



# BOGNOR REGIS TOWN COUNCIL

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,  
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## **ANNUAL TOWN MEETING OF ELECTORS FOR 2022**

The Annual Town Meeting will take place at **The Jeneses Centre, 45 Linden Road, Bognor Regis, West Sussex** at **6.30pm** on **Monday 14<sup>th</sup> MARCH 2022**. The Chairman of the Meeting will be the Town Mayor.

The Meeting is primarily intended for persons registered as local government electors for the Town & Parish of Bognor Regis. However, all members of the Public and Press are most welcome to attend. Any matters affecting the Parish may be discussed. County and District Councillors are being invited to attend. **Only persons registered as local government electors for the Town & Parish of Bognor Regis are entitled to vote at the Meeting.**

### **A G E N D A**

1. Welcome by the Town Mayor and introduction of Councillors present
2. To approve and sign the **Minutes** of the Town Meeting of Electors held on Monday 18<sup>th</sup> March 2019 and any **Matters Arising**
3. To receive the **Annual Report** of the Council
4. To receive the **Accounts** of the Town Council year ending 31<sup>st</sup> March 2021 and Budget for 2022-2023
5. To receive the **Accounts** of the Bognor Pier Company Ltd. year ending 31<sup>st</sup> December 2021
6. To consider **Resolutions** of which written notice has been given by **Friday 11<sup>th</sup> March 2022**
7. To welcome Heather Allen, Bognor Regis BID Co-Ordinator, to give a presentation and to take questions
8. To welcome Rebecca White, Bognor Regis Regeneration Board Executive Director, to give a presentation and to take questions
9. Open Forum with questions to Councillors/Attendees

**DATED this 28<sup>th</sup> day of February 2022**

**Town Clerk**

**Town Mayor**



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## **MINUTES AND REPORT OF THE TOWN MEETING OF THE ELECTORS OF BOGNOR REGIS HELD ON MONDAY 18<sup>th</sup> MARCH 2019**

### **PRESENT (BRTC)**

Cllr. S. Reynolds - Town Mayor (in the chair)  
Cllr. J. Brooks  
Cllr. J. Cosgrove  
Cllr. P. Dillon  
Cllr. S. Goodheart (during Min. 3)  
Cllr. M. Stanley  
Cllr. Mrs. J. Warr  
Cllr. P. Woodall  
(Note: Cllrs. Brooks, Dillon, Reynolds, and Stanley are also Arun District Councillors)

### **IN ATTENDANCE**

Mrs. G. Frost (Town Clerk)  
Mrs. S. Norman (Deputy Clerk)  
Mrs. J. Davis (Civic & Office Manager)  
Ms. L. Goldsmith (Leader of West Sussex County Council)  
2 representatives of the press  
Approximately 17 members of the public

### **COPIES OF DOCUMENTS AVAILABLE FOR THE PUBLIC**

Notice and Agenda for the Meeting  
Minutes of the Town Meeting of Electors held on 21<sup>st</sup> November 2018  
Audited Accounts to 31<sup>st</sup> March 2018  
Proposed Expenditure for the year 2019-2020  
Bognor Pier Company Ltd Accounts to 31<sup>st</sup> December 2018  
Copy of Resolutions received for which written notice was given  
Regeneration Questionnaire results  
Schedule of Councillors' Attendance at Meetings

***The Meeting opened at 7.32pm***

**1. WELCOME BY THE TOWN MAYOR AND INTRODUCTION OF COUNCILLORS PRESENT**

The Town Mayor welcomed everyone to the meeting and attention was drawn to the evacuation procedure in the event of fire. The Town Mayor introduced Councillors to those present. Apologies for absence were noted from Cllrs. Cunard, Mrs. Daniells and Gardiner.

**2. TO APPROVE AND SIGN THE MINUTES OF THE TOWN MEETING OF ELECTORS HELD ON WEDNESDAY 21<sup>st</sup> NOVEMBER 2018 AND ANY MATTERS ARISING**

The Minutes of the Town Meeting of Electors held on Wednesday 21<sup>st</sup> November 2018 were considered and agreed as a true record and signed by the Town Mayor as presiding Chairman. There were no matters arising.

**3. TO RECEIVE THE ANNUAL REPORT OF THE COUNCIL**

The Town Mayor gave his report (appended to Minutes as **Appendix 1**).

The Mayor then reminded those Town and District Councillors, present at the meeting, that the period of Purdah had begun in the Arun District that day and, therefore, they must be mindful of this.

**4. TO RECEIVE THE ACCOUNTS OF THE TOWN COUNCIL YEAR ENDING 31<sup>st</sup> MARCH 2018 AND BUDGET FOR 2019-2020**

The Town Council's Accounts to year ending 31<sup>st</sup> March 2018 were duly noted and accepted. The Vice-Chairman of the Policy and Resources Committee, Cllr. Stanley gave the Chairman's report on the budget (appended to Minutes as **Appendix 2**).

**5. TO RECEIVE THE ACCOUNTS OF THE BOGNOR PIER COMPANY LTD YEAR ENDING 31<sup>st</sup> DECEMBER 2018 (IF AVAILABLE)**

The Accounts were duly noted and accepted.

**6. TO CONSIDER RESOLUTIONS OF WHICH WRITTEN NOTICE HAS BEEN GIVEN BY FRIDAY 15<sup>th</sup> MARCH 2019**

The following **Resolutions** had been received:

**6.1**

*This Annual Meeting of Electors*

*Thanks, the Town Council for conducting the survey of views concerning the proposed Linear Park and the Sunken Gardens;*

*Confirms the need for residents in the wider Bognor Regis Urban Area (6 parishes) to have a final say on which Regeneration Scheme goes forward and demands that Arun District Council facilitate this choice, laying out the viable schemes that are extant, with relevant status details;*

*Failing this, requests the Town Council to further consider this matter to enable residents to make their views known;*

*Reminds Arun District Council as landowner of the Regis Centre and Hothampton sites that it acts for the public interest, not as a private landowner.*

**Proposed** Cllr. Cosgrove **Seconded** Cllr. Stanley

Cllr. Cosgrove spoke for the Motion. His personal interpretation of the results from the regeneration survey carried out by the Town Council, and of the views expressed at the Town Meeting of Electors held in November 2018, led him to be of the opinion that there is clear opposition to Arun District Council's proposed Linear Park with preference that the Sunken Gardens be retained. Cllr. Cosgrove spoke of alternative regeneration schemes for the Hothampton Site and the importance that these be fully considered with proper public consultation and exhibition of proposals, including the viability of each scheme, thereby allowing residents to vote for their preferred scheme.

As seconder, Cllr. Stanley spoke for the Motion.

Discussion followed with comments made regarding the importance of the Health Centre, with concern expressed as to how any proposed schemes might affect this provision, and the view that Arun District Council should consider themselves as caretakers for the community and must, therefore, listen to the community's opinion on regeneration proposals.

A vote of electors of the six Wards was taken and the result was 9 for, 0 against and 0 abstentions. Accordingly, the Resolution was **CARRIED**.

A courtesy non-electors vote was taken, 6 in favour, 0 against and 3 abstentions.

## 6.2

*This Annual Meeting of Electors*

*Supports the call for an Independent Inquiry into the neglect of properties owned by Arun District Council and urges the Town Council to do its utmost to secure this. Requests the Town Clerk write to the Secretary of State, James Brokenshire MP, to convey this meeting's position on this matter.*

**Proposed** Cllr. Cosgrove **Seconded** Cllr. Goodheart

Cllr. Cosgrove spoke for the Motion and informed those present that the Resolution was in particular reference to 2-4 Waterloo Square, 6-8 Waterloo Square and the site on the corner of The Esplanade and Waterloo Square where the Beach Restaurant once stood before it burnt down.

Cllr. Cosgrove explained the investigations that he had personally undertaken in an attempt to ascertain the ownership of the buildings/land at these locations, which had included Freedom of Information requests to Arun District Council eliciting disappointing responses to his enquiries.

In respect of the three properties referred to, Cllr. Cosgrove questioned the state of deterioration and disrepair that had been allowed to happen. In contrast to the condition of these properties, Cllr. Cosgrove gave details of another Arun owned building in Waterloo Square whereby alleged dilapidation was found and the leaseholder subsequently taken to court by Arun, only for the case to be later dismissed. By comparison, questions were asked as to why such attention into the condition of 2-4 Waterloo Square was not given. He went on to share his belief that Arun District Council hold a position of stewardship in the Town, with which comes a level of accountability.

In closing, Cllr. Cosgrove declared the case of 2-4 Waterloo Square as an extraordinary situation where the planning application for demolition was superseded by Environmental Health condemning the building. Cllr. Cosgrove would like to call for an internal inquiry into the case, with the Secretary of State, James Brokenshire MP, being made aware.

As seconder, Cllr. Goodheart spoke to the Motion and asked that, in addition to requesting an independent inquiry, a list of properties owned by Arun District Council could also be established. Whilst Cllr. Cosgrove acknowledged the relevance of listing all other Arun owned properties, as proposer he felt it was important that the Resolution focus on the properties mentioned in Waterloo Square.

Those present commented/discussed:

Future plans for the Town Hall.

Freedom of Information request details available on [whatdotheyknow.com](http://whatdotheyknow.com), made to Arun District Council.

