



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,

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

I hereby give you Notice that an Extraordinary Meeting of the Policy and Resources Committee of the Bognor Regis Town Council will take place in **The Council Chamber, The Town Hall, Clarence Road, Bognor Regis** at **6.30pm on MONDAY 29th JUNE 2026**.

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 29th June from members of the public not able to attend the Meeting in person, will be read by the Chair during this adjournment.

CHAIR OF COMMITTEE

TOWN CLERK

DATED this 23rd day of JUNE 2026

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. Adjournment for public question time and statements
 5. To receive an update on markets in the Town Centre and agree any next steps
 6. To receive an update in relation to the proposal for a Big Screen event to be broadcast, should England make it into the FIFA World Cup Final in July 2026, and agree any next steps – Min. 154 refers
 7. To resolve to move to Confidential Business (S.O. 3d) – (contractual and staffing)
 8. To ratify any recommendations from the Joint Consultative Sub-Committee (Staffing) Meeting held on 29th June 2026
 9. To receive an update and any recommendations from the Bognor Regis Town Hall Working Party and to agree further actions – Min. 160 refers

Agenda items **8** and **9** will contain confidential items and require a resolution to exclude public and press.

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

AGENDA ITEM 5

**BOGNOR REGIS TOWN COUNCIL
EXTRAORDINARY POLICY AND RESOURCES COMMITTEE MEETING
29th JUNE 2026**

AGENDA ITEM 5 - TO RECEIVE AN UPDATE ON MARKETS IN THE TOWN CENTRE AND AGREE ANY NEXT STEPS

REPORT BY THE DEPUTY CLERK

FOR DECISION

Following the update given at the meeting held on 30th March 2026, Members agreed to the proposed approach to focus on a series of themed markets (Min. 180 refers).

Officers have met with a number of specialist market providers, including artisan, food, themed and seasonal events, with differing delivery models and financial arrangements.

A summary of the options available are detailed in the table attached as **Appendix 1**.

The current budget available for market provision is £12,492.34.

Members are invited to consider the options available and determine whether they wish to progress discussions with one or more providers, or whether any further information is required before a decision is made.

DECISION

Members are asked to **RESOLVE** to **AGREE** any next steps relating to market provision in the Town.

Provider	Theme	No. of Stalls	Availability	Duration	Cost
Company A - London Based	<ul style="list-style-type: none"> - Summer Food and Drink Festival - Halloween Themed Market - Christmas Themed Market <p>Lots of optional extras to help different themes i.e. Pumpkin Carving at Halloween, Grotto at Christmas.</p> <p><u>Optional extras cost examples:</u></p> <ul style="list-style-type: none"> - Cinema Screening £3,250 - Snow Globe Photo Opportunity £3,500 - Programming & Events £5,000 (includes Children's workshops, face painting, piñata making, cultural activites, entertainment, DJ's) 	<p>Commit to between 8-10 stalls.</p> <p>Entertainment could also be incorporated, subject to available budget.</p> <p>Site visit completed.</p>	<p>Provisional dates have been identified as 8th August, 31st October and 12th December. All Saturdays which would clash with BID. The August date is apparently not flexible, but the October and December events could move to a Sunday.</p>	<p>Three one-day Markets for a set cost.</p> <p>Should demand from traders prove sufficient, the provider would be willing to introduce additional market dates at no additional management fee.</p>	<p>£10,000 (without optional extras). This includes market management, health and safety, licensing, permits and compliance. Waste management and recycling services, marketing – banners, posters and leaflets.</p>
Company B - Sussex Based	<ul style="list-style-type: none"> - Farmers Market Style - Local Produce - Artisan Products 	<p>No committed number currently.</p> <p>Keen to do a site visit.</p>	<p>Currently being negotiated with vendor.</p>	<p>Monthly Market – Day of week to be discussed further with availability for start date.</p>	<p>Costs are currently under discussion and will form part of ongoing negotiations following a site visit.</p>
Company C – Cambridgeshire Based	<ul style="list-style-type: none"> - Food and Drink Festival - October Market - Christmas Themed Market <p>Keen to look at lots of different themes including a Night Market. Also likes the options of different venues in future to include the Place St Maur and Seafront.</p>	<p>Could bring 16-20 stalls to London Road with more in bigger venues such as Hotham Park, Seafront, Place St Maur, West Park, London Road Coach Park, or High Street.</p> <p>Site visit completed.</p>	<p>Has one weekend in mind for end of July/August.</p> <p>Confirmation is required by Tuesday 30th June 2026 to allow sufficient time for licence applications and trader bookings.</p>	<p>2-3 one-day events.</p> <p>Must include a Saturday.</p>	<p>The provider has indicated that charges are likely to be limited to recovering licensing (approximately £276 per market) and small associated operational costs.</p> <p>The provider would be responsible for security, entertainment and on-site power generation.</p>

