



BOGNOR REGIS TOWN COUNCIL

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

Dear Sir/Madam,

MEETING OF THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE

I hereby give you Notice that a Meeting of the Community Engagement and Environment Committee of the Bognor Regis Town Council will be held in the John Parry Room 1, University of Chichester Bognor Regis Campus, Upper Bognor Road, Bognor Regis at **6.30pm on MONDAY 9th AUGUST 2021**

All Members of the Community Engagement and Environment Committee are **HEREBY SUMMONED** to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder. An opportunity will be afforded to **Members of the Public** to put **Questions/Statements** to the Committee during an adjournment shortly after the meeting has commenced. (NOTE: Members of the public will be asked to provide their name and are encouraged to put questions/statements in advance, in writing. Priority will be given to written questions/statements and these should be restricted to the functions of this Committee.)

It is intended that the meeting may be viewed remotely via the Town Council's Facebook page.

DATED THIS 3rd AUGUST 2021

TOWN CLERK

THE AGENDA and BUSINESS to be TRANSACTED is:

1. Chairman's Announcement and Apologies for Absence
2. Declarations of Interest:
Members and Officers are invited to make any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this agenda and are reminded that they should re-declare 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 or Ordinary Interest
 - c) the nature of the Interest
 - d) if it is an Ordinary Interest whether they intend to leave the room for the discussion and vote

- e) if it is a Disclosable Pecuniary 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
3. To approve the Minutes of the Meeting held on 30th June 2021
 4. Adjournment for public questions and statements
 5. Clerk's Report
 6. To receive the Notes from the Climate Emergency Focus Group Online Open Forum Meeting held on the 4th August 2021 (if available)
 7. Ward Allocation Environmental Projects Budget including:
 - Ratification of any spend and the utilisation of any remaining funds
 8. Flexible Community Fund including:
 - To Note and determine any applications
 - To Ratify the decision for the application from the Bognor Regis Boxing Club
 9. Bognor Regis in Bloom Working Group - Consideration of the Resolutions, Recommendations and Reports in the Notes of the Non-Quorate Online Meeting held on the 6th July 2021
 10. Update on Youth Provision
 11. Rampion 2 Project - Update from Cllr. Barrett on the Online Public Consultation Forum for Town and Parish Councils held 28th July 2021
 12. To reconsider the recommendation by this Committee to Council to formally commit in principle to supporting a built ramp for Bognor Regis (referred back by Council at the Meeting held 5th July 2021 - Min. 45.6 refers)
 13. Correspondence

All members of the public are welcome to attend.



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MINUTES OF THE MEETING OF THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE HELD ON MONDAY 30th JUNE 2021

PRESENT: Cllr. W. Smith (Chairman); Cllrs. J. Barrett,
J. Brooks and Mrs. J. Warr

IN ATTENDANCE: Mrs. S. Hodgson (Projects Officer)
Mrs. J. Davis (recording the Meeting)
0 members of the public

The Meeting opened at 10.30am

1. **TO NOTE THE APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN AS AGREED AT THE ANNUAL TOWN MEETING ON THE 4th MAY 2021**

Members **NOTED** the appointment of Cllr. Smith as Chairman and Cllr. Ms. Sharples as Vice-Chairman as agreed at the Annual Town Council Meeting held on the 4th May 2021.

2. **CHAIRMAN'S ANNOUNCEMENT AND APOLOGIES FOR ABSENCE**

The Chairman welcomed everyone present and read the Council's opening statement.

Apologies had been received from Cllr. Miss. Needs due to Covid Restrictions, Cllr. Ms. Sharples due to family commitments and Cllrs. Batley and Cunard due to work commitments.

No apologies had been received from Cllr. Jones.

3. **DECLARATIONS OF INTEREST**

The Chairman addressed each participating Member in alphabetical order to ask if they wished to confirm any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this Agenda.

As noted on the Agenda, Members and Officers should make their declaration by stating:

- a) the item they have the Interest in
- b) whether it is a Disclosable Pecuniary or Ordinary Interest
- c) the nature of the Interest

- d) if it is an Ordinary Interest whether they intend to temporarily leave the meeting for the discussion and vote
- e) if it is a Disclosable Pecuniary Interest, and therefore must temporarily leave the meeting for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question

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 Interests or Ordinary Interests notifiable under the Council's Code of Conduct, not already recorded on their Register of Interests Form, within 28 days.