Evidence of professional reports stating that 2-4 Waterloo Square must be demolished.

Importance of prioritising and preserving the Town's heritage.

As proposer of the original Motion, Cllr. Cosgrove suggested an addition to the Motion, of: 'in Waterloo Square'. This was accepted by the seconder of the original Motion. With the agreement of Cllrs. Cosgrove and Goodheart, the Motion was amended as follows;

*This Annual Meeting of Electors*

*Supports the call for an Independent Inquiry into the neglect of properties in Waterloo Square, owned by Arun District Council, and urges the Town Council to do its utmost to secure this. Requests the Town Clerk write to the Secretary of State, James Brokenshire MP, to convey this meeting's position on this matter.*

**Proposed** Cllr. Cosgrove **Seconded** Cllr. Goodheart

A vote was taken, and the result was 9 in favour, 0 against and 1 abstention. Accordingly, the Resolution was **RESOLVED**.

A courtesy Non-electors vote was taken, 7 in favour, 0 against and 2 abstentions.

7. Members **RESOLVED** to vary the order of business and take Agenda item 8 next, after which the final Resolution submitted under Agenda item 6 would be considered.

8. **TO WELCOME MS LOUISE GOLDSMITH, LEADER OF WEST SUSSEX COUNTY COUNCIL**

The Town Mayor welcomed the Leader of West Sussex County Council (WSSC), Ms Louise Goldsmith, to the meeting.

Ms Goldsmith thanked those present for the invitation to attend the meeting and spoke of her fondness for the Town, and the County Council's commitment to working with Bognor Regis. Reference was made by the Leader to: - WSSC's support with the development of the University of Chichester Bognor Regis Campus; the Growth Deal signed with Arun District Council to partner aspirations to improve the area and its economy; the near completion of the Creative Hub at Bognor Regis Railway Station. Ms Goldsmith had been impressed, during a visit to the Town, with the events organised over Christmas and spoke of the good things happening in Bognor Regis, including at Butlin's.

The Town Mayor invited members of the public and Councillors to ask the Leader of West Sussex County Council questions.

A summary of the questions/statements to Ms Goldsmith includes:

**Q:** Whilst the County Council have recently carried out a good deal of work on highways, grass cutting etc, the small things are also important.

**A:** Ms Goldsmith explained that the County Council had received Government funding of £6m, in October 2018, to be spent on highways by 1<sup>st</sup> April 2019. With the West Sussex County Council budget being cut by 45%, spending must focus on safety matters first and foremost.

**Q:** Bognor Regis was excluded from the A29 Realignment Scheme exhibition literature and consultation. Why was this? The A29 Realignment Scheme will meet with the Arundel Bypass at the Fontwell roundabout, with only traffic lights proposed in the scheme. Why were no obvious, alternative, proposals first considered?

**A:** Ms Goldsmith did not agree that Bognor Regis had been excluded from the consultation process and stated that the exhibitions had primarily been held in those housing areas that would be directly affected by the A29 Realignment Scheme but were open to anyone that was able to attend. The Scheme is still open for Public Consultation and comments can be submitted [online](#) until 26<sup>th</sup> April 2019.

**Q:** Having exchanged emails about the Pavilion Park proposals, and lack of public consultation from Arun District Council, it is disappointing that the Pavilion Park went through in relation to the Growth Deal agreed between the District and County Council.

**A:** Ms Goldsmith responded by stating that all correspondence received was considered during Growth Deal discussions. In light of Purdah, Ms Goldsmith was not prepared to make any further comment on this subject.

**Q:** When contacting Officers about funding opportunities at West Sussex County Council they are exemplary. However, contact with County Councillors is incredibly difficult, and they seem uninterested and out of touch. How can we get West Sussex County Councillors more involved in Bognor Regis and in touch with their commitments, and will the Leader take these comments back to Council?

**A:** Ms Goldsmith thanked the member of the public for the complimentary comments about Officers at the County Council, and agreed that these, along with comments regarding County Councillors, would be reported back.

**Q:** Will the Leader give an indication as to whether a change of road systems in Bognor Regis would be supported, and can this item be added to dialogue with JWAAC Highways & Transport, or various departments?

**A:** Ms Goldsmith suggested that the matter be raised through the Town Councils JWACC Highways & Transport Representative, as this was the appropriate channel.

**Q:** After successful regeneration in the area, population will grow enormously with demand for some form of entertainment facility. How can we look into some sort of stadium, in 20 years' time?

**A:** Ms Goldsmith spoke of a vision for the whole coastal area being really dynamic. She spoke of regeneration in Brighton being brilliant and of how she expected this to "spin-off" to Worthing and Bognor Regis, with green shoots growing and getting stronger. Ms Goldsmith declared Bognor Regis to be an amazing place and that West Sussex County Council are always happy to help.

**Q:** With Government funding reductions being an absolute travesty, what is the Leaders' view on whether three levels of local government is sustainable, and whether the existing three levels is best for the people of the County?

**A:** In answer to the question, Ms Goldsmith explained that there is presently a system of effective, collaborative working across Councils with the willingness of everybody, sharing the same vision, and working to focus on one person - the resident.

***There being no other questions for the Leader of West Sussex County Council, the Town Mayor thanked Ms Goldsmith for attending. Ms Goldsmith declared that she would like to stay until the end of the Meeting***

**9. TO CONSIDER RESOLUTIONS OF WHICH WRITTEN NOTICE HAS BEEN GIVEN BY FRIDAY 15<sup>th</sup> MARCH 2019**

The following Resolution had been received:

**9.1**

*This Annual Meeting of Electors*

*Reminds Arun District Council that regeneration without leisure is simply re-development for profit and insists that regeneration plans for Bognor Regis MUST include the installation of a beach ramp over the stones to access the sands for families and the disabled, AND an indoor space suitable for large visitor attractions, exhibitions and entertainment events, to be funded by contributions from Arun District Council and developers.*

**Proposed** Cllr. Brooks **Seconded** Cllr. Goodheart

***Prior to speaking for the Motion, Cllr. Brooks pointed out that there was a discrepancy in the Schedule of Councillors' Attendance at Meetings that had been published with the Agenda and requested that this be looked into. It was agreed that this would be investigated***

Cllr. Brooks spoke for the Motion and reminded those present of the days when Bognor Regis was famous for its 'golden sands'. Whilst he understood that Arun District Council has a responsibility to protect from flooding, the addition of stones has resulted in six ramps onto the beach being buried. Cllr. Brooks believes it is wrong that buggies and wheelchair users cannot access the beach. There are areas at which access can be provided and Cllr. Brooks stated that this topic has to be linked to regeneration in Bognor Regis.

As seconder, Cllr. Goodheart spoke for the Motion and suggested that the Resolution be supported, given that Bognor Regis is a tourist destination. Cllr. Goodheart suggested adding "a form of tidal/rock pool on the seafront, that would create a tidal swimming pool" to the Resolution

subject to Cllr. Brooks agreement as proposer.

Whilst Cllr. Brooks was grateful to Cllr. Goodheart for seconding the Motion, he felt that the Resolution was really about beach access, on the back of regeneration, which should be morally included. Although Cllr. Brooks supports the idea of a tidal pool he asked that the matter be looked into separately and that the Resolution remain as stated.

A vote was taken, and the result was 7 in favour, 0 against and 1 abstention. Accordingly, the Resolution was **CARRIED**.

A courtesy Non-electors vote was taken, 7 in favour, 0 against and 1 abstention.

## **10. TOWN COUNCIL'S REGENERATION SURVEY**

The Town Mayor invited members of the public and Councillors to put any questions to the Council.

Discussions included an acknowledgement that, although the number of respondents to the survey was relatively small, it was a larger sample of the local population than the number that had taken part in Arun's 2015 consultation on the Linear Park, and the 'Name the Park' exercise (resulting in Pavilion Park being chosen) that they had carried out. Regardless of the sample size, it was felt that the responses clearly stated that the people of Bognor Regis do not want the Linear Park and would like to preserve the Sunken Gardens.

It was revealed that a recent Budget Meeting, at Arun District Council, had shown that Arun have £3.5m of reserves in excess of the Auditor recommended amount of reserves. Were this true, then it was considered that Arun District Council could fully fund the proposals for the Linear Park, without the need to build flats and pull down the Health Centre. If Arun believe the Linear Park to be such a good idea then, the question was asked, why not pay for it themselves? An Arun Councillor, present at the meeting, stated that the reserves referred to were "for the community, as we don't know what Brexit will bring". In response, it was noted that a Brexit Impact Statement, from Arun, had not been seen and the Town Clerk was asked to write to the Chief Executive of Arun District Council to request a copy, which the Town Council could subsequently publish.

It was asked as to whether Arun has the legal authority to go ahead with the Pavilion Park proposals, and whether it was believed that the District Council owned the land. Those present were reminded that there was already a planning application on this land that has had approval. An attendee responded by saying that anyone can submit a planning application for a piece of land whether they owned it or not.

Reference was made to Arun's Residents' Consultation Panel, titled Wavelength, that ran between 1995-2015 and was considered to be an example of valid consultation carried out by Arun District Council.

## **11. OPEN FORUM WITH QUESTIONS TO COUNCILLORS/ATTENDEES**

The Town Mayor invited members of the public and Councillors to put any questions to the Council.

