



# BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Glenna Frost, The Town Hall, Clarence Road

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Dear Sir/Madam,

## **EXTRAORDINARY MEETING OF THE ALLOTMENTS SUB-COMMITTEE**

I hereby give you Notice that a Meeting of the Allotments Sub-Committee of the Bognor Regis Town Council will be held in **The Council Chamber, The Town Hall, Clarence Road, Bognor Regis** at **3.30pm on TUESDAY 21<sup>st</sup> FEBRUARY 2023.**

All Members of the Allotments Sub-Committee are **HEREBY SUMMONED** to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

CHAIRMAN OF COMMITTEE

TOWN CLERK

**DATED this 8<sup>th</sup> day of FEBRUARY 2023**

### **AGENDA AND BUSINESS**

1. Chairman's Announcement and Apologies for Absence
2. Declarations of Interest:  
Members and Officers are invited to make any declarations of Disclosable Pecuniary, Other Registrable and/or Ordinary Interests that they may have in relation to items on this agenda and are reminded that they should 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, Other Registrable 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 or Other Registrable Interest, and therefore must leave the room for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question Time
3. To consider and agree the installation of 6ft metal security fencing on the remainder of the boundary of the Original site.

**THERE IS A LIFT AVAILABLE AT THE TOWN HALL FOR ACCESS TO THE COUNCIL CHAMBER IF REQUIRED**

**BOGNOR REGIS TOWN COUNCIL  
ALLOTMENTS SUB-COMMITTEE EXTRAORDINARY MEETING  
21<sup>st</sup> FEBRUARY 2023**

**AGENDA ITEM 3 - TO CONSIDER AND AGREE THE INSTALLATION OF  
6FT METAL SECURITY FENCING ON THE REMAINDER OF THE  
BOUNDARY OF THE ORIGINAL SITE**

**REPORT BY SUB-COMMITTEE CLERK**

**FOR DECISION**

As reported at the Sub-Committee Meeting of the 14<sup>th</sup> November 2022 the northwest boundary of the Original site consists of low wire mesh fence approximately 3ft tall with a small, unlocked gate. The fence backs on to a path leading to the rear gardens of properties on Gravits Lane. The access to the path is via a secure gate opened by a keypad and maintained by Town Force. The code for the keypad is changed every six months and the codes given to the residents and allotment holders that use that access.

During the Sub-Committee Meeting, a 3-metre section of the northeast boundary was identified that did not have the 6ft metal security fencing but instead uses a section of wooden fencing on ADC land as the boundary.

Subsequent to the Sub-Committee Meeting a 9-metre section of the southwest fence was found to be missing. This section currently has 3ft chain link fencing.

These gaps are marked on the plan below.

There is no explanation for why these two sections were omitted from the fencing carried out in 2016.

The installation of 6ft fencing would match the fencing on all the other allotment boundaries, help alleviate fly tipping and remove the need to inform Gravits Lane residents of the six-monthly change to the keypad code.



### AGENDA ITEM 3

At the Sub-Committee Meeting of the 14<sup>th</sup> November 2022 (Min. 20 refers) the Sub-Committee Clerk was instructed to obtain quotations to complete the fencing of the Original site.

To help reduce costs Town Force would carry out the initial ground clearance work so this work was not included in any quotes.

Three fencing contractors were originally approached for quotations to fence the three sections and, as one declined to quote, a fourth contractor was approached.

All quotes cover the supply and installation of 1.8m green V-Mesh fencing and a pedestrian gate. One contractor plans to reuse the existing gate.

Company A - £2,941.67

Company B - £4,471.16

Company C - £5,911.66

Quotes exclude VAT.

#### **DECISIONS**

To consider the quotations received and **AGREE** on the preferred contractor.

To **RECOMMEND** to the Policy & Resources Committee the expenditure from the Rolling Capital Programme.