The Chairman 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 at this time

4. **TO RATIFY THE DECISIONS OF THE ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE MEETING HELD ON THE 12th APRIL 2021 AND TO APPROVE THE MINUTES**

Members unanimously **AGREED** to **RATIFY** the decisions of the Online Community Engagement and Environment Committee Meeting held on the 12th April 2021.

Members were asked if there were any objections to the Minutes of the last Online Committee Meeting, held on the 12th April 2021. There being no objections, the Committee **APPROVED** the Minutes of the Online Meeting held on 12th April 2021 as an accurate record of the proceedings and the Chairman duly signed them.

5. **APPOINTMENT OF SUB-COMMITTEES, WORKING GROUPS AND TOPIC TEAMS: BOGNOR REGIS IN BLOOM WORKING GROUP INCLUDING CONSIDERATION OF RECOMMENDATIONS TO COUNCIL OF CO-OPTIONS FOR RATIFICATION, BEACH & SEA ACCESS TOPIC TEAM, YOUTH PROVISION STEERING GROUP, CLIMATE EMERGENCY FOCUS GROUP**

The Projects Officer's report was **NOTED**.

- 5.1 Members unanimously **AGREED** to the appointment of the Bognor Regis In Bloom Working Group including, Cllrs. Goodheart, Mrs. Warr and Woodall, together with the **RECOMMENDATION** to **COUNCIL** of the co-opted members; Mrs. M. Huntingdon, Mr. B. Jackson, Mrs. J. Jackson, Mrs. P. Keane, Mrs. G. Edom, Mr. R. Earl, Mr. E. Fane and a representative from the Arun District Council Parks and Greenspace department.

- 5.2 Members unanimously **AGREED** to appoint the Beach & Sea Access Topic Team together with the **RECOMMENDATION** to **COUNCIL** to the appointment of Cllrs. Barrett, Brooks and Mrs. J. Warr to sit on the Topic Team.
- 5.3 Members unanimously **AGREED** to appoint the Youth Provision Steering Group together with the **RECOMMENDATION** to **COUNCIL** to appoint the Chairman of the Community Engagement and Environment Committee, Cllr. Smith, to sit on the Steering Group.
- 5.4 Members unanimously **AGREED** to appoint the Climate Emergency Focus Group together with the **RECOMMENDATION** to **COUNCIL** to appoint Cllrs. Barrett, Brooks and Mrs. J. Warr to sit on the Focus Group.
6. **TO CONSIDER TERMS OF REFERENCE FOR THE FOLLOWING COMMITTEES, WORKING GROUPS AND TOPIC TEAMS INCLUDING UPDATES AND AMENDMENTS IF REQUIRED**
The Projects Officer's report, including the related Appendices were **NOTED**.
- 6.1 **Community Engagement And Environment Committee**
Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the Terms of Reference for the Community Engagement and Environment Committee with no amendments.
- 6.2 **Bognor Regis In Bloom Working Group**
Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the Terms of Reference for the Bognor Regis In Bloom Working Group including the recommendation to amend the number of Authority Members from six to three.
- 6.3 **Beach & Sea Access Topic Team**
Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the Terms of Reference for the Beach & Sea Access Topic Team with no amendments.
- 6.4 **Youth Provision Steering Group**
Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the new Terms of Reference for the Youth Provision Steering Group as detailed in the Officers recommendations in the accompanying report.
- 6.5 **Climate Emergency Focus Group**
Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the Terms of Reference for the Climate Emergency Focus Group with no amendments.

7. **ADJOURNMENT FOR PUBLIC QUESTIONS AND STATEMENTS**

There were no Public Questions or Statements.

8. **CLERK'S REPORT**

There were no updates to report.

9. **TO RECEIVE THE NOTES FROM THE ONLINE COMMUNITY OPEN FORUM MEETING HELD ON THE 26th MAY 2021 INCLUDING: CONSIDERATION OF ANY ITEMS FOR A FUTURE AGENDA: ARRANGEMENTS FOR THE NEXT MEETING**

The Projects Officer's report, including the Notes for the Online Community Open Forum Meeting held on the 26th May 2021 which recorded that there were no questions or statements from members of the public, was **NOTED**.

Members unanimously **AGREED** for Officers to make arrangements for the next online Community Open Forum Meeting, noting that the next meeting would be a daytime meeting.

