



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Glenna Frost, The Town Hall, Clarence Road
Bognor Regis, West Sussex PO21 1LD
Telephone: 01243 867744
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Dear Sir/Madam,

MEETING OF THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE

I hereby give you Notice that a Meeting of the Community Engagement and Environment Committee of the Bognor Regis Town Council will be held at The Town Hall, Clarence Road, Bognor Regis at 6.30pm on MONDAY 18th NOVEMBER 2019

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 or make Statements 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 submit questions/statements in advance, in writing. Priority will be given to written submissions. Questions/statements 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 11th NOVEMBER 2019

TOWN CLERK

THE AGENDA and BUSINESS to be TRANSACTED is:

1. **Chairman's Announcement and Apologies for Absence**
2. **Declarations of Interest:**
Members and Officers are invited to make any declarations of Disclosable Pecuniary 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 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, 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 Approve the Minutes of the Meeting held on 23rd September 2019
4. Adjournment for Public Question Time and Statements extended to a maximum of 60 minutes in accordance with Standing Orders (S.O. 31.8)
5. **Clerk's** Report from previous minutes
6. Consideration of the notes from the Public Question Time and Statements of the Meeting held on the 23rd September 2019 (Min. 40 refers) including consideration of the Notes and Recommendations from the Open Forum held 17th October 2019 on Climate Change and green issues and the additional comments received post meeting
7. Beach Access Topic Team - Consideration of the Recommendations and Reports in the Notes of the Meeting held on 10th October 2019
8. Youth Services Update including to receive the Notes and Recommendations of the Youth Worker Steering Group Meeting held on 6th November 2019
9. To note and determine any applications received for the Flexible Community Fund including Ratification of the £90.00 paid to CREATE as agreed by the Town Clerk, the Chairman and Vice-Chairman under delegated authority
10. Councillor Surgeries including update on Rock Gardens and other issues raised
11. Ward Allocation Environmental Projects Budget for 2019/20
12. Update on consideration to erect notices discouraging the feeding of birds on the Promenade - Min. 43 refers
13. Consideration of a request to re-look at the Playing Out Scheme - Min. 47 refers
14. West Sussex County Council Initiative around Community Improvements
15. Consideration of an initiative being promoted by Arun District Council called AccessAble, an organisation that provide information to disabled people about accessibility, including; a proposal to receive a presentation from an AccessAble representative and any recommendation to the Policy and Resources Committee for any budgetary requirements for associated costs
16. Proposals and required budgets for 2020 including: Flexible Community Fund, Youth Provision, Playdays, Ward Allocation, Surgeries and Open Forums, and the Bognor Regis in Bloom Working Group
17. Bognor Regis in Bloom Working Group - Consideration of the Resolutions, Recommendations and Reports in the Notes of the Meeting held on 3rd October 2019
18. Correspondence

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



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MINUTES OF THE MEETING OF THE
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
HELD ON MONDAY 23rd SEPTEMBER 2019

PRESENT: Cllr. W. Smith (Chairman); Cllrs. J. Barrett, J. Brooks (from Min. 39), A. Cunard, Mrs. I. Erskine, H. Jones, Miss. C. Needs, Ms. A. Sharples and Mrs. S. Staniforth

IN ATTENDANCE: Mrs. S. Hodgson (Projects Officer)
3 members of the public
Councillors in the public gallery:
Cllrs. S. Goodheart and Mrs. J. Warr
Nik Demetriades - 4Sight Vision Support

The Meeting opened at 6.30pm

36. CHAIRMAN'S ANNOUNCEMENT AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present and read the Council's opening statement. No apologies had been received.

37. DECLARATIONS OF INTEREST:

Members and Officers were reminded to make any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this Agenda

Members and Officers should declare an Interest by stating: -

- a) The item they have an Interest in
- b) whether it is a Disclosable Pecuniary 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, 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

They then need to re-declare their Interest and the nature of the Interest at the commencement of the item or when the Interest becomes apparent. They should request that it be recorded in the Minutes that they will leave the meeting and will neither take part in discussion, nor vote on the item.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their Interests - both Disclosable Pecuniary and Ordinary. These forms should be returned to the Committee Clerk at the end of the meeting to enable all declarations of Interest to be accurately recorded in the Minutes. Members were reminded that it is their responsibility to notify the Monitoring Officer of all Disclosable Pecuniary Interests, not already recorded on their Register of Interests Form, within 28 days.

Cllr. Cunard declared an Ordinary Interest in item 14 as an entrant to Bognor Regis In Bloom

Cllr. Ms. Sharples declared an Ordinary Interest in item 14 as an entrant to Bognor Regis In Bloom

38. TO APPROVE THE MINUTES OF THE MEETING HELD ON 15th JULY 2019

The Minutes of the Meeting held on the 15th July 2019 were approved by the Committee as a correct record and were signed by the Chairman.

Cllr. Brooks joined the Meeting

39. ADJOURNMENT FOR PRESENTATION FROM THE FUNDRAISING AND BUSINESS DEVELOPMENT MANAGER OF 4SIGHT VISION SUPPORT ON THEIR UPCOMING ANNIVERSARY OF 100 YEARS OF SERVICE TO THE VISUALLY IMPAIRED COMMUNITY OF BOGNOR/WEST SUSSEX

The Chairman adjourned the Meeting at 6.34pm

A presentation was given by Nik Demetriades on behalf of 4Sight Vision Support.

The Meeting was re-convened at 7.05pm

The Chairman thanked Mr. Demetriades on behalf of the Committee for his informative presentation.

40. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS EXTENDED TO A MAXIMUM OF 60 MINUTES IN ACCORDANCE WITH STANDING ORDERS (S.O. 31.8)

The Chairman adjourned the Meeting at 7.05pm

The Projects Officer read out the following statement:

During this time members of the public will be allowed to direct questions to the Committee or comment on any appropriate topic. Please note, during this session Councillors will not be able to make any decisions on any of the topics discussed and no Minutes will be documented. However, brief notes will be taken and any item that the Committee would like to debate or requires a decision will be made an agenda item for the following Community Engagement and Environment Meeting.

A written statement had been received from a member of the public regarding a number of items relating to green issues and climate change. This was circulated to Members ahead of the meeting.

A member of the public asked why Arun do not have a food waste collection. A Member, who is also a District Councillor, reported that ADC are currently looking to re-negotiate the inclusion of food waste collection into the contract with their cleansing contractor.

A Councillor who was seated in the public gallery asked if the Town Council would consider adopting some land by the skateboard park and kiosk and would the Council further consider approaching ADC regarding some signage boards that were used for public consultation regarding the Sunken Gardens.

The Member was advised by the Projects Officer to make a request that these items be submitted for consideration via the relevant Committee and be placed on the next available Agenda.

The Meeting was reconvened at 7.15pm

41. CLERK'S REPORT FROM PREVIOUS MINUTES

41.1 20th May 2019 - Min. 8.1 - Update on Old Town Area
There is no update at this stage.

41.2 15th July 2019 - Min. 26.4 - Hotham Park website
The out of date website was originally set up by the son of one of the members of the Hotham Park Heritage Trust and whilst he has been approached, he has declined to take the site down. Some work is being undertaken to get the Hotham Park Heritage Trust site to the top of the Google list.

41.3 15th July 2019 - Min. 29.4 - Update on Street Sheet
A draft design has been produced and is currently being proof-read and approved. It is hoped that the first edition will be printed and circulated within the next couple of weeks. A sum of money has been retained for updates and re-prints.

41.4 15th July 2019 - Min. 30 - Re-listing of the Alexandra Theatre as an Asset of Community Value

The process of gathering evidence of support from users of the Theatre and the general public is currently being undertaken. The responses will be collated at the end of September and the application submitted to Arun District Council.

42. CONSIDERATION OF THE NOTES FROM THE PUBLIC QUESTION AND STATEMENTS TIME OF THE MEETING HELD ON THE 15th JULY 2019 (MIN. 24 REFERS) INCLUDING: REFERRAL FROM FULL COUNCIL AT THEIR MEETING HELD 1st JULY 2019 (MIN. 70.4 REFERS), FOR THIS COMMITTEE TO CONSIDER THE ISSUE OF CLIMATE CHANGE EMERGENCY AS PREVIOUSLY RAISED AT THE ANNUAL TOWN MEETING OF ELECTORS HELD 18th MARCH 2019 (MIN.11 REFERS)

The Projects Officer's report was NOTED.

Members reviewed the notes from the Public Questions and Statements time of the Meeting held 15th July 2019 and following discussion AGREED that any of the items relating to green issues should be addressed at the planned Open Forum.

