



# BOGNOR REGIS TOWN COUNCIL

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Dear Sir/Madam,

## MEETING OF THE ENVIRONMENT AND LEISURE COMMITTEE

I hereby give you Notice that a Meeting of the Environment and Leisure Committee of the Bognor Regis Town Council will be held at The Town Hall, Clarence Road, Bognor Regis at **6.30pm** on **MONDAY 28<sup>TH</sup> MAY 2012**

All Members of the 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** to the Committee during an adjournment shortly after the meeting has commenced. (NOTE: Members of the public will be asked to provide their names and addresses and are encouraged to put questions in advance, in writing. Priority will be given to written questions. Questions should be restricted to the functions of this Committee.)

Refreshments will be available and any donations to the Mayor's Charity will be gratefully received.

DATED this 22<sup>ND</sup> MAY 2012

CLERK TO THE COUNCIL

### **THE AGENDA and BUSINESS to be TRANSACTED is:**

1. To note the appointment of Chairman and Vice-Chairman as agreed at the Annual Meeting
2. Chairman's Announcements and Apologies for Absence
3. Declarations of Interest
4. To approve the Minutes of the Meeting held on 26th March 2012
5. Adjournment for public question time
6. Matters Arising from the Minutes which are not separate Agenda Items – report attached
7. Appointment of Sub-Committees and Working Parties
  - (a) Allotments Sub-Committee including consideration of recommendations to Council of co-options for ratification
  - (b) Bognor Regis in Bloom Working Parking including consideration of recommendations to Council of co-options for ratification
  - (c) Christmas Illuminations Sub-Committee including consideration of recommendations to Council of co-options for ratification
8. To consider Terms of Reference for the following Committee/Sub-Committees/Working Parties, including updates and amendments if required
  - (a) Environment & Leisure Committee
  - (b) Allotments Sub-Committee
  - (c) Christmas Illuminations Sub-Committee
  - (d) Bognor Regis in Bloom Working Party

9. To note and consider the Resolutions passed and issues raised at the Annual Town Meeting of Electors referred to this Committee including:
  - (a) Resolution: 'The Town Council to look into how the area around the Railway Station could be better regenerated, by looking to improve and find the best use for this area.'
  - (b) Issue: Request for an increase in refuse collection points for recycling particularly in the area near the beach.
  - (c) Issue: The Railway Station office's opening hours
  - (d) Issue: The loss of benches and bins near the skate park, at Rock Gardens
10. Update on replacement/repair of up-lighters and pea-lights Bognor Regis High Street, Min. 106 refers, including consideration of Recommendation to P & R Committee for funding from the Rolling Capital Programme for additional costs for replacement of uplighters. Report attached
11. Ward Allocations Environmental Projects Budget including:  
Further consideration of allocation for 2011/2012 and any new projects for current year
12. In Bloom Working Party – Consideration of the Resolutions, Recommendations and Reports in the Notes of the meetings held on 20<sup>th</sup> March 2012 and 19<sup>th</sup> April, including:  
Recommendation to move lavender to rear of boats on the Chichester Road roundabout
13. Consideration of letter from West Sussex County Council regarding Community Flood Prevention Fund – copy attached
14. Request from Bognor Regis Local History Society and Museum for release of annual funding to assist with running expenses at the Museum for the 2012 season
15. To ratify decision on consultation by West Sussex County Council re Request for Tourist Signs on the Highways for Butlins Wave Hotel
16. To consider Arun District Council public consultation questionnaire entitled 'Your Council 2013-2017'
17. Request to West Sussex Lieutenancy Office for a local representative to attend a Committee meeting to give overview of their role
18. Consideration of investigating the formation of an Arun District branch of the Sussex Association of Local Councils
19. To note Earmarked Reserves as at 31<sup>st</sup> March 2012
20. Items for inclusion on JWAAC Agenda
21. Reports:
  - (a) Financial Reports
  - (b) Any other reports
22. Correspondence

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