A member of the public drew attention to the accounts of the Town Council, received under Agenda item 4, and asked why there had been an increase in the precept given the reserves available. It was also queried as to why the newly built fourth screen at the Picturedrome cinema was not listed as an asset in the accounts of The Bognor Pier Company Ltd, as received under Agenda item 5, and whether this would be added for the next financial year. The Town Mayor responded by saying that he was unable to provide the answers to the questions, at the meeting, and it was **AGREED** that the Town Clerk would do so in due course.

A representative from My Sisters' House spoke about the organisation's search for larger premises in Bognor Regis. The importance of the work carried out by My Sisters' House was acknowledged and congratulations offered regarding the recent National Lottery funding received by the group. Bognor Regis Town Council, and West Sussex County Council, were called upon to support My Sisters' House in relocating to a premises, in Bognor Regis, that offered more space.

The Town Council were asked to consider declaring a climate emergency and to become carbon neutral by 2030. Other considerations included: - the use of single-use plastics being stopped, with the initiative being promoted throughout Town; facilities being made available in the Town for the refilling of water bottles; a scheme, such as The Refillery in Chichester, whereby members of the public provide their own containers to fill up with dried foods, cleaners etc without the packaging; the use of public transport, bicycles and footpaths; and litter picking. In response, Ms Goldsmith advised that the matter of climate emergency was to be discussed by the County Council at a Full Council Meeting, to be webcast, on 5<sup>th</sup> April 2019. The Town Mayor also shared details of a Beach Clean, that the Town Council will be involved with, also to be held on 5<sup>th</sup> April 2019 and invited anyone interested in joining in to meet at the Bandstand on The Esplanade at 2pm.

It was asked whether the Town Council would agree to making a statement regarding the closure, by a private landowner, of an unofficial footpath that borders the Wards of Bognor Regis, Bersted and Felpham. The path had been used for a number of years, by many people, and it was hoped that it could be made a formal Public Right of Way. The Town Mayor **AGREED** to make a statement in support of this.

A member of the public asked that the public toilets on the promenade be addressed as a matter of urgency as they are used, and needed, by many. The Town Mayor suggested that temporary toilets are to be provided whilst the new facilities are inspected, however the timescale was unknown.

The Leader of West Sussex County Council was asked why it is that Bognor Regis is being seemingly singled out with on-street parking charges when other towns in the Arun District, such as Arundel and Littlehampton, do not have these charges. The County Council were asked to change this as a contribution to the regeneration of Bognor Regis. Ms Goldsmith stated that she would put the question to the County Council's Cabinet Member for Highways and Infrastructure, Mr Roger Elkins.

The Town Mayor thanked all those present for attending.

***The Meeting closed at 9.29pm***

## **Annual Report of the Town Council**

Good evening ladies and gentlemen and welcome to Bognor Regis Town Council's Annual Town Meeting of Electors. Thank you for giving your time to be here tonight.

This will be your chance to hear what the Town Council has achieved over the past 12 months and to have your say on what's going on in our Town.

I must start by saying that I have thoroughly enjoyed my year as Mayor and would like to thank my fellow Councillors for giving me the opportunity to serve the Town during this time, meeting many wonderful local people and organisations, including some of the amazing charities we have here in Bognor Regis. I have been very lucky.

There have been so many momentous and important events happening in the Town, which I have been privileged to be a part of; the opening of the long anticipated 4<sup>th</sup> screen at The Picturedrome cinema, The completion and opening of the Engineering and Digital Technology Park at the University of Chichester's Bognor Regis Campus- including a visit from Their Royal Highnesses, The Duke and Duchess of Sussex, the new 'Play on the Beach' playground on the seafront and the many new businesses which have opened, creating a new and different buzz around the Town centre.

Personal highlights of mine must include this year's 100 years anniversary for the end of the First World War and of course my Civic Service which was held at St Wilfrid's Church on Sunday 24<sup>th</sup> February and made extra special with performances by pupils from Nyewood Infant School and the outstanding Chamber Choir of the University of Chichester. I am sure my Civic Reception, to be hosted at Butlins later this month, will be just as memorable.

Thanks, must go to my Mayor's Cadet, AC Callum Birch, for his attendance by my side at Civic events through the year.

The charity I have chosen to support this year has been Arun Angels. Since 2009, this charitable organisation has been patrolling the streets of Bognor Regis and specifically the pub and club areas, no matter the weather, to ensure those who are vulnerable, distressed, affected by alcohol, violence or the fear of violence to get home safely. In their words 'There are times when listening to someone's story or simply being there brings a sense of calm and well-being to a person'. Thank you to everyone who has donated so far. The self-titled 'Street Angels' are always looking for more volunteers

to help them with their invaluable work. Please get in touch if you can lend a helping hand.

Now for a bit about what the Town Council has been doing over the past 12 months; there have been some fantastic youth investment programmes put into place, which are proving to be very popular with young people in the Town. 'Play Days' is a Town Council initiative delivered in partnership with Bognor CAN, providing sport, activity, craft and games over the school holidays at the Youth & Community Centre at Hampshire Avenue. CREATE is a weekly youth project based in Bognor Regis and surrounding parishes, facilitated by Sussex Clubs for Young People and part funded by Bognor Regis Town Council, which engages with local young people to make a difference to youths from all around the Town. The group meets on a weekly basis and previous projects have included; transforming a rundown subway with graffiti art created by the young people and participation in outdoor sports, games and activities on greens in local parishes. CREATE has also identified and supported young volunteers into mentoring others and encouraged them to further develop their skills and six members of the group successfully achieved the Bronze UK Young Achievers Award.

Partnership working has continued over the past 12 months, with the continuation of the 2- hour free parking scheme, introduction of Business Wardens to help link retail operators with Sussex Police and tackle anti-social behaviour, as well as CCTV operation in the Town.

The Town Council continues to put on many free events over the year; including the 'Drive through Time Motor Gala', World Book Day, Proms in the Park, the very popular 'Funshine Days' to entertain the children through the long summer holidays and last year of course, a live broadcast of the Royal Wedding, which saw thousands flock to Hotham Park with their picnics in hand!

As well as providing activities and entertainment, local charities and organisations have received funding from Bognor Regis Town Council through their Grant Aid applications, which last year, saw over £41,000 awarded to worthwhile causes, for the benefit of the Townsfolk.

2018 has been another exciting and prosperous year, with much investment in and around the Town already having an impact. We have had many new eateries open within the Town Centre and with 2019 promising the opening of Butlin's Splashpool, there are further exciting opportunities to come.

Talking of investing in the future, I'm sure most of you have heard that the local Town Council elections will be taking place on Thursday 2<sup>nd</sup> May. So, if you don't feel your Councillors are doing a fair job of representing YOU and standing up for your values and beliefs, for the benefit of the Town, then please, use your vote! You have the power to choose your local government, so make sure you take the opportunity on May 2<sup>nd</sup>!

Before we commence with the meeting, I would like to give a special thanks on behalf of myself and my fellow Councillors, to the staff at Bognor Regis Town Council, especially our Town Clerk, Glenna Frost, for all their hard work.

Lastly, thank you again for being here tonight, we look forward to your involvement in tonight's proceedings.

## **Policy and Resources Budget Report 2018/2019**

I am delighted to present this year's Budget Report to the Annual Electors.

As we come to the end of this Administration, and look back over the Town Council's finances for the past twelve months, we are confident that we are a Council that is financially strong and with healthy reserves - in spite of the challenges we have faced over the past four years, with the abolition of the Council Tax Support Grant.

Our current total precept for the 2018/2019 year was set at £878,655. For the year 2019/2020 we increased council tax by just £3.56 per year on a Band D Property and, although of course no increases are ever welcome, this comparatively small rise has enabled us to continue with our various grants and projects, without making cuts.

Our annual spend includes a generous Grant Allocation of £46,000 which enables us to continue to help support other important organisations in our Town, such as Bognor Regis Shopmobility, Girlguiding and Scout units within the Town, Bognor Regis Swimming Club, Citizens Advice Bureau, and numerous others events and organisations. In awarding grants, we recognise the value of the work done by these organisations, and the benefit to the Town as a whole.

As well as assisting other organisations to put on events, we also fund events ourselves so that local people can enjoy them, free of charge. The Funshine Days, Proms in the Park, Drive Through Time and our popular Book Day in the park for young children. This last year we were also able to fund additional events to recognise the Centenary of the end of World War One and to celebrate the Royal Wedding. Events last year were allocated £19,400.

You will notice the work Town Force do in terms of providing floral displays, clearing graffiti and generally helping keep our Town tidy and attractive for residents and visitors. Some of your council tax goes towards Town Force and the service they provide, but they also bring in much needed income, working for other parishes and private customers requiring rubbish clearance etc.

The Town Council have also been able to continue to part fund a youth worker, to work directly with our young people through CREATE. This has proved very popular and it is hoped that this work will continue. Younger children have also benefited from play schemes we have funded in the school holidays.

We are very proud of our partnerships with outside bodies; we contribute towards CCTV, the seafront lights, and the 2-hour free parking initiative,

all of which I am sure you will agree are of great benefit to our Town. In 2019/2020 this partnership will be extending to contribute, via the BID, towards the cost of the Business Wardens, already becoming a familiar and welcome sight in the Town Centre.