The Projects Officer reported that since the last meeting, Town Force, the Weather Readers and the Events Team had all been issued with environmentally friendly re-fillable water bottles and some work had been undertaken with the BID to tackle the overgrown grass verges in the Queensway area.

The Projects Officer further reported that all bedding flowers are recycled when removed by Town Force at the end of the summer/winter season and when requested, given to members of the public.

Regarding the issues at King George Court, a Member confirmed that he had made contact with a representative of King George Court but was awaiting a reply.

Members were invited to consider the issue of Climate Change Emergency as previously raised at the Annual Town Meeting of Electors.

A Councillor read the following statement:

"Of 353 councils in England, 227 of them have declared a climate emergency. On 8th October 2018, the IPCC - Intergovernmental Panel on Climate, changed released a report on the state of Climate Science. Not climate opinion, climate science. It places responsibility on the individual, the family, the community, the Council and the Government - at every layer of accountability, the duty to take this emergency seriously, and address it

with all appropriate measures. The Zero Carbon Britain Report set a target of reducing local climate impact by 2030 - and a significant number of the councils that have declared an emergency, have adopted similar targets. As elected representatives of our community, it is our duty to pay heed to the serious warnings and ensure that we as a town council are doing everything we can to safeguard the future of this community as best we can. At the appropriate time, following the debate, I would like to request that the vote be recorded."

Following further discussion, a recorded vote was taken:

FOR	AGAINST	ABSTENTION
Cllr. Barrett		
Cllr. Brooks		
	Cllr. Cunard	
Cllr. Mrs. Erskine		
Cllr. Jones		
Cllr. Miss Needs		
Cllr. Ms. Sharples		
Cllr. Smith		
Cllr. Mrs. Staniforth		

Members therefore AGREED to RECOMMEND that the Town Council declare a Climate Emergency.

43. CONSIDERATION OF A RESIDENT'S REQUEST FOR THE TOWN COUNCIL TO CONTACT ARUN DISTRICT COUNCIL TO ERECT NOTICES DISCOURAGING THE FEEDING OF BIRDS ON THE PROMENADE AS PREVIOUSLY RAISED AT THE COUNCIL MEETING HELD 2nd SEPTEMBER 2019 (MIN. 87 REFERS)

The Projects Officer's report was NOTED including the referral from Council, for this Committee to consider contacting Arun District Council to request notices be erected on the promenade to discourage the feeding of birds.

Some Members felt that there is a risk of having too many "stop" notices and it would be far more effective to employ more enforcement officers. Other Members felt a softer approach such as some artwork on the pavement would be better. Following discussion, it was AGREED that an approach be made to ADC to see if they would permit some artwork to deter the feeding of birds to be sprayed onto the pavement and if so for the Town Council to look at undertaking this in partnership with CREATE.

Officers will make the initial approach to ADC and bring the item back to the Committee for further discussion as to the form this artwork should take and to determine any budgetary requirements.

44. BEACH ACCESS TOPIC TEAM - CONSIDERATION OF THE RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 29th AUGUST 2019

The Projects Officer's report, including the Notes of the Beach Access Topic Team Meeting held on 29th August 2019 as previously circulated, was NOTED.

Members considered the recommendation from the Beach Access Topic Team to recommend to the Policy and Recourses Committee that a fund of £3,000 be earmarked or a budget set for 2020/21 to enable the installation of a temporary ramp. Following discussion Members AGREED not to proceed with the recommendation and that therefore, the temporary ramp project should progress no further.

45. YOUTH SERVICES UPDATE INCLUDING TO RECEIVE THE NOTES OF THE YOUTH WORKER STEERING GROUP MEETING HELD ON 14th AUGUST 2019

The Projects Officer's report, including the Notes of the Youth Worker Steering Group Meeting held on the 14th August 2019 as previously circulated, was NOTED. Members were further asked to note that the CREATE action plan as referred to at that meeting was still pending.

The Projects Officer tabled a further verbal report relating to CREATE and the outreach work due to be delivered in Bognor Regis.

Members considered the recommendation from the Youth Worker Steering Group and following discussion Members AGREED to RECOMMEND to the Policy and Resources Committee to agree in principle to provide match funding support specifically to CREATE for 3 years starting in 2020/21 with an annual budget of £10,000.

46. TO NOTE AND DETERMINE ANY APPLICATIONS RECEIVED FOR THE FLEXIBLE COMMUNITY FUND

The Projects Officer's report was NOTED, and Members were asked to consider the following application for the Flexible Community Fund.

46.1 ROX Music and Arts - £2,340 for the purchase of storage containers needed to store panels as part of the ROX Halloween event on the 31st November 2019

Members AGREED to APPROVE this application and fund £1,800 at this time it was further AGREED to consider donating any residual funds to ROX at the end of this financial year.

47. UPDATE ON COUNCIL SURGERIES

The Projects Officer's report, including notification of the next Surgery to be held on 26th September 2019, was NOTED.

A breakdown of the issues raised at the last Councillor Surgery held on the 19th September 2019 was circulated. One particular issue regarding a problem with a hedge in the Rock Gardens is being addressed by Cllrs. Barrett and Stanley and it is hoped some feedback on the outcome will be available by the next meeting.

Another issue raised at the Surgery was a no-car scheme. This is similar to the Playing Out Scheme that the Town Council tried to champion during the last Administration. The Projects Officer reported that despite numerous attempts it was not possible to gain any involvement or take up from the community. A Member asked if this could be re-looked at and asked for it to be made an Agenda item for the next meeting.

Members were asked if they would like to hold a weekend Surgery in London Road on the 2nd November to coincide with the ROX event in Hotham Park, as Town Force will already be working that day. Following discussion, Members requested that the Surgery be moved from London Road and be held in Hotham Park between 12.00pm and 3.00pm and asked Officers to make the necessary arrangements.

The following Councillors of the Community Engagement and Environment Committee have agreed to be in attendance on the day: Cllrs: Barrett, Mrs. Erskine, Miss. Needs, Ms. Sharples, Smith and Mrs. Warr.

48. WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET FOR 2019/20

The Projects Officer's report was NOTED.

Following receipt of the necessary written confirmations from all appropriate Ward Members, it was RESOLVED to RATIFY a payment of £500.00 from the Marine Ward 2019/20 Ward Allocation Budget as a donation towards the purchase of a defibrillator to be placed in Aldwick Road/West End.

49. BOGNOR REGIS IN BLOOM WORKING GROUP - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 29th AUGUST 2019

The Projects Officer's report, including the Notes of the Bognor Regis in Bloom Working Group Meeting held on the 29th August 2019 as previously circulated, was NOTED.

Members AGREED to RATIFY the following recommendations from the non-quorate Meeting held 29th August 2019:

- Expenditure of £100 for new plants to be funded from the current year's Environmental Projects budget
- Expenditure of £24 for the "winner" plaques to be funded from the current year's Competition Expenses budget

50. REPORTS:

- a. To note Financial Reports, previously circulated
The reports were NOTED.
- b. Any further reports
There were no further reports.

51. CORRESPONDENCE

The Committee NOTED receipt of the correspondence list, previously circulated.

The Meeting closed at 8.25pm

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 6 - CONSIDERATION OF THE NOTES FROM THE PUBLIC QUESTION TIME AND STATEMENTS OF THE MEETING HELD ON THE 23rd SEPTEMBER 2019 (MIN. 40 REFERS) INCLUDING CONSIDERATION OF THE NOTES AND RECOMMENDATIONS FROM THE OPEN FORUM HELD 17th OCTOBER 2019 ON CLIMATE CHANGE AND GREEN ISSUES AND THE ADDITIONAL COMMENTS RECEIVED POST MEETING

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

The notes from the Public Question Time and Statements of the Meeting held 23rd September 2019 are attached to this report as APPENDIX 1.

The notes and recommendations from the Open Forum held 17th October 2019 are attached to this report as APPENDIX 2.

The additional comments received post meeting from the Open Forum held 17th October 2019 are attached to this report as APPENDIX 3.

Members are asked to consider the comments and recommendations as recorded in the attached notes and reports and advise how they wish to proceed.

DECISION

Members are invited to advise how they wish to proceed.

Notes from Public Questions and Statements Time 23rd September 2019

(3 Members of Public at meeting)

The following items were raised with Members:

A written statement had been received from a member of the public regarding a number of items relating to green issues and climate change.

This was circulated to Members ahead of the meeting.