10. **WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET INCLUDING: RATIFICATION OF ANY SPEND AND THE UTILISATION OF ANY REMAINING FUNDS**

The Projects Officer's report confirming that there had been no expenditure since the last meeting requiring ratification, together with the accompanying Appendix were **NOTED**.

A Member asked when the cut-off date for utilisation of funds for this year's allocation was. Members were advised that the 2021/22 allocation was from April 2021-March 2022. However, Members were reminded that it had previously been agreed by the Policy and Resources Committee that any unspent allocation could be carried forward to the next financial year.

11. **FLEXIBLE COMMUNITY FUND INCLUDING: TO NOTE AND DETERMINE ANY APPLICATIONS, TO RECEIVE FEEDBACK FROM PREVIOUS FUNDING APPLICATIONS**

The Projects Officer's report, including feedback from previous recipients of the Flexible Community Fund - Makerspace, Bognor Regis Yacht Club, St Mary's Catholic School and the Bognor Regis Youth Football Club together with the accompanying Appendix were **NOTED**.

Members unanimously **AGREED** to support the application from the Bognor Regis Sailing Club for £500 to go towards essential updates to the changing room and toilets.

Members unanimously **AGREED** to support the application from the Bognor Regis Town Youth Football Club for £960 to allow for six managers to take their FA Level 1 qualification to improve their knowledge in coaching children and young adults.

Cllr. Brooks declared an Ordinary Interest during this item due to his company being a supplier of services to Bognor Regis FC

12. **TO RECEIVE THE NOTES FROM THE ONLINE CLIMATE EMERGENCY FOCUS GROUP MEETING HELD ON THE 20th MAY 2021 AND CONSIDERATION OF ANY RECOMMENDATIONS**

The Projects Officer's report, including the Notes of the Online Meeting of the Climate Emergency Focus Group held on the 20th May 2021, was **NOTED**.

Members unanimously **AGREED** to the recommendations from the Climate Emergency Focus Groups as follows:

- To support ParkVision
- To make a **RECOMMENDATION** to the Bognor Regis In Bloom Working Group to seek to increase their Environmental Projects Budget to support Parkvision
- That future meetings of the Climate Emergency Focus Group be live streamed with a period of time to take questions and comments from Facebook/members of public
- For alternate meetings to be held in an open forum style
- To hold more meetings

13. **TO RECEIVE THE NOTES FROM THE ONLINE BEACH & SEA ACCESS TOPIC TEAM HELD ON THE 12th MAY 2021 AND CONSIDERATION OF ANY RECOMMENDATIONS**

The Projects Officer's report, including the Notes of the Online Meeting of the Beach & Sea Access Topic Team, was **NOTED**.

Members unanimously **AGREED** to the recommendation from the Beach & Sea Access Topic Team to send a letter to the ADC Chief Executive in response to his letter dated 17th January 2020, to clarify the current ADC position including the points outlined in the accompanying report.

Following discussion on the second recommendation from the Beach & Sea Access Topic Team, Members further unanimously **AGREED** an amendment to the recommendation as follows:

For this Committee to **RECOMMEND** to **COUNCIL**, to formally commit in principle to supporting a built ramp for Bognor Regs, subject to a review should any new ideas or proposals come forward and if BRTC will offer any financial support to the project either capital, revenue or operational.

14. **BOGNOR REGIS IN BLOOM WORKING GROUP - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE NON-QUORATE ONLINE MEETING HELD ON THE 17th MAY 2021**

The Projects Officer's report, including the notes of the non-quorate Online Meeting of the Bognor Regis In Bloom Working Group held on 17th May 2021, was **NOTED**.

It was noted that the first two decisions as detailed in the report had already been dealt with under Agenda item 5 (Min. 5.1 above refers).

Members unanimously **AGREED** to **RATIFY** the expenditure of £2,480 plus VAT from the Passenger Benefit Fund.

15. **TO RATIFY ARRANGEMENTS FOR PLAYRANGERS PLAY DAYS EVENT FOR AUGUST 2021**

Members unanimously **AGREED** to **RATIFY** the arrangements for the Playrangers Play Days event for August 2021 at a total cost of £3,900.