The Town Council has built up our fund for economic projects so that should, for example, a suitable building become available in the Town which offers a potentially strong yield, then we are in a position to be able to invest in it, should that be the new Administration's wish. We are conscious of the fact that the District Council own the Town Hall, and at any time are at liberty to dispose of this asset. As a consequence, we must therefore be mindful of a plan to house Bognor Regis Town Council should that happen.

The jewel in the Town Council's crown, during the past four years, has been the completion of the new 4<sup>th</sup> screen in the Picturedrome Cinema, a brand-new modern facility with 100 seats. It is hoped that this will help to regenerate that area of the Towns' night-time economy by increasing footfall, as well as bringing in income, through increased rent for the Town Council.

It is hoped that as the present Administration comes to an end, we can leave a legacy for the new Town Councillors, that enables them to continue in providing events and services, whilst still putting aside for a "rainy day", and employing the staff needed in sufficient numbers to carry out the Councillor's decisions.

**Bognor Regis Town Council**

**Unaudited Financial Statements**

**For the year ended 31 March 2021**

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**Bognor Regis Town Council**

**Council Information**

**31 March 2021**

**( Information current at 28th June 2021 )**

**Mayor**

Cllr S. Goodheart

**Councillors**

Cllr J. Barrett (Deputy Mayor)

Cllr K. Batley

Cllr J. Brooks

Cllr A. W. W. Cunard

Cllr Mrs S. E. Daniells

Cllr J. Erskine

Cllr H. Jones

Cllr Miss C. Needs

Cllr S. A. Reynolds

Cllr Ms A. Sharples

Cllr W. Smith

Cllr Mrs S. Staniforth

Cllr M. Stanley

Cllr Mrs J. L. Warr

Cllr P. J. Woodall

**Town Clerk**

Mrs G. Frost CiLCA

**Auditors**

Moore Stephens (East Midlands)

Rutland House

Minerva Business Park

Lynch Wood

Peterborough

PE2 6PZ

**Internal Auditors**

Auditing Solutions Limited

Clackerbrook Farm

46 The Common

Bromham

Chippenham

Wiltshire

SN15 2JJ

**Bognor Regis Town Council**

**Statement of Responsibilities**

**31 March 2021**

**The Council's Responsibilities**

The council is required:

- to make arrangements for the proper administration of its financial affairs
- to secure that one of its officers (R.F.O.) has the responsibility for the administration of those affairs. At this council that officer is the Town Clerk, and
- to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

**The Responsible Financial Officer's Responsibilities**

The R.F.O. is responsible for the preparation of the council's Unaudited Financial Statements in accordance with Part 4 of the "Governance and Accountability for Local Councils – A Practitioners Guide (England) (as amended)" (the guide), so far as is applicable to this council, to present a true and fair view of the financial position of the council at 31 March 2021 and its income and expenditure for the year then ended.

In preparing the Unaudited Financial Statements, the R.F.O. has:

- selected suitable accounting policies and then applied them consistently
- made judgements and estimates that were reasonable and prudent, and
- complied with the guide.

The R.F.O. has also:

- kept proper accounting records, which were up to date, and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

**Responsible Financial Officer's Certificate**

I further certify that the Unaudited Financial Statements present a true and fair view of the financial position of Bognor Regis Town Council at 31 March 2021, and its income and expenditure for the year ended 31 March 2021.

Signed: .....

Mrs G. Frost CiLCA- Town Clerk

Date: .....

**Bognor Regis Town Council**  
**Statement of Accounting Policies**

**31 March 2021**

**Auditors**

The name and address of the External Auditors is provided for information only.

These Statements are not subject to audit and the External Auditors have no responsibility for them.

**Accounting Convention**

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (FRSSE) issued by the Accounting Standards Board, as applied to Local Councils by part 4 of Governance and Accountability for Local Councils – A Practitioners Guide (England) (the guide). Comparative figures have been restated to conform to the revised formats where appropriate. Certain requirements have been omitted for clarity and simplicity as these statements are not subject to audit. They are produced in support of the council's audited Statement of Accounts contained within the Annual Return Statement of Accounts.

These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

**Fixed Assets**

All expenditure in excess of £1000 (on any one item or group of similar items) on the acquisition, creation or enhancement of fixed assets is capitalised on an accruals basis in the accounts. Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefits to the authority and the services it provides, for a period of more than one year. Fixed assets are valued on the basis recommended by the Chartered Institute of Public Finance and Accountancy (CIPFA) and in accordance with the statements of asset valuation principles and guidance notes issued by the Royal Institution of Chartered Surveyors (RICS). The closing balances are stated on the following basis:

all assets are included in the balance sheet at the lower of cost (estimated where not known) or estimated realisable value, except that,

certain community assets are the subject of restrictive covenants as to their use and/or future disposal. Such assets are therefore considered to have no appreciable realisable value and are included at nominal value only.

The surplus or deficit arising on periodic revaluations of fixed assets has been credited or debited to the Revaluation Reserve. Subsequent revaluations of fixed assets are planned at five yearly intervals, although material changes to asset valuations will be adjusted in the interim period, should they occur.

In accordance with Financial Reporting Standard (FRS) 15, depreciation is provided on all operational buildings (but not land), as well as other assets.

**Depreciation Policy**

Buildings and leasehold land are depreciated over the shorter of 50 years or the anticipated remaining useful lives on a straight line basis.

Freehold land is not depreciated.

Non Operational Assets (including Investment Properties) are not depreciated.

Vehicles, plant, equipment and furniture are depreciated over 3 to 10 years on a straight line basis.

Infrastructure assets are depreciated over 10 years at 10% per annum straight line.

Community assets are not depreciated, because they are of either intrinsic or purely nominal value.

The investment in Screen 4 of the Picturedrome Cinema is being depreciated over the life of the loan finance (20 years).

Depreciation is accounted for as a Balance Sheet movement only, not through the Income and Expenditure Account.

**Bognor Regis Town Council**  
**Statement of Accounting Policies**  
**31 March 2021**

**Grants or Contributions from Government or Related Bodies**

**Capital Grants**

Where a fixed asset has been acquired or improved with the financing either wholly or in part by a grant or contribution from government or a related body, e.g. Sports Council, the amount of the grant has been credited to Deferred Grants Account and carried forward. Grants so credited are released back to revenue over the life of the asset to match, and thereby offset wholly or in part, depreciation charged.

**Revenue Grants**

Revenue grants are credited to income when conditions attached thereto have been fulfilled and/or equivalent expenditure has been incurred. Grants received in respect of which the conditions have not been fulfilled, or expenditure incurred, are carried forward as deferred revenue grants.

**Debtors and Creditors**

The revenue accounts of the council are maintained on an accruals basis in accordance with the regulations. That is sums due to or from the council during the year are included whether or not the cash has actually been received or paid in the year. Exceptions to this are payment of regular quarterly and other accounts (e.g. telephones, electricity). This policy is applied consistently each year. Therefore, it will not have a material effect on the year's accounts or on the council's annual budget.

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

**Value Added Tax**

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

**External Loan Repayments**

The council accounts for loans on an accruals basis. Details of the council's external borrowings are shown at note 17.

**Leases**

Rentals payable under operating leases are charged to revenue on an accruals basis. Details of the council's obligations under operating leases are shown at note 16.

**Reserves**

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 19 to 20.

Certain reserves are maintained to manage the accounting processes for tangible fixed assets, available for sale investments and retirement benefits. They do not represent usable resources for the council:

Capital Financing Account – represent the council's investment of resources in such assets already made.

**Interest Income**

All interest receipts are credited initially to general funds.

**Bognor Regis Town Council**  
**Statement of Accounting Policies**  
**31 March 2021**

**Cost of Support Services**

The costs of management and administration have been apportioned to services on an appropriate and consistent basis.

**Pensions**

The pension costs that are charged against precept in the council's accounts, in respect of its employees, are equal to the contributions paid to the funded pension scheme for those employees.

These contributions are determined by the fund's actuary on a triennial basis and are set to meet 100% of the liabilities of the pension fund, in accordance with relevant government regulations.

The next actuarial valuation is due at 31st March 2022 and any change in contribution rates as a result of that valuation will take effect from 1st April 2023.

**Bognor Regis Town Council**  
**Income and Expenditure Account**  
**31 March 2021**

	Notes	2021 £	2020 £
<b>Income</b>			
Precept on Principal Authority		948,372	916,001
Grants Receivable		42,364	3,005
Rents Receivable, Interest & Investment Income		1,661	7,110
Charges made for Services		41,541	51,953
Other Income		29,432	54,803
<b>Total Income</b>		<b>1,063,370</b>	<b>1,032,872</b>
<b>Expenditure</b>			
<b>Direct Service Costs:</b>			
Salaries & Wages		(326,350)	(317,647)
Grant-aid Expenditure		(80,915)	(50,902)
Other Costs	1	(191,249)	(179,938)
<b>Democratic, Management &amp; Civic Costs:</b>			
Salaries & Wages		(192,267)	(188,651)
Other Costs	1	(121,455)	(163,109)
<b>Total Expenditure</b>		<b>(912,236)</b>	<b>(900,247)</b>
<b>Excess of Income over Expenditure for the year.</b>		<b>151,134</b>	<b>132,625</b>
<b>Net Operating Surplus for Year</b>		<b>151,134</b>	<b>132,625</b>
<b>STATUTORY CHARGES &amp; REVERSALS</b>			
Statutory Charge for Capital (i.e. Loan Capital Repaid)		(55,219)	(79,778)
Capital Expenditure charged to revenue	12	(3,468)	(10,632)
Transfer (to) Earmarked Reserves	20	(57,506)	(10,669)
<b>Surplus for the Year to General Fund</b>		<b>34,941</b>	<b>31,546</b>
<b>Net Surplus for the Year</b>		<b>92,447</b>	<b>42,215</b>
The above Surplus for the Year has been applied for the Year to as follows:			
Transfer (to) Earmarked Reserves	20	57,506	10,669
<b>Surplus for the Year to General Fund</b>		<b>34,941</b>	<b>31,546</b>
		<b>92,447</b>	<b>42,215</b>

The council had no other recognisable gains and/or losses during the year.