1. How far are we to introducing the Government's proposed introduction to the plastic bottle return scheme? How could we encourage local businesses to speed up the introduction of this scheme?

2. Who can I contact about sustainability with regard to Butlin's? I would like to set up a meeting so the community can find out what Butlin's is doing/has done in order to reduce single-use plastic and eco-friendly practices. Do they have an anti-idling policy during their music events: i.e. turning off engines when waiting to go into the Butlin's premises?

3. What progress has been made with regard to the council declaring a climate emergency?

4. What progress has been made regarding increased tree-planting/re-wilding schemes for verges etc.

5. Are there any plans to work towards a 'playing out' day in Bognor. Could we work together with those planning a similar event in Chichester next year?

6. Who could be approached regarding a regular Eco stall similar to that present in Chichester, whereby a stall is set up each week to offer information about how the community can get involved in eco friendly practices. See Ecochi.org

Please see below pages taken from the government website together with a report form the IPCC.

10 things we need to do:

1. A complete shift to very low or zero carbon electricity generation, mostly renewable and much of it decentralised;

2. Smarter and more flexible management of electricity demand, including storage, to enable higher penetration of variable renewable generation and to optimise electricity system operation;

3. Huge reductions in energy demand by improving significantly the energy performance of our buildings (across all sectors and all tenures) and the equipment and processes within them;

4. Decarbonisation of heat (i.e. stop relying on fossil fuel gas and oil) for buildings, hot water and industrial processes;

5. Dramatic steps to cut the carbon emissions of road transport by

- switching to walking, cycling, efficient mass transport (not powered by fossil fuels) and a rise in the use of electric vehicles;*
- 6. Ensuring new build developments achieve their full low carbon potential and contribute effectively to a smarter energy system; this to include setting energy efficiency standards for new homes that exceed current building regulations*
 - 7. Dramatic reduction in emissions from agricultural food production and land use*
 - 8. A huge reduction in the generation of waste and a dramatic increase in low carbon means of dealing with waste;*
 - 9. A dramatic increase in the capture of carbon particularly, but not necessarily exclusively, through tree planting and land management*
 - 10. Re-wilding and nature to be at the heart of our future planning.*

Members agreed that all these issues should be referred to the proposed Open Forum

A member of the public asked why Arun do not have a food waste collection. A Member, who is also a District Councillor, reported that ADC are currently looking to re-negotiate the inclusion of food waste collection into the contract with their cleansing contractor.

A Councillor who was seated in the public gallery asked if the Town Council would consider adopting some land by the skateboard park and kiosk and would the Council further consider approaching ADC regarding some signage boards that were used for public consultation regarding the Sunken Gardens.

The Member was advised by the Projects Officer to make a request that these items be submitted for consideration via the relevant Committee and be placed on the next available Agenda.

Notes from Climate Change and Green Issues Forum 17/10/19

It was acknowledged that Bognor Regis Town Council has limited powers to make changes re Transport and Planning other than lobbying other tiers of Local Government. Some Town Councillors are, however, ADC Councillors and as such will have an influence at District level.

The Purpose of the Forum is to formulate ideas on how to go forward.

Many new Town Councillors canvassed at the Election on Climate Change issues and ADC have declared a Climate Change Emergency. The Town Council may be a tiny cog in a big machine, but it can inform and make small differences that can lead to bigger change.

Electric vehicles

The Town has many visitors yet there are only 2 recharging points available. Need more.

This issue is being looked at by ADC currently however, some responsibility must be with WSCC.

It was suggested that it is part of planning regulations to provide charging points.

All new houses should have charging points

Flood plains

Area around the rife could be made into lakes and a waterpark with, possibly, lakeside housing on stilts for artisans to live and work.

The area around the gliding strip is privately owned and is registered as an active airstrip so could not be developed.

All Planning Applications must address flood issues with SUDS (open areas and ditches) and the impact of any build must be assessed

Planning applications on flood plains need to be justified and not allowed to add to the problem

Beach/Rising sea levels

Planning regulations already upgraded, and Government are looking at this issue.

More effort should be made to challenge large scale developments on the south coast.

What is being done about protecting the Town from rising sea levels?
ADC are currently looking into that.

Shingle is now so high it is pushed onto the prom in storms.

This is being investigated. There is also a Beach Access Group looking at access to the beach over the stones.

Neighbourhood Plan

Can this be looked at again and revisited Need to protect green areas. Can areas that flood be designated for recreation only?

Will the Town Council look to re-visit the Neighbourhood plan?

Food

Can veganism be encouraged more in the Town's restaurants/cafes?

Waste Food Policies

Can we ask businesses what their policy is and encourage no food waste?

Congratulate the businesses that recycle food waste - question those who don't.

Educating people

Schools are mainly on-board with Ecological awareness, but more could be done to encourage uniform swaps etc.

It may be more appropriate to approach PTAs as teachers are very over-stretched and have no spare capacity for additional work. It was felt PTAs are not currently involved in these issues, but it needs people to get behind change.

Older people are more in need of educating about Climate Change than the young. Many deny Climate Change, but is it worth taking a risk?

Put the message out. Start a local campaign to raise the profile of plastic using the methods of the young - communicate through their mediums.

Visitors to the Town need to be educated too.

A Community Climate Crisis Group formed from this Forum could take ideas for the Community forward: such as 1:100 - every 100 houses have a person as a point of contact for information e.g. Lamps not working, roads need weeding, drains need unblocking etc.

An offer was made to act as consultant for a group of schoolchildren to make a "Protect our Planet" Video.

There needs to be a point of contact between these ideas and actually getting someone to action them which is where this group could help. E.g. take a delegation to give a presentation to groups such as the Laburnum Centre etc.

Eco-Swap are running projects to educate children and adults and has found support from the Town Council to do this. The organiser felt that it

was for the community to start something up and to seek support from the Town Council rather than expect the Town Council to do it all.

Recycling and ECO friendly need to be made "cool" and the thing to do.

Parks

Plant more trees

The newly forming "Friends of Hotham Park" could be involved in issues around tree planting etc.

Encourage tree planting - Search engine Ecosia

A licence can be obtained to adopt a verge or spare plot of land and grow plants/trees and maintain that verge.

Plastic waste and recycling

Where does "our" recycling go?

Plastic Bottle Return Deposit scheme - the facility should be made available

The recycling bin has only just gone on the seafront - more to come

Town Council produced a "Biodegradability Times in the Sea" poster for the seafront.

The Town Council via Bognor Regis in Bloom do regular beach cleans - some school and youth groups also participate in this.

Does/can the Neighbourhood Plan have any power to enforce the use of non-single use plastic on seafront concessions?

No, but a Community Plan which can run alongside it can request not demand. (It has since been brought to our attention that the concessions agreement does require them to use recyclable materials though some do not adhere to this and until recently there was no recycling bins to place used items into).

Cars

It is illegal to leave a car engine idling, yet many people are not aware of this and especially on the seafront sit with the engine running for long periods of time. Signage to inform should be used and enforcement of this regulation especially on the seafront and outside schools.

Local Businesses

How to help those who recycle and work in an ecologically friendly way become more prominent? An accreditation scheme and window promotion campaign could work - like the food hygiene certificates. If they cannot recycle can the sponsor a bin instead?

Large companies to be encouraged to expand on the recycling they offer i.e. expand from batteries to light bulbs and more.

Chichester lent a stall to educate and promote environmental routes: Tree Wardens, re-wilding etc. This could be done in Bognor Regis. To initiate this the BID may be able to offer space and the Town Council loan a gazebo for shelter.

Town Councils part

Town Council have a new administration and want to look at new ideas for the Corporate Strategy.

Declaring a Climate Emergency is an acknowledgement that it is important but is only a first step. The environment has not been an element of the Corporate Strategy previously.

Council spending and strategy is driven by Community views. If there is a loud voice on environmental issues the Council will respond. It is high on the Agenda, but this is the first meeting to gauge opinion.

Money needs to be found to purchase a shop or building which can be used for environmental projects, recycling of items, refill station, education and social aspects.

Councillors need to acknowledge that it is tax-payers money they are spending.

Council can get more involved with the education of people and to help people change the way they live.

- The Town Council can do local things to help such as
- Grants to Fund initiatives
- Flexible fund for smaller projects
- Beach Cleans
- Park Cleans
- Paper suppliers
- Food at Events
- Plastic friendly events
- Use a carbon neutral search engine such as Ecosia

Next steps

Notes of this forum will be taken as an Agenda item at the next CEE meeting on 18th November 6.30pm. Members of the public are encouraged to attend and to speak in the open part of that meeting. Councillors will decide on which areas they wish to concentrate, and this will be reported to Council for final decision.