16. **FURTHER DISCUSSIONS ON THE "SEASIDE GARDENS" - MIN. 158.1 REFERS**

The Projects Officer's report, including an update on the previous consideration of this matter by the Policy and Resources Committee in 2019, was **NOTED**.

A Member felt that whilst he was appreciative of wilder planting and respectful of climate change, he felt that areas labelled "Gardens" should reflect the more traditional seaside look and include bedding plants with displays of colour and formal presentation. Another Member supported these comments.

Following discussion Members unanimously **AGREED** for a further approach to be made to ADC to ask them to consider that, whilst keeping water saving and sustainable plants, areas marked "gardens" should include colour and more formal bedding. Members further **AGREED** to ask ADC to also consider some partnership/sponsorship working with community groups and possibly Bognor Regis in Bloom to help deliver this.

17. **UPDATE ON YOUTH PROVISION INCLUDING; UPDATE FROM SCYP AND A PROPOSAL FROM UCAN SPRAY RE: COMMUNITY CENTRE WESTLOATS LANE**

The Projects Officer's report and accompanying Appendix were **NOTED**.

Members unanimously **AGREED** to match fund the proposal from UCAN Spray for funding of £2,500 from the Youth Provision Budget.

18. CONSIDERATION OF WHETHER TO APPOINT A NEW REPRESENTATIVE FOR THE RAMPION 2 PROJECT

The Projects Officer's report and accompanying Appendix were **NOTED**.

Members unanimously **AGREED** to appoint a representative on behalf of BRTC to participate in the Community Public Liaison Group meetings in relation to the Rampion 2 Project.

Members unanimously **AGREED** to **RECOMMEND** to **COUNCIL** that Cllr. Barrett be appointed as the representative.

19. CORRESPONDENCE

The correspondence list as circulated with the Agenda was **NOTED**.

The Clerk reported an additional piece of correspondence that had been received from a member of the public emailing a link to an article in the Bognor Regis Observer regarding Grandads Front Room.

Cllr. Brooks asked the Clerk for a copy of the correspondence relating to item 5 on the correspondence list.

The Meeting closed at 11.23am

AGENDA ITEM 6

**BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
9th AUGUST 2021**

AGENDA ITEM 6 - TO RECEIVE THE NOTES FROM THE CLIMATE EMERGENCY FOCUS GROUP ONLINE OPEN FORUM MEETING HELD ON THE 4th AUGUST 2021

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION

Members are asked to receive the Notes of the Climate Emergency Focus Group Online Open Forum Meeting held on 4th August 2021 (**Appendix 1**).

Online Climate Emergency Focus Group Open forum held 4th August 2021

In attendance:

Bognor Regis Town Council

Councillors: Mrs. Staniforth(Chairman), Brooks and Barrett

Focus Group: Kim Davis, Gillian Edom and Clive Mott

Committee Clerk. Sheila Hodgson

There were some technical problems throughout the meeting however, it was streamed live to Facebook

Comments:

Sky News (Freeview channel 233) have a daily climate change show at 6.30pm daily repeated at 9.30pm. It is the only regular programme that reports stories of climate change as it happens.

The group focus on tackling local issues such as, cycle hubs, promoting public transport use over car, bee stops etc. but one way to have a more global effect would be to get on board with petitions by advertising, signing and sharing.

There is a lot of local group activity in Bognor Regis to do with biodiversity as a whole with a lot of people doing pro-active things but there is not always a good connection. Lots of people want to do things but can be reluctant to volunteer as they don't necessarily know what they are getting involved in and at what level. How can we find a way of binding all these groups together in a more holistic approach so people can find out what they want to be involved in and at a level that suits them?

Erigeron Karvinskianus aka Mexican Fleabane or Australian Daisy is a really pretty street plant that can grow on pavements. (see area by Morrisons)



Would the Town Council be willing to offer some to the public for residents to grow and manage in their streets?

Kim is investigating a possible joint initiative with ADC for a food forest project at Longbrook Park. This has a lot of scope and could involve university students and Butlins. She is also liaising with WSCC Highways regarding low growing wildflowers on verges.

The Rampion 2 project is holding a series of public consultations. Information can be viewed on their website <https://rampion2.com/>

Personal Green Score Initiative. Individuals and families could be awarded and encouraged to collect points for things they are doing or have done locally. For example, points could be awarded for using a bike over a car, using a smart meter, bee hotels, stainable planting etc. May even involve whole streets or communities coming together to collect collective points.