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*The notes on pages 12 to 20 form part of these unaudited statements.*

**Bognor Regis Town Council**  
**Statement of Movement in Reserves**  
**31 March 2021**

Reserve	Purpose of Reserve	Notes	2021 £	Net Movement in Year £	2020 £
Capital Financing Account	Store of capital resources set aside to purchase fixed assets	19	304,202	(2,671)	306,873
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure	20	546,534	57,506	489,028
General Fund	Resources available to meet future running costs		353,051	34,941	318,110
<b>Total</b>			<b>1,203,787</b>	<b>89,776</b>	<b>1,114,011</b>

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*The notes on pages 12 to 20 form part of these unaudited statements.*

**Bognor Regis Town Council**

**Balance Sheet**

**31 March 2021**

	Notes	2021 £	2021 £	2020 £
<b>Fixed Assets</b>				
Tangible Fixed Assets	11		1,405,583	1,464,621
<b>Current Assets</b>				
Debtors and prepayments	14	30,637		45,729
Cash at bank and in hand		965,295		850,611
		<u>995,932</u>		<u>896,340</u>
<b>Current Liabilities</b>				
Current Portion of Long Term Borrowings		(56,907)		(55,219)
Creditors and income in advance	15	<u>(96,347)</u>		<u>(89,202)</u>
<b>Net Current Assets</b>			842,678	751,919
<b>Total Assets Less Current Liabilities</b>			2,248,261	2,216,540
<b>Long Term Liabilities</b>				
Long-term borrowing	17		(1,014,206)	(1,071,113)
Deferred Grants	18		(30,268)	(31,416)
<b>Total Assets Less Liabilities</b>			<u>1,203,787</u>	<u>1,114,011</u>
<b>Capital and Reserves</b>				
Capital Financing Reserve	19		304,202	306,873
Earmarked Reserves	20		546,534	489,028
General Reserve			<u>353,051</u>	<u>318,110</u>
			<u>1,203,787</u>	<u>1,114,011</u>

The Unaudited Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2021, and of its Income and Expenditure for the year.

These accounts were approved by the Council on 28th June 2021 .

Signed: .....

Cllr S. Goodheart

Mayor

.....

Mrs G. Frost CiLCA

Responsible Financial Officer

Date: .....

.....

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*The notes on pages 12 to 20 form part of these unaudited statements.*

**Bognor Regis Town Council**

**Cash Flow Statement**

**31 March 2021**

	Notes	2021 £	2021 £	2020 £
<b>REVENUE ACTIVITIES</b>				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(518,616)		(506,297)
Other operating payments		<u>(346,850)</u>		<u>(358,121)</u>
			(865,466)	(864,418)
<i>Cash inflows</i>				
Precept on Principal Authority		948,372		916,001
Cash received for services		79,828		88,362
Revenue grants received		<u>42,364</u>		<u>3,005</u>
			1,070,564	1,007,368
Net cash inflow from Revenue Activities	23		205,098	142,950
<b>SERVICING OF FINANCE</b>				
<i>Cash outflows</i>				
Interest paid		(33,794)		(53,741)
<i>Cash inflows</i>				
Interest received		<u>2,067</u>		<u>7,193</u>
Net cash (outflow) from Servicing of Finance			(31,727)	(46,548)
<b>CAPITAL ACTIVITIES</b>				
<i>Cash outflows</i>				
Purchase of fixed assets		<u>(3,468)</u>		<u>(34,001)</u>
Net cash (outflow) from Capital Activities			(3,468)	(34,001)
Net cash inflow before Financing			<u>169,903</u>	<u>62,401</u>
<b>FINANCING AND LIQUID RESOURCES</b>				
<i>Cash outflows</i>				
Loan repayments made			<u>(55,219)</u>	<u>(79,779)</u>
Net cash (outflow) from financing and liquid resources			<u>(55,219)</u>	<u>(79,779)</u>
Increase/(Decrease) in cash	24		<u>114,684</u>	<u>(17,378)</u>

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*The notes on pages 12 to 20 form part of these unaudited statements.*

**Bognor Regis Town Council**

**Notes to the Accounts**

**31 March 2021**

**1 Other Costs Analysis**

**Other Costs reported in the council's Income and Expenditure Account comprise the following:**

**Direct Service Costs**

	2021	2020
	£	£
Theatres & Public Entertainment	17,175	46,187
Allotments	2,347	4,073
Tourism Policy, Marketing & Development	1,660	581
Visitor Information	980	1,173
Community Safety (Crime Reduction)	2,000	2,000
Promotion & Marketing of the Area	98,985	128,860
Community Development	85,645	64,561
Street Lighting	4,054	5,485
Off-street Parking	24,250	21,006
Other Services to the Public	(12,332)	(47,106)
Grants - Bognor Pier Company Ltd	47,400	4,020
Less: Grant-aid Expenditure	(80,915)	(50,902)
<b>Total</b>	<b>191,249</b>	<b>179,938</b>

**Democratic, Management & Civic Costs**

	2021	2020
	£	£
Corporate Management	72,741	77,627
Democratic Representation & Management	2,512	34,430
Civic Expenses	676	4,724
Mayors Allowance	3,000	3,000
Members' Allowances	8,732	7,899
Interest Payable	33,794	35,429
<b>Total</b>	<b>121,455</b>	<b>163,109</b>

As reported in the Statement of Accounting Policies, apportionment of central costs is not reflected in the above analysis.

**2 Interest and Investment Income**

	2021	2020
	£	£
Interest Income - General Funds	1,661	7,110
	<b>1,661</b>	<b>7,110</b>

## Bognor Regis Town Council

### Notes to the Accounts

31 March 2021

#### **3 Agency Work**

During the year the Council undertook no agency work on behalf of other authorities.

During the year the Council commissioned no agency work to be performed by other authorities.

#### **4 Related Party Transactions**

The council entered into no material transactions with related parties during the year.

#### **5 General Power of Competence**

With effect from 5th September 2016 Bognor Regis Town Council acquired the right to exercise the General Power of Competence extended to Town and Parish Councils under the Localism Act 2011 by S.I. 2012 No 965 (The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012). Therefore, with effect from 5th September 2016 the council no longer exercises the powers conveyed by Section 137 of the Local Government Act 1972 (as amended).

#### **6 Audit Fees**

The council is required to report and disclose the cost of services provided by its external auditors.

These may be summarised as follows:

	2021	2020
	£	£
Fees for statutory audit services	2,000	2,000
Total fees	<u>2,000</u>	<u>2,000</u>

#### **7 Publicity**

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. Details are shown under the following broad categories:

	2021	2020
	£	£
Other Advertising	118	-
Publicity	-	71
Newsletter	120	2,580
Town Guide Publication Costs	355	-
	<u>593</u>	<u>2,651</u>

#### **8 Members' Allowances**

	2021	2020
	£	£
Members of Council have been paid the following allowances for the year:		
Mayors Allowance	3,000	3,000
Councillors' Expenses & Allowances	8,732	7,899
	<u>11,732</u>	<u>10,899</u>

**Bognor Regis Town Council**

**Notes to the Accounts**

**31 March 2021**

**9 Employees**

The average weekly number of employees during the year was as follows:

	<b>2021</b>	<b>2020</b>
	<b>Number</b>	<b>Number</b>
Full-time	12	12
Part-time	3	4
Temporary	-	-
	<u>15</u>	<u>16</u>

All staff are paid in accordance with nationally agreed pay scales.

**10 Pension Costs**

The council participates in the West Sussex Superannuation Fund Pension Fund.

The West Sussex Superannuation Fund Pension Fund is a defined benefit scheme, but the council is unable to identify its share of the underlying assets and liabilities because all town and parish councils in the scheme pay a common contribution rate.

Financial Reporting Standard for Small Enterprises (FRSSE), for schemes such as West Sussex Superannuation Fund requires the council to account for pension costs on the basis of contributions actually payable to the scheme during the year.

The cost to the council for the year ended 31 March 2021 was £67,690 (31 March 2020 - £71,024).

The most recent actuarial valuation was carried out as at 31st March 2019, and the council's contribution rate is confirmed as being 20.20% of employees' pay with effect from 1st April 2021 (year ended 31 March 2021 – 20.70%).