Company D - London Based	Regular themed markets	Not discussed due to availability. No site visit arranged, as yet.	No availability for 2026.	Regular high spec markets.	Established provider of high-quality themed markets. Costs are anticipated to be higher than the other options considered. Able to discuss potential options for 2027.
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**BOGNOR REGIS TOWN COUNCIL
EXTRAORDINARY POLICY AND RESOURCES COMMITTEE MEETING
29th JUNE 2026**

AGENDA ITEM 6 - TO RECEIVE AN UPDATE IN RELATION TO THE PROPOSAL FOR A BIG SCREEN EVENT TO BE BROADCAST, SHOULD ENGLAND MAKE IT INTO THE FIFA WORLD CUP FINAL IN JULY 2026, AND AGREE ANY NEXT STEPS – MIN. 154 REFERS

REPORT BY THE DEPUTY CLERK

FOR DECISION

Members will recall that, at its meeting held on 2nd February, the Committee considered a proposal regarding the screening of the 2026 FIFA World Cup Final in the town centre and resolved, in principle, that a budget of £3,000 be funded from General Reserves for a big screen event, should England qualify for the Final (Min. 154 refers).

Since that decision was made, the Town Council has received a formal representation on behalf of a number of licensed premises within the town expressing concerns regarding the proposal.

The concerns raised include:

- The absence of consultation with local pubs, bars and hospitality venues prior to the decision being made;
- The potential impact on local businesses which traditionally host major sporting events and make significant financial and staffing commitments in preparation for such occasions;
- The hospitality industry is already facing significant economic struggles, and concerns were strongly expressed that the proposed screening could result in further financial losses for local businesses;
- Concerns regarding the management of large football crowds within the town centre and the associated risks of anti-social behaviour, crime and disorder;
- Potential implications for stewarding, security, emergency planning and public safety; and
- The perception that a publicly funded event may directly compete with established local businesses.

The Deputy Clerk and Events Manager subsequently met with managers of local hospitality venues, to listen to their concerns and clear up some misunderstanding of what the Town Council might deliver.

In conclusion, the hospitality venues had been advised that BRTC intended to screen every World Cup match, rather than only the Final. Once this misunderstanding had been clarified, and the Events Manager confirmed that an alternative location in West Park was being considered, concerns about holding the event diminished significantly. However, there were still concerns raised about the screening happening even with the proposed relocation.

The Events Manager explored the option of relocating the screening to West Park, however, this assessment identified a number of significant challenges associated with the alternative location. These included the proximity of nearby residential properties, the need to manage noise levels during the event, during build and break and ingress and egress, the size of the park and the associated safety considerations with antisocial behaviour and the possible requirement to bring in extra lighting due to the timing of the match itself.

The match is scheduled to commence at 8pm and could continue until 11pm, or later, depending on the outcome. In addition, the dismantling and removal of event infrastructure would likely extend into the early hours of Monday morning. These factors raised concerns regarding the suitability and operational viability of West Park as an alternative venue.

To ensure the event can be managed safely at West Park, additional security and stewarding provisions would be required at an estimated cost of £1,716.

ADC have been extremely cooperative and constructive in their engagement regarding the potential relocation of the event, provided that all environmental health requirements, safety measures, and associated operational considerations are fully considered and satisfactorily managed.

Officer Recommendation

There are a number of matters to be considered in going ahead with the event:

- the additional expenditure required to deliver the event safely
- the late-night timing of the fixture and associated event operations
- the practical difficulties in effectively managing and mitigating noise impacts on nearby residents
- the concerns of the local hospitality venues
- the fact that we will not know whether England have reached the Final until possibly 4 days before the date of the event. Should the event be cancelled at short notice then we may lose deposits or full balances paid.

Therefore, it is the Officer recommendation not to proceed with the FIFA World Cup Final screening event.

DECISION

Members are asked to **RESOLVE** to **AGREE** any next steps relating to a Big Screen Event in the town should England make the World Cup Final on Sunday 19th July 2026.