Can we try and get some feedback or photos on the bee bombs that were handed out?

AGENDA ITEM 7

**BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
9th AUGUST 2021**

**AGENDA ITEM 7 - WARD ALLOCATION ENVIRONMENTAL PROJECTS
BUDGET INCLUDING:**

- RATIFICATION OF ANY SPEND AND THE UTILISATION OF ANY
REMAINING FUNDS**

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION

Members are invited to Note the balances for the Ward Allocation budgets for 2021/22 as appended to this report (**Appendix 1**).

There has been no expenditure since the last meeting that requires ratification.

WARD ALLOCATION 2021/22

FUNDS	HOTHAM	MARINE	ORCHARD	PEVENSEY	HATHERLEIGH
Allowance 2021/22	£500.00	£500.00	£500.00	£378.00	£125.00
Funds B/Fwd from 2020/21	£174.00	NIL	£750.00	£0.00	£250.00
Sub Total	£674.00	£500.00	£1,250.00	£375.00	£375.00
Less					
Total left Available	£674.00	£500.00	£1,250.00	£375.00	£375.00

**£49.00 Earmarked from the old Marine North Ward to purchase more beach litter posters.*

**BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
9th AUGUST 2021**

AGENDA ITEM 8 - FLEXIBLE COMMUNITY FUND INCLUDING:

- **TO NOTE AND DETERMINE ANY APPLICATIONS**
- **TO RATIFY THE DECISION FOR THE APPLICATION FROM THE BOGNOR REGIS BOXING CLUB**

REPORT BY THE PROJECTS OFFICER

**FOR INFORMATION
AND DECISION**

To Note and Determine any Applications

There are no new applications to be considered by the Committee.

To ratify the decision for the application from the Bognor Regis Boxing Club

Flexible Community Fund Application - Balance £1,620.00 (**Appendix 1**).

Members are asked to ratify the following decision, as agreed by the Town Clerk and Chairman under Delegated Authority and confirmed via email by the following Members: Cllrs: Barratt, Brooks, Miss. Needs, Smith and Mrs. Staniforth, not to support the application from the Bognor Regis Boxing Club.

The application for £1,250 required to upholster the seating area and purchase recording equipment to aid coaching their members was felt more suited to the Town Councils Grant Aid Fund and the Boxing Club has therefore been invited to submit an application.

DECISION

Members are asked to **RATIFY** the decision **not** to support the application from the Bognor Regis Boxing Club for £1,250 to upholster the seating area and purchase recording equipment to aid coaching their members

Members are asked to Note that at their Meeting held on the 28th June 2021 – (Min. 16.4 refers), the Policy and Resources Committee approved the guidelines/criteria and application form for the Flexible Community Fund, with no amendments from the 2021 issue and furthermore agreed that submission of applications should continue to be on an electronic basis.

CE&E Committee Meeting
9th August 2021
Agenda item 8- Appendix 1

FLEXIBLE COMMUNITY FUND APRIL 2021 - MARCH 2022

2021/22 Allocation	£5,000.00
Less	£1,920.00 South Coast Sports £500.00 Bognor Regis Sailing Club £960.00 Bognor Regis Youth FC
Total Available	£1,620.00

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
9th AUGUST 2021

**AGENDA ITEM 9 - BOGNOR REGIS IN BLOOM WORKING GROUP -
CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND
REPORTS IN THE NOTES OF THE NON-QUORATE MEETING HELD ON THE
6th JULY 2021**

REPORT BY THE PROJECTS OFFICER

FOR DECISION

Members are asked to receive the Notes of the Bognor Regis in Bloom Working Group Meeting held on 6th July 2021 (**Appendix 1**).

As Members will note, this meeting was not quorate and therefore Members are asked to **RATIFY** the following recommendations:

- Further to the recommendations to the Community Engagement and Environment Committee, made at the last Meeting, Members are asked to **AGREE** to **RECOMMEND** to Council the appointment of Mr. P. Dillon and Mr. D. Meagher as Co-opted members of the Bognor Regis In Bloom Working Group for the municipal year.
- To **RATIFY** expenditure of £30 for vouchers for the winners of the Guides' Competition to be funded from 2021 Competition Expenses budget.

