



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE ADDITIONAL ALLOTMENTS SUB-COMMITTEE MEETING

TUESDAY 17th SEPTEMBER 2013

PRESENT: Cllrs. P. Dillon, J. Brooks, W. Toovey and Mrs. J. Warr.

IN ATTENDANCE: Mr. P. Ledword, Mr. M. Bicknell, and Mrs. V. Johnson.
(Tenants' Representatives)
Sheila Green (Allotment Committee Clerk)

The meeting opened at 6.35pm

22. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

Apologies had been received from Cllr. T. Gardiner.

23. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of Pecuniary and/or non-Pecuniary 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 non-Pecuniary interest and the nature of the interest
- c) Whether it is also a 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 take no 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 Pecuniary and non-Pecuniary. These forms to 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 Pecuniary Interests, not already recorded on their Register of Interests Form, within 28 days.

The Sub-Committee noted that there were no Declarations of Interest made at this point in the Meeting.

24. **TO CONSIDER QUOTATIONS FOR REPLACEMENT FENCING ON THE SANDRINGHAM WAY SIDE OF THE ORIGINAL ALLOTMENT SITE. REPORT ATTACHED.**

The report from the Project & Street Scene Officer detailing the reasons why it was necessary to erect replacement fencing on the Gravits Lane allotment site was noted. The Chairman highlighted to the Sub-Committee and tenant representatives that the agenda item was for consideration of choosing a contractor only at this stage. The recommendations would need to be approved by the Environment & Leisure Committee and the Policy & Resources Committee before proceeding with any works. The Project & Street Scene Officer reported that the offer from Arun District Council to contribute to the cost of clearing the fence would be forthcoming but at this stage she was unaware of the amount. She also pointed out that at the time of preparing the report the exact figure for security fencing from Option A was not available but could confirm verbally that it would be no more than £250.00

Funding for the project would be made available from the following:

£2500 from Earmarked Reserves

£1000 from Current Budget

The balance from the Rolling Capital Programme Budget less any contribution from Arun District Council.

The Sub-Committee considered the 3 quotations received for clearance and replacement fencing at the site and **AGREED to RECOMMEND** Option 1 to the Environment & Leisure Committee as follows:

Fencing **£4474.29**

Clearance **£4800.00**

Total £9274.29 excluding VAT

The meeting closed at 6.20pm