ADC also have an Environment and Leisure meeting on 7th November to which the public are invited.

An offer made by Gemma of Eco-Swap to co-ordinate emails with people's ideas and suggestions as aired during the forum and additional ideas. She also offered to co-ordinate a monthly meeting of the group to take things forward from a community led perspective.

INDIVIDUAL COMMENTS COLLATED POST MEETING AND RECEIVED BY EMAIL:

1.

Sorry this has taken so long. I'm not sure where we're going with the meetings or where they'll next be held. I can't make the Arun DC meeting on 7th (Climate emergency talk at the Spiegeltent, Chichester- same night).

My main concerns as expressed are the things individuals cannot do alone:

Eco sustainable social housing in the area- look at the Norwich example.

Implementing the Green New Deal: moving away from fossil fuel to sustainable energy-on and offshore wind farms

Public transport: take back control of our rail system. Subsidise public transport-

Public control of our water systems- Environmental Agency has no teeth and

Southern water has again been fined - this time to the tune of 126 million

Tree planting and rewilding - what's the plan?

Food waste - what's the plan?

Making all local events held in the area single use plastic free. Introduction of plastic bottle deposit schemes- water fountain introduction.

Education or education hubs to provide information.

2.

Herewith, the points which I made at the forum on October 17th.

I did not find it very easy to get my questions and ideas across, this being partly due to my own inability but also because there was not sufficient time for everyone to say everything that they wanted to say. For this reason, I have elaborated my points more fully here.

First, I think it is important that we recognise that there are two aspects to climate change: Prevention and Cure - or rather, since there is no cure, Alleviation.

1 - Prevention

On the face of it, it would seem that we are very limited in what we can do to prevent the planet from heating by 2 degrees - but, in fact, we do have some influence.

i) The council could promote campaigns which encourage people to stop eating meat. This is the biggest thing that anyone can do to reduce their own personal footprint. A vegan driving a Hummer or taking a transatlantic flight is creating less carbon than someone eating a kilo of beef.

The council could find ways to offer financial advantages to vegan restaurants and cafés.

The council could find ways to present the vegan lifestyle as healthy and positive.

ii) More important still - the council could organise finance for tree planting.

Indeed, since a massive tree planting initiative is reckoned to be the best way to combat climate change, it is very likely that councils will soon be told that they MUST plant x number of trees per houses/people in the community. So we might as well be one step ahead of the game!

Local people could be encouraged to propose suitable sites. They could also be encouraged to adopt individual trees.

Tree planting also offers the opportunity to create and preserve wildlife habitat - and this is a thing that councils have already been told that they must do. (See EA docs.)

The council should be aware that habitat loss, and the collapse of ecosystems, is reckoned by scientists to be as big a threat to our survival as global warming. (Although warming is, itself, a driver of habitat loss.)

iii) This is a point that I wanted to mention but didn't have the chance to:

As a coastal town we are in a position to grow a certain, special kind of forest - namely, kelp forests! Recent reports suggest that these sequester carbon more effectively even than trees. And unlike trees, they don't compete for useful space! This could be a huge win, win for Bognor.

In fact, add a third 'win' to that equation, because a massive kelp forest moored off the beach would also serve to dampen the force of the waves and thereby shield our seawalls.

I would like to suggest that the council investigate the potential for this idea (perhaps by contacting Southampton university for input?)

iv) Support for organisations such as XR (Extinction Rebellion) which are seeking to raise awareness of the Climate Emergency and seeking to persuade the government to take action.

v) Anti-idling notices to be erected in places where people are apt to 'idle' their engines. The notices should state that idling is illegal and that there is a fine (I think it's currently £20.)

vi) Improved facilities for cyclists (e.g. off-road cycle lanes / certain public footpaths to be upgraded to cycle paths to allow a cross-country cycle path to Chichester via Runcton)

Consider removing the 2 Hours Free parking offer in order to encourage more people to leave the car at home and walk or cycle or use the bus.

vii) Please consider the possibility of providing electric car charging points in car parks. (These would be a source of revenue.)

2 - Alleviation

Given that a 2-degree temperature increase and the associated sea level rise are now inevitable, we also need to prepare for the worst.

A large part of the recent EA document is devoted to pointing this out, again and again.

i) The same EA report mentions "tools" which are available to District Councils, and there is also mention of a big pot of money.

I would like to suggest that councillors raise this matter at the District meeting and investigate the possibilities.

ii) A sea level rise of just half a metre turns Felpham into a harbour the size of Pagham. Reading between the lines in the EA document, one fears that the government might well just call this Managed Coastal Realignment (just as they did at Medmerry, on the other side of Selsey). Thus, I would suggest that rather than leaving this problem till the flooding becomes inevitable - and rather than

allow panic-selling to occur - the council should look at ways to improve the defences in the vicinity of the rife.

iii) Most important of all - there must be no more building allowed in areas which, IF NET CARBON-ZERO IS NOT ACHIEVED VERY SOON, can be expected to flood before the turn of the century.

To be frank, that is almost everywhere in this vicinity, and so it would make sense to demand a moratorium on building within Bognor, Felpham, and Pagham.

When the District Council insists that houses MUST be built, they should be referred to the relevant sections of the EA document (which require that councils only give approval for buildings in areas which are not liable to be inundated).

Thank you for this opportunity to offer our ideas for consideration.

3.

I suggested BRTC to look into purchasing one or two of the many different fields surrounding the Aldingbourne Rife between town centre and Felpham village.

These fields are flood plains and listed in The Local Plan as such, but I know that development of them has been considered in the past, so I suggested more protection for them in The Neighbourhood Plan. It was confirmed by Sheila that the Neighbourhood Plan can be revisited.

My proposal was that these fields would make a good country park with lakes (suggested in the past by Civic Society) and I propose a few well-placed carbon neutral residential housing artisans such as potters, painters, paper makers etc

This would make the area a tourist attraction and provide increased security from potential flooding of the area, it was pointed out at the meeting that Felpham is a high-risk area.

We would need some expertise in identifying the level of risk to Butlins from flooding (they look pretty vulnerable to me and I know they already have had flooding problems in their low-level car park area. Maybe they already have plans to combat potential flooding, but we ought to try to set a meeting up with them as they may be prepared to help fund the lakes project if it offers them better protection.

Another avenue worth exploring would be to contact the University and see if they would be interested in running permaculture building/growing courses; have the carbon neutral residential build by students and the park area could also be a permaculture food forest planted up and maintained by students.

I know some of these fields were up for sale a while ago, don't know what happened about this but anyway here are the ref numbers from Local Plan and I have included Oldlands Farm (at the top of Shripney Road) but this would be quite disconnected from the rife fields so possibly another project.

North Paddocks Felpham Way
Lec Airfiled
Cricket Club

Big field beside cricket club (owned by Langmedes I think).
Bognor Regis Golf Club (already purchased I think).
Blake's Meadow (beside the allotments).
Longbrook Park (owned by ADC I think)
Oldlands Farm (top of Shripney Road and was being considered for business park a few years ago).

Could we find out who owns these fields and if any are currently for sale. Pretty sure it was the Langmedes field that was for sale for about £300k.

4.

Do you think we should encourage the relevant councillors to attend here:
<https://www.eventbrite.co.uk/e/can-the-green-new-deal-help-avert-climate-catastrophe-with-alexandra-phillips-mep-tickets-77257458137?>

<https://www.counterpunch.org/2019/10/25/ngos-are-too-weak-to-halt-the-catastrophic-pesticides-crisis/>

5.

Further to the meeting on Thursday please find following a list of ideas: -

- Once a week recycling collection (please feed up to district)
- Regular beach cleans
- Upcycle businesses / swap shops (supported by council / tax relief / help with premises / regular)
- Promote and support education in schools as well as community
- Decentralise Biomass. Solar panels for schools and leisure centres
- Reducing use plastic - single use - initiatives - non in schools, leisure centres, Butlins and other large businesses
- Electric cars charging points - more of
- Wildlife protection and preservation promotion & incentives
- Invest in sciences
- Planning all new houses that are built are to have electric charging points
- Promotions and competitions for schools to get involved with marketing
- More environmental books in the library for young and old

Also, for feeding back up to district. I think the council should provide a food waste (compost / recycle) facility. Not everyone can compost (for various reasons). What can we use this compost for? All sorts, loads of other councils are on this. It's been in practice for years. We're way behind here. We need to have the infrastructures in place and capability to support what everyone is wanting to do. Let's get on this please.