DECISIONS

To **AGREE** to **RECOMMEND** to Council the further appointment of Mr. P. Dillon and Mr. D. Meagher as Co-opted members to the Bognor Regis in Bloom Working Group for the municipal year.

To **RATIFY** the expenditure of £30 for vouchers for the winners of the Guides' Competition to be funded from 2021 Competition Expenses budget.

NOTES AND RECOMMENDATIONS

Bognor Regis Town Council
Bognor Regis in Bloom Working Group
Tuesday 6th July 2021

PRESENT: Cllr. S. Goodheart, also P. Dillon, Mrs. M. Huntingdon, Mr. B. Jackson, and Mrs. R. Vervecken (Committee Clerk)

The Meeting began at 10.00am

It was noted that the meeting was non-quorate and that any decisions would need to be made as Recommendations to the Community Engagement and Environment Committee

1. APOLOGIES FOR ABSENCE

Apologies had been received from Ms. G. Edom (GE), Mr. R. Earl (RE), Mrs. J. Jackson (JJ) and Ms. P. Keane (PK).

2. TO RECOMMEND TO THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE, ADDITIONAL MEMBERS WISHING TO REMAIN ON THE WORKING GROUP (SEE LAST NOTES)

The Committee Clerk (CC) had been awaiting confirmation from some Members, as to whether they wished to remain on the Working Group, now that the Annual Meeting of the Town Council has taken place.

Further to the recommendations to the Community Engagement and Environment Committee, made at the last meeting, Mr. P. Dillon, Ms. P. Keane, Mr. R. Earl, Mr. D Meagher and Mr. E. Fane also wished to remain as Co-opted members for the municipal year, along with Councillors Mrs. J. Warr and P. Woodall. Members present **AGREED** to **RECOMMEND** continued membership on the Bognor Regis in Bloom Working Group, of those named above, to the Community Engagement and Environment Committee.

3. APPROVAL OF THE NOTES OF THE MEETING HELD ON 12th MARCH 2019 AND THE NON-QUORATE NOTES OF 30th APRIL 2019, 27th JUNE 2019, 29th AUGUST 2019 AND 3rd OCTOBER 2019, 16th JANUARY 2020, 22nd NOVEMBER 2020, 22nd MARCH 2021 AND 17th MAY 2021

As the meeting was not quorate, the Notes would be formally approved at the next quorate meeting but, in the meantime, they were **RECOMMENDED** to the Community Engagement and Environment Committee.

4. BOGNOR REGIS IN BLOOM (BRiB) INCLUDING: - BRIB ANNUAL COMPETITION - TO DISCUSS JUDGING DETAILS; GUIDES' COMPETITION - TO NOTE DATE OF PLANNED PLANTING. TO RATIFY WINNING DESIGNS, ALSO COSTS OF PLAQUES AND VOUCHERS (IF APPLICABLE)

BRiB Annual Competition – To discuss judging details:

Members noted that the closing date for this competition has now passed. MH had posted entry forms through 50 doors with beautiful front gardens this year, in the hopes of attaining some new entries into the competition. Although 8 or 9 of those had now entered, MH was slightly disappointed that the number of new entrants was not higher. Entries had now been collated and B. and J. Jackson (BJ and JJ), P. Dillon (PD), Cllr. Goodheart (SG), G. Edom (GE), M. Huntingdon (MH) and R. Earl (RE) volunteered to judge the various categories. The CC shall email categories to each, with judging needing to be completed during July.

Guides' competition - To discuss judging, agree a planting location for winning designs, and prizes for winners:

The winning designs have already been planted into the seafront mounds, at the rear of the Regis Centre car park and composite signs, informing what the designs are for, will be put into the ground by Town Force. The presentation will be taking place on Thursday 8th July at 4.15pm at the mounds. The CC reminded any Members wanting to attend to register their interest, to ensure numbers are not too excessive. The Mayor will be in attendance to present certificates and vouchers and to give a short speech. Girlguiding leaders and the winners' parents will also be present. Photos will be taken by the CC for promotional purposes. The CC has now purchased 2x £15 vouchers for the winners.

Members **AGREED** to **RECOMMEND** to the Community Engagement and Environment Committee, the cost of £30 for the winners' voucher purchased, be funded from 2021 Competition Expenses budget.

5. GREAT BRITISH SPRING CLEAN 2021 - WRAP-UP OF EVENT

The CC thanked those from the Working Group who attended the beach clean as part of this campaign and informed of the interest from a number of members of the public on the day, in taking part in the next beach clean.

