



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Glenna Frost, The Town Hall, Clarence Road
Bognor Regis, West Sussex PO21 1LD

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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 **5.00pm on WEDNESDAY 16th AUGUST 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 10th day of AUGUST 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. Further consideration of the Annual Review of Rental Charges deferred from the last meeting – Min. 9 refers

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

AGENDA ITEM 3

BOGNOR REGIS TOWN COUNCIL EXTRAORDINARY MEETING OF THE ALLOTMENTS SUB-COMMITTEE 16th AUGUST 2023

AGENDA ITEM 3 – ANNUAL REVIEW OF RENTAL CHARGES

REPORT BY SUB-COMMITTEE CLERK

FOR DECISION

Following the review in 2022, where rents were charged at the rate of £0.28 per m², the annual rental income is £2,349.

The Sub-Committee is being asked to determine the rental charges for the year commencing 1st October 2023.

As a comparison, rentals charged by a selection of other councils within West Sussex are:

Council	2022 charge p.m ² .	2023 charge p.m ² .	Increase	Comments
Adur & Worthing small plot	44p	48p	9%	30% discount for 65+
Adur & Worthing large plot	48p	53p	10%	30% discount for 65+
Chichester	40p	43.5p	9%	
Crawley	48p	50p	4%	50% discount for 65+
Littlehampton	31p	34p	10%	
Bognor Regis	28p			

As further background the direct costs of operating the Town Council's allotments are:

Expenditure category	22/23 £	21/22 £	20/21 £	19/20 £
Town Force labour excluding project work	2,811	1,469	1,276	3,317
Water	720	333	773	293
Rubbish Disposal	166	-	-	-
Maintenance & Equipment	135	429	298	424
Competition Expenses net of Sponsorship Income	32	-	-	40
TOTAL	3,863	2,231	2,347	4,074

It should be noted that the Town Force costs are an internal accounting recharge with the costs already incurred by the Town Council. As such there would not be a saving if the maintenance work was not carried out on the allotments.

DECISIONS

a) Do Members wish to increase annual rents for 2023/2024?

and

b) If Members wish to increase annual rents for 2023/2024 what should the increase be?