



# BOGNOR REGIS TOWN COUNCIL

TOWN CLERK, Joanne Davis, The Town Hall, Clarence Road,

Bognor Regis, West Sussex, PO21 1LD

Telephone: 01243 867744 E-mail: clerk@bognorregis.gov.uk

Dear Sir/Madam,

## **MEETING OF THE POLICY AND RESOURCES COMMITTEE**

I hereby give you Notice that a Meeting of the Policy and Resources Committee of Bognor Regis Town Council will take place in **The Council Chamber, The Town Hall, Clarence Road, Bognor Regis** at **6.30pm on MONDAY 15<sup>th</sup> DECEMBER 2025**.

All Members of the Policy and Resources 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.) Any written question received by 9am on Monday 15<sup>th</sup> December from members of the public not able to attend the Meeting in person, will be read by the Chair during this adjournment.

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

**DATED this 8<sup>th</sup> DAY of DECEMBER 2025**

**TOWN CLERK**

## **AGENDA AND BUSINESS**

1. Welcome by Chair
2. Apologies for Absence and their approval, subject to meeting the agreed criteria
3. 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 redeclare 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
- 4. To Approve the Minutes of the Meeting held on 17<sup>th</sup> November 2025
- 5. ADJOURNMENT for public question time and statements
- 6. Adjournment for Town Councillors not appointed to this Committee to make comment and ask questions on the draft Budget proposals for 2026/2027
- 7. To consider the draft Budget proposals for 2026/2027 including: -
  - any recommendations from Committees
  - to **AGREE** to **RECOMMEND** to Council the draft Budget proposals for 2026/2027 noting the required Precept to fund the agreed Budget
- 8. To resolve to move to Confidential Business (S.O. 3d) – (contractual and staffing)
- 9. To receive an update and recommendations from the Bognor Regis Town Hall Working Party and to agree further actions
- 10. To ratify any recommendations from the Joint Consultative Sub-Committee (Staffing) Meeting held on 15<sup>th</sup> December 2025

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

**BOGNOR REGIS TOWN COUNCIL  
POLICY AND RESOURCES COMMITTEE MEETING - 15<sup>th</sup> DECEMBER 2025**

**AGENDA ITEM 7 - TO CONSIDER THE DRAFT BUDGET PROPOSALS FOR 2026/2027 INCLUDING: -**

- **ANY RECOMMENDATIONS FROM COMMITTEES**
- **TO AGREE TO RECOMMEND TO COUNCIL THE DRAFT BUDGET PROPOSALS FOR 2026/2027 NOTING THE REQUIRED PRECEPT TO FUND THE AGREED BUDGET**

**REPORT BY TOWN CLERK**

**FOR INFORMATION &  
DECISION**

Members are asked to **NOTE** the following important statement.

**RESTRICTIONS ON VOTING UNDER SECTION 106 OF THE LOCAL GOVERNMENT FINANCE ACT 1992**

Members are reminded of the restrictions on voting outlined in Section 106 of the Local Government Finance Act 1992. In particular it should be noted that where a Member has at least two months arrears of Council Tax he or she must not vote on any matter relating directly to the setting of next year's Council Tax (though they may remain in the meeting and may speak).

**DRAFT BUDGET PROPOSALS FOR 2026/2027 INCLUDING RECOMMENDATIONS AND REQUESTS FROM INDIVIDUAL COUNCILLORS**

Members will receive a hard copy of the draft Budget proposals and Budget summary sheets for the financial year ending 31<sup>st</sup> March 2027 as prepared in liaison with the Town Council's Accountant and based on the recommendations from the various Committee meetings.

The Budget papers have been circulated to all Members of the Council, and those Members that are not appointed to the Policy and Resources Committee, will have an opportunity to ask questions and make statements or requests during a specific Agenda item, thereby enabling Members of the Committee to be aware of opinions from all Councillors when they debate and agree the recommended Budget.

In addition to the Committee recommendations, provision has been made within the draft Budget proposals for various items for consideration by the Committee. A list of these proposals will be provided to Members under separate cover.

Members are reminded that the draft Budget proposals and summary sheets are purely preliminary at this stage and should be treated as **confidential**. A final draft will be presented to Council for approval in the New Year.

**TO AGREE TO RECOMMEND TO COUNCIL THE DRAFT BUDGET PROPOSALS FOR 2026/2027 NOTING THE REQUIRED PRECEPT TO FUND THE AGREED BUDGET**

Having reviewed the draft Budget proposals, Members are required to agree a final Budget for recommendation to Council in the New Year, noting the required Precept to fund the agreed draft Budget.

**DECISION**

To **AGREE** to **RECOMMEND** to Council the draft Budget proposals for 2026/2027 noting the required Precept to fund the agreed Budget.