**Bognor Regis Town Council**

**Notes to the Accounts**

**31 March 2021**

**11 Tangible Fixed Assets**

	<b>Vehicles and Equipment</b>	<b>Infrastructure Assets</b>	<b>Community Assets</b>	<b>Other</b>	<b>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 31 March 2020	228,674	237,761	69,774	1,405,607	1,941,816
Additions	3,468	-	-	-	3,468
At 31 March 2021	232,142	237,761	69,774	1,405,607	1,945,284
<b>Depreciation</b>					
At 31 March 2020	(206,448)	(218,231)	(4,638)	(47,878)	(477,195)
Charged for the year	(10,642)	(3,573)	(413)	(47,878)	(62,506)
At 31 March 2021	(217,090)	(221,804)	(5,051)	(95,756)	(539,701)
<b>Net Book Value</b>					
At 31 March 2021	15,052	15,957	64,723	1,309,851	1,405,583
At 31 March 2020	22,226	19,530	65,136	1,357,729	1,464,621

Although classified as capital expenditure, certain minor equipment purchases are not included in the above as they are not material in overall value.

**Fixed Asset Valuation**

The freehold and leasehold properties that comprise the council's properties have been valued as at 31st March 2003 by external independent valuers, Messrs at insurance values. Valuations have been made on the basis set out in the Statement of Accounting Policies, except that not all properties were inspected. This was neither practical nor considered by the valuer to be necessary for the purpose of valuation. Plant and machinery that form fixtures to the building are included in the valuation of the building.

**Assets Held under Finance Agreements**

The council holds no such assets

**12 Financing of Capital Expenditure**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
The following capital expenditure during the year:		
Fixed Assets Purchased	3,468	10,632
	<u>3,468</u>	<u>10,632</u>
was financed by:		
Revenue:		
Equipment Replacement Reserve	-	10,632
Precept and Revenue Income	3,468	-
	<u>3,468</u>	<u>10,632</u>

**Bognor Regis Town Council**

**Notes to the Accounts**

**31 March 2021**

**13 Information on Assets Held**

Fixed assets owned by the council include the following:

**Vehicles and Equipment**

Vans and Trucks – 4  
Water Bowser and trailer  
Sundry grounds maintenance equipment  
Sundry office equipment  
Metereological equipment  
Floral planters and baskets  
High Street Pea Lights

**Infrastructure Assets**

Street light - 32  
Footpath/Esplanade lighting  
Allotment and Met. Site fencing  
Other street furniture

**Community Assets**

Millennium Clock  
Victorian Bathing Machine  
Sun Sculpture  
Allotments  
Council Regalia

**Other Assets**

Shares in Bognor Pier Co Ltd  
Investment in Picturedrome Screen 4  
Shares in Bognor Regis Ltd

**14 Debtors**

	2021	2020
	£	£
Trade Debtors	8,812	12,986
VAT Recoverable	4,655	7,785
Prepayments	10,786	10,490
Accrued Income	6,345	14,023
Accrued Interest Income	39	445
	<u>30,637</u>	<u>45,729</u>

**Bognor Regis Town Council**

**Notes to the Accounts**

**31 March 2021**

**15 Creditors and Accrued Expenses**

	2021	2020
	£	£
Trade Creditors	17,755	5,811
Other Creditors	45,409	43,917
Accruals	20,513	23,807
Income in Advance	12,670	15,667
	<u>96,347</u>	<u>89,202</u>

**16 Financial Commitments under Operating Leases**

The council had annual commitments under non-cancellable operating leases of equipment as follows:

	2021	2020
	£	£
Obligations expiring within one year	-	-
Obligations expiring between two and five years	1,460	1,460
Obligations expiring after five years	-	-
	<u>1,460</u>	<u>1,460</u>

**17 Long Term Liabilities**

	2021	2020
	£	£
Public Works Loan Board	1,071,113	1,126,332
	<u>1,071,113</u>	<u>1,126,332</u>

The above loans are repayable as follows:

	2021	2020
	£	£
Within one year	56,907	55,219
From one to two years	58,649	56,907
From two to five years	186,978	181,404
From five to ten years	352,156	341,583
Over ten years	416,423	491,219
Total Loan Commitment	1,071,113	1,126,332
Less: Repayable within one year	(56,907)	(55,219)
Repayable after one year	<u>1,014,206</u>	<u>1,071,113</u>

**Bognor Regis Town Council**

**Notes to the Accounts**

**31 March 2021**

**18 Deferred Grants**

	2021	2020
	£	£
<b>Capital Grants Applied</b>		
At 01 April	31,416	32,562
Grants Applied in the year	-	-
Released to offset depreciation	(1,148)	(1,146)
At 31 March	<u>30,268</u>	<u>31,416</u>
<b>Total Deferred Grants</b>		
At 31 March	30,268	31,416
At 01 April	<u>31,416</u>	<u>32,562</u>

Capital Grants are accounted for on an accruals basis and grants received have been credited to Deferred Grants Account. Amounts are released from the Deferred Grants Account to offset any provision for depreciation charged to revenue accounts in respect of assets that were originally acquired with the assistance of such grants.

**19 Capital Financing Account**

	2021	2020
	£	£
Balance at 01 April	306,873	282,807
Financing capital expenditure in the year		
Additions - using revenue balances	3,468	10,632
Loan repayments	55,219	79,778
Reversal of depreciation	(62,506)	(67,490)
Deferred grants released	1,148	1,146
Balance at 31 March	<u>304,202</u>	<u>306,873</u>

The Capital Financing Account represents revenue and capital resources applied to finance capital expenditure or for the repayment of external loans. It also includes the reversal of depreciation to ensure it does not impact upon the amount to be met from precept. It does not represent a reserve that the council can use to support future expenditure.

## Bognor Regis Town Council

### Notes to the Accounts

31 March 2021

#### 20 Earmarked Reserves

	Balance at 01/04/2020	Contribution to reserve	Contribution from reserve	Balance at 31/03/2021
	£	£	£	£
Capital Projects Reserves	298,000	-	-	298,000
Asset Renewal Reserves	80,140	60,000	(51,127)	89,013
Other Earmarked Reserves	110,888	50,414	(1,781)	159,521
Total Earmarked Reserves	489,028	110,414	(52,908)	546,534

The Capital Projects Reserves are credited with amounts set aside from revenue to part finance specific and future projects which are part of the council's capital programme.

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.

The Other Earmarked Reserves at 31 March 2021 are set out in detail at Appendix A.

#### 21 Capital Commitments

The council had no other capital commitments at 31 March 2021 not otherwise provided for in these accounts.

#### 22 Contingent Liabilities

The council is not aware of any contingent liabilities at the date of these accounts.

#### 23 Reconciliation of Revenue Cash Flow

	2021	2020
	£	£
Net Operating Surplus for the year	151,134	132,625
Add/(Deduct)		
Interest Payable	33,794	35,429
Interest and Investment Income	(2,067)	(7,193)
Decrease/(Increase) in debtors	15,092	(15,697)
Increase/(Decrease) in creditors	7,145	(2,214)
Revenue activities net cash inflow	205,098	142,950

**Bognor Regis Town Council**

**Notes to the Accounts**

**31 March 2021**

**24 Movement in Cash**

	2021 £	2020 £
<b>Balances at 01 April</b>		
Cash with accounting officers	332	332
Cash at bank	850,279	867,657
	<u>850,611</u>	<u>867,989</u>
<b>Balances at 31 March</b>		
Cash with accounting officers	334	332
Cash at bank	964,961	850,279
	<u>965,295</u>	<u>850,611</u>
<b>Net cash inflow/(outflow)</b>	<u>114,684</u>	<u>(17,378)</u>

**25 Reconciliation of Net Funds/Debt**

	2021 £	2020 £
Increase/(Decrease) in cash in the year	114,684	(17,378)
Cash outflow from repayment of debt	55,219	79,779
<b>Net cash flow arising from changes in debt</b>	<u>55,219</u>	<u>79,779</u>
<b>Movement in net funds in the year</b>	<u>169,903</u>	<u>62,401</u>
Cash at bank and in hand	850,611	867,989
Total borrowings	(1,126,332)	(1,206,111)
<b>Net (debt) at 01 April</b>	<u>(275,721)</u>	<u>(338,122)</u>
Cash at bank and in hand	965,295	850,611
Total borrowings	(1,071,113)	(1,126,332)
<b>Net (debt) at 31 March</b>	<u>(105,818)</u>	<u>(275,721)</u>

**26 Post Balance Sheet Events**

There are no significant Post Balance Sheet events since the preparation of these accounts, up to the date of their final adoption (on 28th June 2021), which would have a material impact on the amounts and results reported herein.

