council had been sidelined by the consultation process and expressed support for the Mayor's individually submitted comments, which were supportive of two Unitary Authorities in West Sussex, agreeing that these should be reiterated within any corporate response.

Those present expressed surprise that the "Brighton & Hove" option had progressed to this stage of the consultation and considered it to be an unviable option.

Members unanimously **AGREED** to submit a corporate representation in support of Option B2 (two individual Unitary Authorities) in relation to the consultation for West Sussex, incorporating comments that reiterated the Mayor's individually submitted response. Furthermore, it was unanimously **AGREED** that a corporate response, opposing the proposed options set out in the Brighton and Hove consultation, be submitted.

**139. TO NOTE THE CHANGE IN TIME TO THE PLANNING AND LICENSING COMMITTEE MEETING HELD ON 23<sup>rd</sup> DECEMBER 2025 - MIN. 15.1 REFERS**

The Deputy Clerk's report was **NOTED**.

The change in time to the Planning and Licensing Committee Meeting held on 23<sup>rd</sup> December 2025, from 4pm to 10.30am, was unanimously **NOTED**.

**140. TO ADOPT THE BOGNOR REGIS TOWN COUNCIL VISION - MIN. 124 REFERS**

The Deputy Clerk's report, together with the attached Draft Vision document, was **NOTED**.

Members expressed support for the Draft Vision and its intended aims. It was clarified that, once adopted, the Town Council's Vision would remain a live document and could be reviewed and updated as required.

In relation to Objective 6, Members requested that businesses within the immediate vicinity of Station Square also be invited to form part of the Working Group. This was **AGREED** and the wording amended accordingly.

Members further **AGREED** that reference to Arun District Council or West Sussex County Council, throughout the Vision document, be replaced with "Upper Tier Authorities", to offset forthcoming changes as a result of local government reorganisation.

Members unanimously **AGREED** to **ADOPT** the Bognor Regis Town Council Vision, with the suggested amendments incorporated into the final document.

**141. TO FURTHER CONSIDER THE MEMBERSHIP OF THE BOGNOR REGIS TOWN HALL WORKING PARTY - MIN. 9.2 OF THE POLICY AND RESOURCES COMMITTEE MEETING HELD ON 2<sup>nd</sup> JUNE 2025 REFERS**

*Cllrs. Batley, Goodheart, Nash, Miss. Needs, Oppler, Stanley, Mrs. Warr and Mrs. Yeates stated that as a Member of Arun District Council, they would not take part in the discussion and would refrain from voting*

The Deputy Clerk's report was **NOTED**.

It was proposed, and seconded, that Cllrs. White and Woodall be appointed as Members of the Bognor Regis Town Hall Working Party and this was **AGREED**.

**142. TO RECEIVE ANY UPDATES ON REGENERATION IN THE TOWN INCLUDING REPORT FROM CLLR. NASH (IF AVAILABLE)**

Cllr. Nash gave a verbal report to Members, a summary of which included the following updates: -

- The opening of the Alexandra Theatre had been rescheduled to 6<sup>th</sup> October 2026.
- The Arcade planning application was due to be considered by the Arun District Council Planning Committee next week.
- Construction of the Premier Inn was expected to be completed at the end of February 2026. In relation to the Fire Station frieze that had been removed from the original building before it was demolished, it was clarified that a new frieze was being manufactured to replicate the original sign, which had reached the end of its operational life.

**143. MAYOR'S REPORT AND DUTIES UNDERTAKEN**

The report on the Mayor's activities was **NOTED**.

**144. TOWN CRIER'S REPORT AND DUTIES UNDERTAKEN**

The report on the Town Crier's activities was **NOTED**.

**145. REPORTS FROM REPRESENTATIVES TO OTHER ORGANISATIONS**

Members **NOTED** that no reports had been received from Councillors as representatives of other organisations.

Cllr. Woodall stated that he had returned his report via the post box at the Town Hall, but it had not been received in time. His report included the following: -

**145.1 Cllr. Woodall** - Bognor Regis Carnival Association.

Verbal reports:

**145.2 Cllr. Batley** - Arun Supporting Families Locality Group.

**145.3 Cllr. White** - The 39 Club; Bognor Regis Heritage & Arts Partnership Board.

**145.4 Cllr. Yeates** - Stonepillow.

**146. TO RECEIVE A REPORT FROM OFFICERS FOLLOWING ANY ATTENDANCE AT THE MONTHLY ARUN PARISH MEETING WITH THE NEIGHBOURHOOD POLICING TEAM**

The Deputy Clerk's report was **NOTED**.

**147. TO RECEIVE CORRESPONDENCE**

The Committee **NOTED** receipt of correspondence as detailed in the list.

**148. PICTUREDROME SITE UPDATE INCLUDING:-**

**148.1 Director's report, any urgent actions taken for ratification**

The previously circulated Director's report was **NOTED**, with the actions taken, and expenditure **RATIFIED**.

**148.2 To note receipt of £15,000 Management fee from The Bognor Pier Company Ltd. (Instalment for 2025)**

Members **NOTED** the receipt of £15,000 Management fee from The Bognor Pier Company Ltd. (Instalment for 2025).

***The Meeting closed at 7.28pm***