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 7 - BEACH ACCESS TOPIC TEAM - CONSIDERATION OF THE RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 10th OCTOBER 2019

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

Members are asked to receive the Notes of the Beach Access Topic Team Meeting held on 10th October 2019 (attached as APPENDIX 1) and to consider any Recommendations to this Committee.

The Topic Team asked for the following Recommendations to be made to the Community Engagement and Environment Committee:

- That the Community Engagement and Environment Committee write to ADC to seek assurance that the proposed Beach Access Project would be progressed at the earliest opportunity and for some indication as to when the matter would be raised with ADC Councillors. They would also like assurances from ADC that the Town Council and community members of the Beach Access Topic Team will be involved in the progress of the project and consulted wherever appropriate.
- That the Town Council officially lobby County Councillors and Nick Gibb MP for their support of the project and that they will assist wherever necessary to ensure delivery*.
- To suspend the Beach Access Topic Team but keep a watching brief and that the Committee Clerk gives regular updates to ensure the project does not fall off the radar
- For dual hatted Town Councillors to lobby their fellow ADC Councillors to support the project and press for an early progression

DECISION

Having considered the Recommendations from the Beach Access Topic Team, as noted above, Members are invited to AGREE how they wish to proceed.

*Due to the dissolution of Parliament for the impending General Election, Rt. Hon. Nick Gibb is no longer an MP and it would therefore be prudent to wait until after the Election before proceeding with this recommendation.

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
BEACH ACCESS TOPIC TEAM MEETING
10th OCTOBER 2019

Attendees: Jan Malpas (Chairman), Karen Allen, Patricia Clow, Phillip King, Clive Mott, Neil Rider, Tammy Pye and Marilyn Warner

BRTC Cllrs: Jim Brooks (from item 5)

In Attendance: Sheila Hodgson - BRTC, Projects Officer and Clerk for the Meeting

The Meeting opened at 6.05pm.

1. Chairman's Welcome and Introduction

The Chairman welcomed everyone to the meeting and asked them to introduce themselves. She also thanked Philip King for standing in as Chairman during her absence at the last meeting.

2. To agree the Notes of the Meeting 29th August 2019

The Notes, having been previously circulated to all, were agreed.

3. Update on Arun District Councils position regarding the Beach Access Project including; feedback from Cllr. Worne's meeting with the ADC Chief Executive, Senior Engineer and Group Head of Technical Services; correspondence from the ADC Chief Executive and consideration of how to proceed

An email had been sent to the ADC Chief Executive asking for feedback from his recent meeting with Cllr. Worne along with the ADC Senior Engineer and the Group Head of Technical Services.

The response was read out which contained the following Statements:

- Guidance from the ADC Engineer was that any permanent arrangement should be sited West of the Pier (West Street area)
- Move away from the concrete 'spending steps' as a foundation, as it would have a detrimental effect on coastal process for the wider area
- A major project requiring planning and costing estimated towards the top of a £250k-£300k capital price range
- Needs to be a bid within the Council's Capital Programme plus external funding
- Points to consider: Marine Management Operation (MMO) Licensing, Special Protection Area (Site of Special Scientific Interest SSSI), parking, traffic as well as other aspirations for the area
- A project that ADC can lead on
- Aim to get project plan together and convene to discuss all matters at start of next financial year

Commented [SH1]:

Members of the Topic Team were very encouraged with the positive response from ADC and their willingness to lead on this project. However, they were also mindful that the response, whilst showing a willingness to lead, gave no indication when any proposal for advancement would be put to ADC Councillors to consult on.

A member of the Topic Team asked about a previous proposal to undertake an independent survey. The Committee Clerk reminded the team that ADC had already stated that they would not be willing to entertain this as they have an experienced qualified team who were more than capable of undertaking this role. She also advised that the Beach Access Topic Team has no budget to commission a survey of its own and even if they had, there was no guarantee that ADC would take it into consideration. The Team had to be mindful that ultimately, the Promenade and the Foreshore are the property of ADC.

Noting the comment that the aim was to convene and discuss all matters at the start of the next financial year, the Topic Team were keen to gain some indication of the proposed timeline for the process. They felt that in the interim period, it would be advantageous to begin to raise the profile of the project and bring it to the attention of ADC Councillors to gain support, in readiness for when the project goes to Council for approval.

Members of the Topic Team AGREED to lobby ADC Councillors and Group Leaders for their backing, as well as highlighting the project to County Councillors and Nick Gibb MP for their support. They also AGREED to keep a watching brief to ensure the matter does not 'drop off the radar'.

Following further discussion, the Topic Team was determined that they continue to be involved with the process as the project progresses and although they do not see the need to continue with regular meetings, they would not like to see the Topic Team disbanded at this stage, but rather suspended so the team can meet should they feel it is necessary to do so.

Members of the Beach Access Topic Team AGREED to share email contact details and asked the Committee Clerk to set up a group to share information.

The Chairman thanked everyone for their input and commitment in getting the project to this point and asked that District Cllr. Worne be especially thanked for managing to get such a positive result following her meeting.

5. Recommendations to the Community Engagement and Environment Committee

Cllr. Brooks arrived during this item.

The Topic Team asked for the following recommendation to be made to the Community Engagement and Environment Committee:

- That the Community Engagement and Environment Committee write to ADC to seek assurance that the proposed Beach Access Project would be progressed at the earliest opportunity and for some indication as to when the matter would be raised with ADC Councillors. They would also like assurances from ADC that the Town Council and community members of the Beach Access Topic Team will be involved in the progress of the project and consulted wherever appropriate.
- That the Town Council officially lobby County Councillors and Nick Gibb MP for their support of the project and that they will assist wherever necessary to ensure delivery.
- To suspend the Beach Access Topic Team but keep a watching brief and that the Committee Clerk gives regular updates to ensure the project does not fall of the radar
- For dual hatted Town Councillors to lobby their fellow ADC Councillors to support the project and press for an early progression

6. Correspondence and items for future Agenda
No correspondence had been received.

The Chairman once again thanked members of the Topic Team and thanked Livability for generously allowing the Team to meet at their centre.

The Meeting closed at 7.10pm

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 8 - YOUTH SERVICES UPDATE INCLUDING TO RECEIVE THE NOTES AND RECOMMENDATIONS OF THE YOUTH WORKER STEERING GROUP MEETING HELD ON 6th NOVEMBER 2019

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

Members are asked to receive the Notes of the Youth Worker Steering Group Meeting held on 6th November 2019 (attached as APPENDIX 1).

Members are further asked to consider the following recommendations from the Youth Worker Steering Group:

- The Youth Worker Steering Group would like to make a recommendation to the Community Engagement and Environment Committee to consider inviting a wider range of Youth Service providers to the Steering Group Meetings.
- The Youth Worker Steering Group would like a replacement reserve representative of the Community Engagement and Environment Committee to be invited to attend future meetings.

DECISIONS

Members are asked to receive the Notes of the Youth Worker Steering Group Meeting held on 6th November 2019.

Do Members AGREE to invite a wider range of Youth Service providers to the Steering Group Meetings?

Do Members AGREE to appoint a replacement reserve representative of the Community Engagement and Environment Committee to be invited to attend future Steering Group Meetings?

Bognor Regis Town Council (BRTC)
Youth Worker Steering Group
6th November 2019
Bognor Regis Town Council

Present:

Jo Cooke (West Sussex County Council)
Keely Hardy (Youth Worker)
Chris Cook (Sussex Clubs for Young People)
Julie Hoggart (CREATE Board of Trustees)
Sheila Hodgson (Projects Officer - BRTC)

Notes of the Meeting 14th August 2019
Noted and AGREED

Update from Sussex Clubs for Young People (SCYP)

SCYP are still pushing forward on their plans for the Phoenix Centre. Progress has been delayed due to the new strategy being undertaken within IPEH, now called Early Help, so SCYP are waiting on their new position.

SCYP are currently recruiting for more Youth Workers with interviews beginning in a couple of weeks. Whilst this process is being undertaken there is temporary staff in place at 39 Club. The SCYP accountant has advised that going forward SCYP may have to begin to charge VAT as they are nearing the permitted threshold.

Fundraising is still ongoing around a range of different funders with a number of successful applications being granted. SCYP are applying to Children in Need to fund a full time permanent Youth Worker in Bognor Regis with the work being undertaken at CREATE, 39 Club and the ASB detached work supplying the evidence of need. Children in Need applications can be submitted early January with a 10-12 week process so a decision is expected around April 2020.