**Bognor Regis Town Council**

**Appendices**

**31 March 2021**

**Appendix A**

**Schedule of Other Earmarked Reserves**

	<u>Balance at</u> <u>01/04/2020</u>	<u>Contribution</u> <u>to reserve</u>	<u>Contribution</u> <u>from reserve</u>	<u>Balance at</u> <u>31/03/2021</u>
	£	£	£	£
<b><u>Capital Projects Reserves</u></b>				
Economic Development	298,000			298,000
	<u>298,000</u>	<u>0</u>	<u>0</u>	<u>298,000</u>
<b><u>Asset Replacement Reserves</u></b>				
Rolling Capital Programme	80,140	60,000	(51,127)	89,013
	<u>80,140</u>	<u>60,000</u>	<u>(51,127)</u>	<u>89,013</u>
<b><u>Other Earmarked Reserves</u></b>				
Civic Fund	5,407			5,407
Election Fund	3,187	5,000		8,187
Millenium Fund	655		(655)	0
Allotments	576	702		1,278
Promotions/Publicity	6,804	1,200	(600)	7,404
P & R Projects	500	5,145		5,645
E & L Projects	8,561	6,971	(490)	15,042
Grant Aid	8,860	22,100		30,960
Tourism & Events Support	1,328			1,328
Parking Scheme (Traders Contribution)	12,161			12,161
S East in Bloom	3,374	2,836		6,210
Events Sponsorship	1,922			1,922
BRTC Funding of SRB Projects	965			965
WSCC SRB Contribution	500			500
Street Scene Enhancement	33,757			33,757
Decking Areas	4,378			4,378
Ward Allocation - Orchard Ward	500	250		750
Ward Allocation - Marine Ward	49			49
Ward Allocation - Hotham Ward	85	125	(36)	174
Ward Allocation - Pevensy Ward	500	153		653
Website	1,476			1,476
Councillor Training	2,145			2,145
Town Force Equipment	0	966		966
Personal Safety Provision		698		698
Heritage Vision Board	4,206			4,206
Our Place	1,729			1,729
Staff Training	3,941	2,545		6,486
Town Crier	3,322	1,723		5,045
	<u>110,888</u>	<u>50,414</u>	<u>(1,781)</u>	<u>159,521</u>
<b>TOTAL EARMARKED RESERVES</b>	<b><u>489,028</u></b>	<b><u>110,414</u></b>	<b><u>(52,908)</u></b>	<b><u>546,534</u></b>

**Bognor Regis Town Council**

**31 March 2021**

**Annual Report Tables**

**Table. 1 – Budget & Actual Comparison**

	<b>Budget £</b>	<b>Actual £</b>
<b>Net Expenditure</b>		
Cultural & Heritage	31,833	17,135
Open Spaces	3,752	(567)
Tourism	11,912	9,649
Community Safety (Crime Reduction)	2,000	2,000
Planning & Development Services (including Markets)	440,522	332,683
Street Lighting	3,850	4,054
Parking Services	24,399	24,250
Other Services to the Public	51,798	78,005
Investment Properties	-	47,400
<b>Net Direct Services Costs</b>	<b>570,066</b>	<b>514,609</b>
Corporate Management	233,874	235,757
Democratic & Civic	27,719	14,739
<b>Net Democratic, Management and Civic Costs</b>	<b>261,593</b>	<b>250,496</b>
Interest & Investment Income	(7,000)	(1,661)
Loan Charges	89,013	89,013
Capital Expenditure	-	3,468
Transfers to/(from) other reserves	34,700	57,506
<b>(Deficit from)/Surplus to General Reserve</b>	<b>-</b>	<b>34,941</b>
<b>Precept on Principal Authority</b>	<b>948,372</b>	<b>948,372</b>

**Bognor Regis Town Council**

**31 March 2021**

**Annual Report Tables**

**Table. 2 – Service Income & Expenditure**

Notes	2021 £	2021 £	2021 £	2020 £
	Gross Expenditure	Income	Net Expenditure	Net Expenditure
<b>CULTURAL &amp; RELATED SERVICES</b>				
Cultural & Heritage}	17,175	(40)	17,135	44,274
Open Spaces	2,347	(2,914)	(567)	1,907
Tourism	9,649	-	9,649	10,401
<b>ENVIRONMENTAL SERVICES</b>				
Community Safety (Crime Reduction)	2,000	-	2,000	2,000
<b>PLANNING &amp; DEVELOPMENT SERVICES</b>				
Economic Development (including markets)	307,421	(22,238)	285,183	302,622
Community Development	85,645	(38,145)	47,500	64,561
<b>HIGHWAYS, ROADS &amp; TRANSPORT SERVICES</b>				
Street Lighting	4,054	-	4,054	5,485
Parking Services	24,250	-	24,250	21,006
<b>OTHER SERVICES</b>				
Other Services to the Public	98,573	(20,568)	78,005	37,253
Investment Properties	47,400	-	47,400	4,020
<b>CENTRAL SERVICES</b>				
Corporate Management	265,008	(29,251)	235,757	213,278
Democratic & Civic	2,512	-	2,512	34,430
Civic Expenses	12,408	(181)	12,227	13,820
<b>Net Cost of Services</b>	<b>878,442</b>	<b>(113,337)</b>	<b>765,105</b>	<b>755,057</b>

**Bognor Regis Town Council**

(Updated 22/11/2021)

**Budget Summary**

**Year Ended 31st March 2023**

	<u>2021/22</u>		<u>2022/23</u>	<u>Budget</u>	
	Projected	Budgeted (Revised)	Proposed	Incr/Decr	
<b>REVENUE EXPENDITURE</b>					
Policy & Resources	768743	748162	787612	39450	
Comm'y Eng't & Env't	80323	80977	80077	-900	
Events, Prom'n & Leisure	65829	74265	97165	22900	
Planning	4150	3850	4250	400	
	<u>919045</u>	<u>907254</u>	<u>969104</u>	<u>61850</u>	
<b>INCOME</b>					
Policy & Resources	75095	26600	61400	34800	
Comm'y Eng't & Env't	14800	18300	6800	-11500	
Events	2683	2100	2100	0	
Planning	0	0	0	0	
	<u>92578</u>	<u>47000</u>	<u>70300</u>	<u>23300</u>	
<b>NET REVENUE EXPENDITURE</b>	<u>826467</u>	<u>860254</u>	<u>898804</u>	<u>38550</u>	
<b>CAPITAL EXPENDITURE (NET)</b>					
Loan Charges	89013	89013	89013	0	
BPCL - Additional Income	-30000	-49500	-48000	1500	
Capital Funding Provision	60000	60000	30000	-30000	
Policy & Resources	0	0	0	0	
Env & Leisure	0	0	0	0	
Planning	0	0	0	0	
	<u>119013</u>	<u>99513</u>	<u>71013</u>	<u>-28500</u>	
<b>TOTAL NET EXPENDITURE</b>	<u>945480</u>	<u>959767</u>	<u>969817</u>	<u>10050</u>	1.05%

Financed as follows

Reserves at 1st April	351051	353214	353943			<b>Reserves Surplus</b>
Reserves at 31st March	353943	341819	353943	**		<b>129242</b>
Used to Fund Expenditure	-2892	11395	0			0.00%
Precept Required	948372	948372	969817		(of Precept)	2.26%
<b>TOTAL TAXATION FUNDING REQUIRED</b>	<u>948372</u>	<u>948372</u>	<u>969817</u>			2.26%
	<u>945480</u>	<u>959767</u>	<u>969817</u>			2.14%

**ADJUSTED BASIS**

		<b>Final</b>		
Band D Equivalents	7366	7335	-31	-0.42%
Precept per Band D Equivalent (£/annum)	£ 128.75	£132.22	£3.47	2.70%
Precept per Band D Equivalent (p/week)	246.92	253.57	£0.0665	2.69%

**NOTES**

** Recommended <u>minimum</u> reserve equal to 3 months net expenditure	206617	215064	224701
---	--------	--------	--------

Earmarked Reserves	<u>31/03/2021</u> (Actual)	<u>31/03/2022</u> (Projected)	<u>31/03/2023</u> (Available)
Rolling Capital Fund	89013	114561	144561
Economic Development	298000	298000	298000
Others (Incl unapplied grants)	159521	181431	181731
	<u>546534</u>	<u>593992</u>	<u>624292</u>

**Bognor Regis Town Council****(Updated 22/11/2021)****Budget Summary****Year Ended 31st March 2023****Revenue Expenditure**

		<b><u>2021/22</u></b>		<b><u>2022/23</u></b>	<b><u>Budget</u></b>
		<b><u>Projected</u></b>	<b><u>Budgeted</u></b>	<b><u>Proposed</u></b>	<b><u>Incr/Decr</u></b>
			<b><i>(Revised)</i></b>		
<b><u>Operating Budgets (Net)</u></b>					
Administration	101	286492	284620	296120	11500
Civic	102	27218	27873	28373	500
Mayor's Charity Activities	103	0	0	0	
Projects and Events	104	207692	229142	210492	-18650
Town Force	105	99166	112497	115097	2600
B R Parking Scheme	106	21000	21000	21000	0
Street Scene Enhanc't	110	4736	5736	4736	-1000
Meteorological	202	5510	8792	6042	-2750
Floral Displays	204	54392	55696	53946	-1750
Roads & Streetlights	401	4150	3850	4250	400
Allotments	402	3076	3376	3176	-200
Planning (General)	403	0	0	0	0
		<b>713432</b>	<b>752582</b>	<b>743232</b>	
<b><u>Discretionary Spending</u></b>					
Grant Aid	107	110433	55288	99788	44500
P & R Partnership	108	12006	12006	12006	0
Christmas Activities	207	33238	33188	60238	27050
E & L Projects	208	25931	25281	26131	850
Events	301-5	24005	28909	27709	-1200
		<b>205613</b>	<b>154672</b>	<b>225872</b>	
<b><u>Revenue Expenditure</u></b>					
		<b>919045</b>	<b>907254</b>	<b>969104</b>	<b>61850</b>