Members noted an email received from the Starbucks District Manager whom, after hearing of In Bloom's beach clean, is hoping to organise their own. The CC will be kept up-to-date on any developments on this so the Working Group can consider supporting this.

6. UPDATE ON BOGNOR REGIS RAILWAY STATION (PASSENGER BENEFIT FUND) PROJECT (IF AVAILABLE)

Members present were pleased to hear the tier planter and hanging baskets have now been delivered and noted that the hanging baskets were currently at Ferring Nurseries being planted up, ready for installation. MH queried what plants were being used for the hanging baskets. The CC shall investigate and report back to Members.

The CC updated Members on delays with getting approval on some aspects of the installation and equipment to be used for this. It is now looking likely that the project will begin very shortly. Members were reminded of the timescales for this project, with it needing to be completed by the end of August, with photo opportunities of the completed project in September. Members were pleased with the updates and the CC shall inform of further advancements, when applicable.

7. TO NOTE AND CONSIDER SENDING A LETTER OF REPLY, TO RESIDENT (AGED 8) FOLLOWING HER LETTER REGARDING WILDFLOWER PLANTING IN BOGNOR REGIS

The CC read the letter to those present, asking for more wildflower fields to be planted within the Town. Members were delighted to hear such initiative from a young resident of the Town. The letter had been sent to Nick Gibb MP, who had forwarded to the Town Council and therefore, Bognor Regis in Bloom, for appropriate response.

Members discussed different wildflower schemes already in the Town and future plans, specifically by Arun District Council (ADC) to further enhance this. Comment was also made that the letter could include inviting the young person to volunteer to take part in planting for the Queens' Green Canopy (QGC), as and when a project is decided.

Members present **AGREED** a letter should be sent, thanking the resident and informing of wildflowers already blooming at the Hotham Park entrance, Queensway car park and Bluebell Woods, and advising of ADC's plans for more wildflowers in the Town. The letter should also include an invitation to partake in planting schemes for the QGC. Nick Gibb MP will be copied into the response.

8. TO DISCUSS AND COMPLETE ADC TREE PLANTING STRATEGY QUESTIONNAIRE, EMAILED TO THE COMMITTEE CLERK

The questionnaire, aiming to hear of local Town and Parish Council's views on the proposed ADC Tree Planting Strategy for Arun parks and open spaces, was emailed to MH as Chairman and GE as Tree Warden, prior to the meeting.

Members discussed the value of completing this questionnaire, to ensure collaborative working with ADC for future tree planting projects and further **AGREED** the CC should email the questionnaire to all Members for completion. The CC will then collate completed questionnaires and send a united response from the Working Group by the first week of August deadline for comments.

9. AREAS OF CONCERN/EYESORES IN THE TOWN FOR POSSIBLE IN BLOOM WORKING GROUP ATTENTION, INCLUDING BT SITE AT GLOUCESTER ROAD

BT Site – The CC read to Members a letter from the Environment Officer at Bognor Regis Rotary Club sent to BT, regarding the state of the grassed area at Gloucester Road. The letter, which had been copied to Bognor Regis Town Council, complained that the area was poor advertisement, as an entrance to the Town, with the Rotary Club making suggestions for improvements to the area, including evergreen trees being planted up in

removable planters. The CC informed the Environment Officer of the Working Group's ideas and continued push to get a meeting with the Area Facilities Manager. The Rotary Club Officer and CC will keep in contact, in the hopes of arranging a meeting with BT. Members were frustrated at the constant struggle to get a response regarding this site and it was **AGREED** the CC should investigate the possibility of reaching out to BT, through the Town Council's weekly Bognor Regis Observer column.

10. ANY TREE PLANTING PROJECT UPDATES TO BE REPORTED, INCLUDING DISCUSSIONS ON THE QUEENS' GREEN CANOPY (QGC) INITIATIVE AND IN BLOOM'S INVOLVEMENT WITH TREE PLANTING PROJECTS TO MARK THIS OCCASION

Members were reminded the GreenMap initiative has been agreed through the Community Engagement and Environment Committee, and that any planting plans for the QGC can be inputted onto the map.