The ASB detached work in Bognor Regis, being funded by the PCC, is ongoing and beginning to show results. So far the team have engaged with up to 30 young people and this has led to some partnership working with the Youth Offending Service. On the back of this, Bognorphenia Youth has secured a grant from Awards for All for the delivery of a music programme for young people.

Update from Youth Worker on CREATE

CREATE continues to go well with with regular attendance of 25+ young people per week. 2 members attended a Young Leaders training course on 19th October and the feedback from the young people was that it was "amazing". The Youth Worker reported that they have "stepped up" massively as a result of the training and are keen to work towards Level 2. The CREATE Action Plan is now complete and being implemented.

Update from CREATE Board of Trustees

Following the recent meeting with Bersted Parish Council regarding their offer of the use of the Bersted Community Hall on a Friday evening at a reduced rate, the CREATE Board feel that at the moment it does not have the staff, capacity, resources or funds to operate another club at the moment. If evidence of need can be established then it may be possible to secure extra funding through an Awards for All application. The Phoenix Centre is within walking distance of Bersted so if young people could be signposted to attend the club on a Wednesday in the first instance, this could begin the collation of evidence of need and the opportunity to look at expansion.

Update from Bognor Regis Town Council

The Projects Officer reported that the booking form for use of the Phoenix Centre has been renewed for the Autumn period by BRTC. It was agreed that going forward this will now be the remit of SCYP.

Members of the Steering Group were disappointed that the Chairman of the Community and Engagement Committee had not attended any of the Steering Group Meetings and asked if would be possible for a replacement representative to be invited to attend or for a reserve to be appointed.

Recommendation to Community Engagement and Environment Committee Action Points

The Youth Worker Steering Group would like to make a recommendation to the Community Engagement and Environment Committee to consider inviting a wider range of youth service providers to the Steering Group Meetings.

The Youth Worker Steering Group would like a replacement reserve representative of the Community Engagement and Environment Committee to be invited to attend future meetings.

Date of next meeting

Wednesday 22nd January 2020 at 12.00 noon.

BOGNOR REGIS TOWN COUNCIL
 COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
 18th NOVEMBER 2019

AGENDA ITEM 9 - TO NOTE AND DETERMINE ANY APPLICATIONS RECEIVED FOR THE FLEXIBLE COMMUNITY FUND INCLUDING RATIFICATION OF THE £90.00 PAID TO CREATE AS AGREED BY THE TOWN CLERK, THE CHAIRMAN AND VICE-CHAIRMAN UNDER DELEGATED AUTHORITY

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

A Flexible Community Fund application was received from CREATE, the organisation for Young People held at the Phoenix Centre Bognor Regis, to fund a 1-day training course for 2 young people as part of their mentoring programme.

As the training day of the 19th October fell in between Committee Meetings, and in view of the associated timescales, this application was approved by the Town Clerk in liaison with the Chairman and Vice-Chairman of the Community Engagement and Environment Committee under delegated authority.

Members are therefore asked to ratify the expenditure of £90.00.

There are no further applications to determine and Members are asked to note the remaining balance.

FLEXIBLE COMMUNITY FUND 1st APRIL 2019 - 31st MARCH 2020

Opening Balance	£5,000.00
Approved Applications:	
Bognorphenia	£ 600.00
Bognor Rugby Academy	£ 500.00
EcoSwap	£380.00
ROX	£1,800.00
CREATE	£90.00
Balance	<u>£1,630.00</u>

DECISIONS

Members are asked to RATIFY the payment of £90.00 to CREATE from the Flexible Community Fund.

Members are further asked to NOTE the remaining balance of £1,630.00.

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 10 - COUNCILLOR SURGERIES INCLUDING UPDATE ON
ROCK GARDENS AND OTHER ISSUES RAISED

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

As Members will be aware it was regrettable that the planned Councillor Surgery for the 2nd November was cancelled due to the bad weather. Members are therefore asked to advise if they wish to arrange another date, noting that unfortunately it will not be possible to hold this on a Saturday.

Update on Rock Gardens:

At the Drop-In Surgery held on the 19th September, a resident of one of the ground-floor flats at the Rock Gardens spoke to Councillors regarding her hedge. The hedge was very overgrown and was causing her a great deal of distress. The issue was taken up by Cllrs. Stanley and Barrett, and after some liaison with the ADC Parks and Greenspace department, the situation was rectified. The resident in question has asked for her thanks to be passed on to the Councillors concerned.

Other issues raised:

A breakdown of all the comments collated at the Drop-In Surgery on the 26th September will be circulated at the meeting.

As usual potholes were a popular topic. The list of affected areas has been emailed to West Sussex Highways. However, the Highways Officer for WSCC has requested in future any further complaints are emailed to them via the Love West Sussex website. This will ensure the information is sent directly to the appropriate Officer for consideration, action and response from an engineer.

<https://love.westsussex.gov.uk/reports/home>

The issue regarding threatening behaviour from Enforcement Officers has been taken up with Officers at Arun District Council.

Members may like to note that 5 people completed the online PSPO Consultation and 2 completed paper copies.

DECISION

Do Members AGREE to arrange another date for a Councillor Drop-In Surgery?

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 11 - WARD ALLOCATION ENVIRONMENTAL PROJECTS
BUDGET FOR 2019/20

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION

Remaining unallocated funds for the 2019/2020 Ward Allocation Budgets:

Hatherleigh Ward:	£125.00
Hotham Ward:	£500.00
Marine Ward:	Nil
Orchard Ward:	£500.00
Pevensey Ward:	£375.00

Members are respectfully reminded that any unused allocation at the end of the financial year will be returned to General Reserves.

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 12 - UPDATE ON CONSIDERATION TO ERECT NOTICES DISCOURAGING THE FEEDING OF BIRDS ON THE PROMENADE - MIN. 43 REFERS

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

At the last meeting Members received a referral from Council to consider contacting Arun District Council to request notices be erected on the Promenade to discourage the feeding of birds. Some Members felt that there is a risk of having too many "stop" notices and it would be far more effective to employ more Enforcement Officers or a softer approach such as some artwork on the pavement would be better.

As requested, Officers have approached ADC and can report the following response:

Re your email about the Committee's request to spray-paint information onto the promenade pavement. As it is such a narrow and well-used space that this could cause "pile-ups" as people stop to look at it, it would not be easy to read unless you were facing the right way round and would wear off quickly given the train, footfall and shingle that all actively use that space.

I fully agree with the sentiments about no more "No" notices – we have plenty already – so we could suggest using some of the plentiful poster space on the seafront and get our Graphic Design people to come up with some large posters with seagull pictures saying words to the effect of "Seagulls are an integral part of our lovely seaside but as their name implies, they need to get their food from the sea, so please don't feed them human food as it's not good for them" or some such. You could even consider running a poster competition if there was a real desire for the community to be involved?

If your members are in agreement with this approach, links will be made with the correct officers.

Members are therefore asked if they wish to consider any of the suggestions made by ADC and advise how they would like to proceed.

DECISION

Members are invited to advise how they wish to proceed.

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 13 - CONSIDERATION OF A REQUEST TO RE-LOOK AT THE
PLAYING OUT SCHEME - MIN. 47 REFERS

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

A Member has requested that the Committee re-consider the Playing Out Scheme.

BACKGROUND

Playing Out is a scheme that was developed by a group of residents in Bristol to encourage and enable children to play in the streets where they live safely, by temporarily closing the road for one to two hours a month. The scheme has been successful in a lot of areas and over 600 streets nationally now have Playing Out Schemes in operation. These schemes not only allow children to play safely within the environment in which they live but has encouraged other residents to come out and engage, helping tackle loneliness and isolation. Neighbours who would not normally meet are coming together and communicating on a regular basis.

In 2018 this Committee agreed to try and initiate a Playing Out Scheme for Bognor Regis. The Chairman and the Projects Officer attended a Playing Out Activators Day Workshop, to gather information and guidance on how to launch the scheme and a number of promotional events were held such as:

- A Launch Event
- A series of press releases
- Promotion on social media forums
- A stand at the BRTC Book Day Event
- A Chalk Challenge Competition
- An information pack which included leaflets and chinks being sent out in over two thousand school book bags
- Promotion at the BRTC Funshine Days
- Polish translations of the scheme
- Promotion at surgeries
- Information packs at the Library, Picturedrome and Theatre

In order for the scheme to be successful and sustainable, it must be community led. However, despite extensive promotion and with the majority of the feedback being positive with people saying what a good idea it was, there was not one approach made to the Council to engage with the scheme.