**Bognor Regis Town Council****(Updated 22/11/2021)****Budget Summary****Year Ended 31st March 2023****Revenue Income**

	<b><u>2021/22</u></b>		<b><u>2022/23</u></b>	<b><i>Budget</i></b>	
	<b>Projected</b>	<b><i>Budgeted</i></b>	<b>Proposed</b>	<b><i>Incr/Decr</i></b>	
		<b><i>(Revised)</i></b>			
<b><u>Operating Budgets (Net)</u></b>					
Administration	101	300	2000	500	-1500
Civic	102	300	300	300	0
Mayor's Charity Activities	103	0	0	0	0
Projects and Events	104	0	0	0	0
Town Force	105	20600	20600	20600	0
B R Parking Scheme	106	0	0	0	0
Street Scene Enhanc't	110	3250	3700	2500	-1200
Seafront & Concessions	203	0	0	0	0
Floral Displays	204	14800	18300	6800	-11500
Roads & Streetlights	401	0	0	0	0
Allotments	402	2100	2100	2100	0
Planning (General)	403	0	0	0	0
		<b>41350</b>	<b>47000</b>	<b>32800</b>	
<b><u>Discretionary Spending</u></b>					
Grant Aid	107	50645	0	37500	37500
P & R Projects	108	0	0	0	0
Christmas Activities	207	0	0	0	0
E & L Projects	208	0	0	0	0
Events	301-5	583	0	0	0
		<b>51228</b>	<b>0</b>	<b>37500</b>	
<b><u>Revenue Income</u></b>		<b>92578</b>	<b>47000</b>	<b>70300</b>	<b>23300</b>

**Report of the Director and**  
**Unaudited Financial Statements for the Year Ended 31 December 2021**  
**for**  
**The Bognor Pier Company Limited**

DCK Accounting Solutions Ltd  
Unit 1  
Uffcott Farm  
Wroughton  
Wiltshire  
SN4 9NB

The Bognor Pier Company Limited

Contents of the Financial Statements  
for the Year Ended 31 December 2021

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The Bognor Pier Company Limited

Company Information  
for the Year Ended 31 December 2021

**DIRECTOR:**

Mrs G Frost

**SECRETARY:**

Mrs M Beevers

**REGISTERED OFFICE:**

Bognor Regis Town Council  
Town Hall  
Clarence Road  
Bognor Regis  
West Sussex  
PO21 1LD

**REGISTERED NUMBER:**

00097547 (England and Wales)

**ACCOUNTANTS:**

DCK Accounting Solutions Ltd  
Unit 1  
Uffcott Farm  
Wroughton  
Wiltshire  
SN4 9NB

The Bognor Pier Company Limited

Report of the Director  
for the Year Ended 31 December 2021

The director presents her report with the financial statements of the company for the year ended 31 December 2021.

**DIRECTOR**

Mrs G Frost held office during the whole of the period from 1 January 2021 to the date of this report.

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

**ON BEHALF OF THE BOARD:**

.....  
Mrs G Frost - Director

Date: .....

The Bognor Pier Company Limited

Income Statement  
for the Year Ended 31 December 2021

	31.12.21 £	31.12.20 £
<b>TURNOVER</b>	46,821	67,044
Administrative expenses	<u>65,585</u> (18,764)	<u>107,119</u> (40,075)
Other operating income	<u>15,680</u>	<u>39,792</u>
<b>OPERATING LOSS</b>	<u>(3,084)</u>	<u>(283)</u>
Interest receivable and similar income	<u>2</u> (3,082)	<u>69</u> (214)
Interest payable and similar expenses	<u>-</u>	<u>135</u>
<b>LOSS BEFORE TAXATION</b>	<u>(3,082)</u>	<u>(349)</u>
Tax on loss	<u>-</u>	<u>(41)</u>
<b>LOSS FOR THE FINANCIAL YEAR</b>	<u>(3,082)</u>	<u>(308)</u>

**Balance Sheet**  
**31 December 2021**

	Notes	31.12.21 £	£	31.12.20 £	£
<b>FIXED ASSETS</b>					
Investment property	4		430,000		430,000
<b>CURRENT ASSETS</b>					
Debtors	5	758		8,104	
Prepayments and accrued income		4,401		6,908	
Cash at bank		14,879		26,343	
		<u>20,038</u>		<u>41,355</u>	
<b>CREDITORS</b>					
Amounts falling due within one year	6	<u>20,277</u>		<u>38,512</u>	
<b>NET CURRENT (LIABILITIES)/ASSETS</b>			<u>(239)</u>		<u>2,843</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>429,761</u>		<u>432,843</u>
<b>CAPITAL AND RESERVES</b>					
Called up share capital			9,097		9,097
Revaluation reserve	7		411,689		411,689
Retained earnings			8,975		12,057
<b>SHAREHOLDERS' FUNDS</b>			<u>429,761</u>		<u>432,843</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The director acknowledges her responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the director and authorised for issue on ..... and were signed by:

.....  
Mrs G Frost - Director

## The Bognor Pier Company Limited

### Notes to the Financial Statements for the Year Ended 31 December 2021

#### 1. STATUTORY INFORMATION

The Bognor Pier Company Limited is a private company, limited by shares, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

#### 2. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Turnover**

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

##### **Investment property**

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in profit or loss.

##### **Taxation**

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

##### **Deferred tax**

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

#### 3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was NIL (2020 - NIL).

#### 4. INVESTMENT PROPERTY

	Total £
<b>FAIR VALUE</b>	
At 1 January 2021 and 31 December 2021	<u>430,000</u>
<b>NET BOOK VALUE</b>	
At 31 December 2021	<u>430,000</u>
At 31 December 2020	<u>430,000</u>

#### 5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21 £	31.12.20 £
Trade debtors	<u>758</u>	<u>8,104</u>

The Bognor Pier Company Limited

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2021

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Trade creditors	-	(1)
Taxation and social security	1,853	5,101
Other creditors	18,424	33,412
	<u>20,277</u>	<u>38,512</u>

7. RESERVES

	Revaluation reserve £
At 1 January 2021 and 31 December 2021	<u>411,689</u>

The Bognor Pier Company Limited

Detailed Profit and Loss Account  
for the Year Ended 31 December 2021

	31.12.21		31.12.20	
	£	£	£	£
<b>Turnover</b>				
Rent Received		46,821		67,044
<b>Other income</b>				
Sundry receipts	5,530		9,689	
Grant income towards repair costs	-		24,058	
Insurance Claims	10,150		6,045	
Deposit account interest	2		69	
	<u>2</u>	<u>15,682</u>	<u>69</u>	<u>39,861</u>
		<u>62,503</u>		<u>106,905</u>
<b>Expenditure</b>				
Rates and water	40		194	
Insurance	9,910		12,077	
Light and heat	929		452	
Major property repairs	-		24,058	
General repairs & maintenance	11,671		7,736	
BRTC management fee	36,000		42,500	
Health and safety	-		383	
Managing agent	2,488		2,423	
Sundry expenses	54		131	
Accountancy	1,000		1,000	
Subscriptions	33		31	
Legal and professional fees	3,460		4,359	
Bad debts	-		11,775	
	<u>-</u>	<u>65,585</u>	<u>11,775</u>	<u>107,119</u>
		<u>(3,082)</u>		<u>(214)</u>
<b>Finance costs</b>				
Interest payable		-		135
<b>NET LOSS</b>		<u><u>(3,082)</u></u>		<u><u>(349)</u></u>

**BOGNOR REGIS TOWN COUNCIL**  
**TOWN COUNCIL AND COMMITTEE ATTENDANCE SCHEDULE 2021-2022**  
**FROM 15<sup>th</sup> March 2021 TO 14<sup>th</sup> March 2022**

<b>COUNCILLORS</b>	<b>COUNCIL</b>	<b>P &amp; R</b>	<b>C E &amp; E</b>	<b>P &amp; L</b>	<b>E P &amp; L</b>
Cllr. J. Barrett	8/10	8/8	6/6	11/11	--
Cllr. K. Batley	4/10	--	0/1	--	6/8
Cllr. J. Brooks	10/10	--	6/6	--	7/8
Cllr. A. Cunard	7/10	7/8	2/6	2/8	--
Cllr. Mrs. S. Daniells	8/10	--	--	7/11	4/8
Cllr. J. Erskine	5/10	3/8	--	0/11	4/8
Cllr. S. Goodheart	6/10	6/8	--	3/3	2/2
Cllr. H. Jones	2/10	4/8	2/6	--	--
Cllr. Miss C. Needs	5/10	--	1/6	--	--
Cllr. Ms. A. Sharples Resigned 09.08.2021	1/4	1/3	1/3	2/3	--
Cllr. W. Smith	8/10	1/3	6/6	1/3	2/6
Cllr. Mrs. S. Staniforth	1/10	--	2/4	0/8	1/2
Cllr. M. Stanley	7/10	7/7	1/2	--	7/8
Cllr. Stephen Reynolds Elected 06.05.2021	4/8	3/6	--	--	4/6
Cllr. Mrs. J. Warr	10/10	2/2	6/6	10/11	7/8
Cllr. B. Waterhouse Elected 14.10.2021	5/5	3/4	--	5/6	2/2
Cllr. P. Woodall	9/10	4/8	--	3/8	3/6