SG referred to the existing plan for the 'tree avenue' at Shripney, which runs from the boundaries of Bersted Parish Council to Bognor Regis. SG will liaise with Bersted Parish Council, to ensure a relationship between the two authorities is in place, for this project and any future tree planting plans, that may come into force for the QGC.

The CC told Members of the need to begin plans for this initiative, with trees planted from October 2021 until the end of the Jubilee year, counting as part of the QGC. The Woodland Trust are currently taking orders for trees for delivery and subsequent planting in November 2021. GE has a number of trees for replanting and Members acknowledged these could be planted in relation to this, if appropriate locations were found.

The stretch of road between Hawthorn Road and Nyewood Lane was suggested, as an area in need of a row of trees, as well as the triangular grassed area on the junction between the two roads. The CC will investigate ownership of both areas and the feasibility of planting trees here, as part of this initiative.

11. UPDATE FROM VOLUNTEER PROJECTS INCLUDING BOGNOR COMMUNITY GARDENERS AND GREENER BOGNOR NETWORK COMMUNITY ORCHARD PROJECT

Greener Bognor Network Community Orchard Project: MH litter picks weekly at the Orchard and reported a lot of overgrown trees and brambles, have now been cut back by ADC, making it easier to pass through. The orchard is very well used.

Bognor Community Gardeners: No update.

Hotham Park Volunteers: Five volunteers look after the rose garden, deadheading and cutting back the weeds. Roses are slightly spread this year, due to not being able to get access for pruning in January/February time. They will be cut back in October and pruned properly in February next year.

12. CORRESPONDENCE

There was no correspondence.

13. DATE OF NEXT MEETING

Members present **AGREED** a date will be liaised in the coming weeks for the next meeting, which it is hoped can be held toward the end of August. This will hopefully allow time for the next meeting to take place at the Town Hall.

The Meeting ended at 10.37am

**BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
9th AUGUST 2021**

AGENDA ITEM 10 - UPDATE ON YOUTH PROVISION

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION

Sussex Clubs for Young People and UCAN Spray are continuing to run a series of activities throughout the summer break. A full programme of events is available from the office should Members wish to view.

Arun District Council have also funded some outreach work for Bognor Regis which will be delivered by the Arun Youth Projects. After some initial scoping the team will undertake engagement within the hotspot areas of the Town.

A multi-agency approach is continuing to tackle some of the ASB issues within the Town Centre, station area and Hotham Park.

AGENDA ITEM 11

**BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
9th AUGUST 2021**

**AGENDA ITEM 11 - RAMPION 2 PROJECT - UPDATE FROM CLLR. BARRETT
ON THE ONLINE PUBLIC CONSULTATION FORUM FOR TOWN AND PARISH
COUNCILS HELD 28th JULY 2021**

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION

An Online Public Consultation Forum was held on the 28th July 2021 for Town and Parish Councils which was attended by Cllr. Barratt as the BRTC representative for the Rampion 2 project. Cllr. Barratt's will give a verbal report at the meeting.

**BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
9th AUGUST 2021**

AGENDA ITEM 12 - TO RECONSIDER THE RECOMMENDATION BY THIS COMMITTEE TO COUNCIL TO FORMALLY COMMIT IN PRINCIPLE TO SUPPORTING A BUILT RAMP FOR BOGNOR REGIS (REFERRED BACK BY COUNCIL AT THE MEETING HELD 5th JULY 2021 - MIN. 45.6 REFERS)

REPORT BY THE PROJECTS OFFICER

FOR DECISION

At the meeting of 30th June 2021 (Min. 13 refers), this Committee made a recommendation to Council to formally commit in principle to supporting a built ramp for Bognor Regs, subject to a review should any new ideas or proposals come forward and if BRTC will offer any financial support to the project either capital, revenue or operational.

At the Council meeting held 5th July 2021 (Min. 45.6 refers), the Council rejected the recommendation as presented and Members agreed that the matter should be referred back to the Community Engagement and Environment Committee with consideration of "built ramp" being replaced by "beach access" in the wording of the recommendation.

Members are therefore invited to agree how they wish to proceed.

DECISION

How do Members **AGREE** to proceed?

**BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
9th AUGUST 2021**

CORRESPONDENCE

1. Email – Bognor Regis Youth Football Club – thanking BRTC for FCF funding
2. Email – WSALC – long standing issues with Southern Water over waste and sewage leakage
3. Email – VAAC – Community Transport Forum