At the Community Engagement and Environment Committee Meeting held 17th September 2018, Members disbanded the Playing Out Topic Team (Min 44 refers).

CONSIDERATIONS

Members are asked to note the following information when considering how to proceed.

A lot of time and resources was undertaken by Officers and Councillors to get the Playing Out Scheme up and running. The offer by the Town Council to the community was to assist with the completion of the necessary paperwork, such as road closure applications and risk assessments; free loan of the necessary equipment; such as road closure signs, high viz jackets; assistance on the day and help with consultation with neighbours.

When engaging with members of the public, the response from them was, on the whole, very positive. However, there were concerns from some about encouraging children to play in the road and some residents were dubious about having a road closure. However, even though the majority were in favour of the idea, as previously mentioned, there was no support from the community to deliver the scheme.

Members are invited to advise if they wish to re-initiate the Playing Out Scheme and if so, reinstate the previously dissolved Working Group, noting that no allowance has been made in the draft Budget recommendations to the Policy and Resources Committee and any funding would have to be identified immediately.

DECISIONS

Do Members AGREE to re-initiate the Playing Out Scheme?

Members are asked to AGREE any required budget, noting that as no allowance has been made in the draft Budget recommendations to the Policy and Resources Committee, any funding would have to be identified immediately.

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 14 - WEST SUSSEX COUNTY COUNCIL INITIATIVE
AROUND COMMUNITY IMPROVEMENTS

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION

West Sussex County Council have launched a new initiative around community led improvements.

A member of the public has already contacted WSCC to see if a couple of residents could get together to clean signs and cut back overgrown verges etc. However, this is not really something individual can do they would need to be part of a group.

This initiative is being considered by the Planning and Licensing Committee in the first instance at their meeting on the 19th November 2019 and it is likely that any community element will be referred to this Committee. Therefore, Members are asked to note the report attached (APPENDIX 1) in preparation.

West Sussex Highways, Transport & Planning

Improving Local Places and Spaces

Supporting Resilient Communities



Community
Highways
Partnerships



Community-led
Improvements



Community
Action

Foreward

Very often in life a 'one-size fits all' approach just doesn't work, and our highways are no different. West Sussex has a diverse landscape from rural parishes & larger towns, to large urban centres in our District & Borough Councils. To achieve the best deal for each community, West Sussex County Council has come up with a new way of working.

West Sussex County Council continues to strive to find ways to empower communities, help support them to become resilient and enable them to become involved in all the opportunities we have to offer through Improving Local Places and Spaces. We do not and could not do this alone but in partnership with our communities. That is why Improving Local Places and Spaces is so important, it looks in detail at how the County Council can support your Parish and Town Councils and Community Groups to help tackle issues in your local area, the issues that matter to you. Our main objective is for us to work together to help improve the quality of our neighborhoods.

Please be assured we will work with the utmost focus to provide support to our communities and that we will keep relentless focus of our relevant key priorities and apply them to how we will operate with Improving Local Places and Spaces.

Our Priorities...

- **A prosperous place**
- **A strong, safe and sustainable place**
- **A council that works for the community**

Roger Elkins

Cabinet Member for Highways and Infrastructure

July 2019



Improving Local Places and Spaces

Supporting Resilient Communities

West Sussex County Council will still be responsible for:

- Safety related work (e.g. potholes)
- Essential tree maintenance
- Drainage repairs & gully cleaning
- Safety lines & signs
- Resurfacing roads when needed
- Grass cutting

But...

In some areas of work we will be reducing levels of service and helping local communities influence and be part of the delivery of local priorities impacting neighborhoods. Communities can access information, guidance, resources and training to decide on the priorities for their area for highways. There are three elements of this offer:

- 1 **Community Highways Partnerships**
- 2 **Community Led Improvement**
- 3 **Community Action**



Community Highways Partnerships

An agreement between the Parish & Town Councils and Community Groups that enable local maintenance work which enhances the local environment.



Community-led Improvements

Communities can raise concerns about highways issues within their area and apply for a community-driven scheme through the Works Programme.



Community Action

We provide various opportunities to enable volunteer groups to support and enhance their local neighborhood by actively getting involved in a variety of highway related activities.

Community Highways Partnerships



Parish and Town Councils can undertake a variety of maintenance activities on the public highway by signing up to a simple agency agreement with West Sussex County Council.

Activities can include:

- Cleaning signs
- Graffiti removal
- Weed spraying on footway and kerb
- Removal of epicormic growth around trees (shoots rising at the bottom of a tree)
- Strimming on landscaped areas
- Cut back overgrown vegetation
- Twitten vegetation clearance
- Clear leaves from gully tops
- Removal of unofficial signs, verge markers and estate agents boards that pose a danger to highway users
- Grass cutting
- Siding footpaths
- Licensing activities – A-boards/ busking
- Enforcement – issuing letters to ask for considerate parking, cutting back private vegetation, yellow development signs/ A-boards
- Tree work
- Inspections
- Roundabout maintenance



Case Study – Henfield Parish Council

How to get involved:

Contact: active.communities@westsussex.gov.uk

Community-led Improvements

Delivered by West Sussex County Council



Communities can raise concerns about highways issues within their area and put forward an application for funding through the County Council's Annual Works Programme.

Community Highway Schemes:

- Traffic calming features
- Town/village centre enhancements
- Cycling facilities
- Crossing facilities
- Speed limits/zones
- Junction improvements.
- Improved footpath links
- Traffic Regulation Orders e.g. parking

Schemes are assessed and scored and the highest scoring schemes are taken forward. Last year 21 schemes from across the county were successful.



Case Study – Ferring Parish Council

Community TRO - Communities can apply for Traffic Regulation Orders (TROs) which seek to resolve locally identified issues, examples include:

- Double yellow lines
- Speed limit reductions
- Each year our County Local Committees (CLCs) agree to a number of TROs each (24 across the county).

In addition the Cabinet Member for Highways and Infrastructure has discretion to agree an additional 15.

How to get involved:

For more details and to apply, visit [here](#)

Community-led Improvements

Delivered by communities



There are lots of projects where communities can get involved in their delivery.

Operation Watershed - Community groups interested in delivering improvement projects to tackle issues with drainage infrastructure and the aim of reducing the risk and impacts of flooding, can bid for funding from Operation Watershed (Active Communities funding). There is £300,000 available for 2019/20 and typical projects may include:

- the riparian ditch network
- damage to roads
- Improving resilience to protect homes, businesses and highways

The required demonstrable criteria for applications to be successful include:

- Tackling a recognised surface or ground water flood risk
- Meeting at least one of the following elements in its technical scope:
 - Provide new infrastructure installations or build
 - Make material change improvements to existing infrastructure
 - Increase the drainage capacity of existing infrastructure
 - The provision of assets for community groups' usage to protect their local area
 - Evidence strong community commitment to delivering the project and carrying out future maintenance



Case Study – FLOW

How to get involved:

For more details and to apply, visit: www.westsussex.gov.uk/watershed

Community Action

We support and enable various opportunities for communities and volunteer groups to work on enhancing their neighborhood through a variety of activities.



Active Communities:

The County Council will provide guidance and advice to enable interested groups to tackle those issues in their area which otherwise may be neglected.

- cutting back overgrown vegetation
- trimming the edges of grass verges
- clearing weeds
- sign and bollard cleaning
- hand clearing gullies and ditches
- removing unlawful signs
- siding foot-paths and cycle-paths

How to get involved:

Contact: active.communities@westsussex.gov.uk

Where communities have a willing group of volunteers and local projects require more support they can request assistance from our **Community Volunteers**.

This includes:

- Task Leader Training – can provide access to West Sussex County Council’s Public Liability Insurance
- Risk assessments
- Power tool training
- Limited tool loan



Case Study – Community Volunteers

If your Community Groups project needs extra hands we may be able to help.

Contact: darren.rolfe@westsussex.gov.uk

Community Action



Community Winter Resilience:

The County Council has a Winter Maintenance Plan (WMP) which sets out strategy and service levels for keeping the roads gritted in the winter period. This service can be supplemented by Parish/Town Council Winter Maintenance Plans supporting vulnerable people within their community. Setting out how localised activities for example arrangements for volunteers & farmers to undertake salting and snow clearance. Before each winter parishes undertake an audit of salt bins which the County Council will top up in Autumn in accordance with the WMP yearly offer. We currently work with 155 parish/town councils.



Case Study – East Grinstead

How to get involved:

Contact: active.communities@westsussex.gov.uk

Flood action groups:

Flood action groups are composed of local residents that represent a voice for their community on flood-related issues. They work closely with local authorities, the Environment Agency, water companies, landowners, businesses and other partner agencies involved in flooding to find ways to help reduce flood risk in their community. West Sussex already has 33 local flood action groups across the county involved in local activities to identify and reduce the impact of flooding and contribute to the county's strategic approach to flood risk management.

How to get involved:

For more details and to apply, visit: www.westsussex.gov.uk/floodactiongroups

Community Highways Partnerships

Case Study



- **Henfield Parish Council**
- **Project: Cutting Back Verges/Clearing Vegetation**

“The positive impact to Henfield of the partnership has been gradual but very noticeable. We have received many positive comments from residents, particularly after the recent project to cut back the verges” – **Kevin Wright, Clerk, Henfield Parish Council**



01273 492507 • office@henfield.gov.uk

The Challenge:

- The Parish Council and local community wanted to improve the space they live in by undertaking general small scale highway works.

The Solution/Approach:

- Henfield Parish Council (HPC) wanted to take ownership of the issues in their local area, recognising that the County Council is no longer able to undertake some of the ‘nice to do’ work that is important to the local community and helps to improve the economy.
- HPC decided to employ its own Works Officers and then purchase a van.
- By the end of 2018, HPC have increased the work it does and employed a further two part time works officer and this enabled HPC to have a two person team working in the village four days per week.

The Results:

- Currently keeping clear of vegetation many of the footpaths around the village; verges are being cut back to increase the width of footways, which is allowing mothers with pushchairs/prams better and safer access.
- Minor tree safety work is being carried out; epicormic tree growth being removed around the village and verges are being cut more frequently to keep the village looking neat and tidy.
- Are able to carry out minor repairs to fences and to keep many gullies clear of leaves in the winter season.

Community-led Improvements

Case Study



- Ferring Parish Council
- Project: Traffic Calming/Junction Improvement

"Feedback received is that it has helped reduce the speed of the traffic and has made exiting the side road much easier and less of a hazard" – Amanda Thomas, Administrative Assistant , Ferring Parish Council



parishoffice@ferringparishcouncil.org.uk • 01903249449 • www.ferringparishcouncil.org.uk

The Challenge:

- Exiting Sea Lane Gardens onto Sea Lane, Ferring, was proving difficult due to the very poor visibility at the junction. This had resulted in numerous near misses and a small number of quite serious accidents. It was also evident that crossing the road in this location was difficult in this vicinity. Concerns were also raised regarding vehicle speeds on Sea Lane.

The Approach:

- The community made an application to the County Council for a 'Community Highway Scheme'. Schemes are assessed against criteria which includes safety, contribution to economic growth, environment and sustainability. Budget is allocated to highest scoring schemes each year and this was successful.
- Working with the community, a design with buildout and crossing point was agreed.

The Results:

- The results of the finished scheme are that residents feel safer using the junction, have a new improved crossing point and reduced vehicle speeds on Sea Lane.

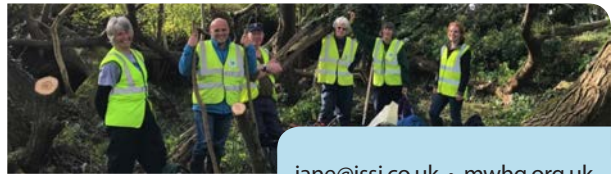
Community-led Improvements

Case Study



- FLOW
- **Project: Fixing and Linking Our Wetlands** is a Heritage Lottery Funded Project to survey and improve the ditch network of the Manhood Peninsula, to prevent flooding and increase vital habitat for wildlife.

“The positive impacts have been multiple for the community. We have provided invaluable data to West Sussex County Council, Chichester District Council, the Environment Agency and Parish Councils about drainage that will benefit them through targeted flood risk reduction measures.” – Jane Reeve, FLOW Project Leader



jane@jssj.co.uk • mwhg.org.uk

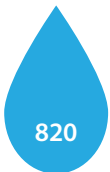
The Challenge:

- The network of waterways on the Manhood Peninsula connect the protected areas of Pagham Harbour, Medmerry and Chichester Harbour. Their upkeep is not just of benefit to wildlife but increasingly to people, as more frequent flooding events take place.

The Approach:

- The FLOW team is made up of local volunteers, led by FLOW Project leader Jane Reeve and Field Officer Christopher Drake. Volunteers are trained in a range of skills, including: GIS mapping, hedge laying, surveying, species identification and landscaping, to restore the wetland network safely and effectively. Many volunteers bring their own expertise of land management and wildlife, while others with a passion for the protection of the environment; grow their knowledge through participation in FLOW.

The Results:



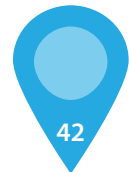
Ditches surveyed



Hedgerows surveyed



Volunteer hours



Sites improved

Community Action

Case Study

- Lavant Parish Volunteer Task Force
- Project: Tackling maintenance tasks around the village



APBLAVAN335@aol.com • 01243527705 • lavantparishcouncil.co.uk

The Challenge:

- The LVTF (Lavant Volunteer Task Force) was formed so that the wide range of maintenance tasks that need doing around the village can be tackled, in support of any more formal work undertaken by various responsible authorities. This can range from patch clearing to general maintenance work.

The Approach:

- LVTF meet every Tuesday morning (9:30am – 1pm) to carry out work which is confirmed in advance.
- There are currently 17 volunteers.
- Training and equipment provided.

The Results:

- So far an extensive stretch of undergrowth along the verges of Centurion Way and essential manicuring of trees and bushes around the village green have been completed.
- Undergrowth round the edges of the football field has been cleared.
- Wooden bus stops at Pook Lane roundabout and the top of St Nicolas Road have had a makeover.

Community Action

Case Study

- West Sussex County Council
- Project: Community Volunteers

"Work the group are involved in is varied and has had a huge benefit to a wide variety of communities" – **Darren Rolfe, Community Volunteers Leader**



darren.rolfe@westsussex.gov.uk • For more information click [here](#)

The Challenge:

- Led by Darren Rolfe, being a Community Volunteer provides the opportunity to help others, improve the local environment and do something enjoyable. The tasks are varied and the challenges keep you thinking. It is a great opportunity to learn new skills and share Darren's knowledge with others.

The Approach:

Examples of what volunteers can be involved in are:

- Habitat improvement work (including pond restoration)
- Building and installation of planters
- Vegetation clearance to open up the view which has overgrown
- Construction of community facilities e.g. village hall decking, bush shelters, youth camp fencing.

The Results:

- Activities are planned three to six months in advance, most tools used are fairly easy to master and specialist training is given for using power tools. Just choose any activities that you wish to volunteer for and arrangements are organised nearer the date.

Community Action

Case Study

- East Grinstead Town Council
- Project: Winter Resilience/Management Plan



01342 323636 • towncouncil@eastgrinstead.gov.uk

The Challenge:

- East Grinstead, being north of the High Weald and with hilly terrain, suffers from very different weather patterns than the bulk of the district south of the Weald. It is generally one or two degrees colder and driving conditions tend to be worse at periods of heavy snow and ice as a result of undulating terrain.

The Approach:

- To assist the community the Town Council purchased a Tracmaster walk behind motorised snow plough and brush and a Glasdon manual gritter for use on the town centre's pavements, steps and bridges.
- Mid Sussex District Council has provided equipment to enable local volunteers to clear ice and snow from pavements.
- Volunteers were loaned equipment including a snow shovel, hats and gloves, Hi-Vis vests and ice grippers..

The Results:

- The Town Council has a community winter resilience plan that supports residents to keep moving safely during winter weather.

Community Action

Case Study

- Tarring Flood Action Group
- Project: Adopt a drain

"Adopt a drain has made a huge difference in periods of heavy rain, we are in a much better position than we were two and a half years ago" – Alison Gilbert, Adopt a Drain leader



tarringfloodgroup@outlook.com

The Challenge:

- After experiencing ground water flooding locally, several members of the local community agreed, initially through the Local Neighbourhood Watch scheme and local councillors, to form a group to help avoid future flooding in the streets.

The Approach:

- Following the advice of the National Flood Forum, West Sussex County Council Highways, Worthing Borough Council' Emergency Team, Operation Watershed and others, the group started researching rain water gardens and out of this came 'Adopt a Drain'.
- Have been provided with kit on loan, snow shovels, heavy duty brooms, litter pickers, Hi-Vis jackets, hoops for litter bags, bags and protective gloves.
- Viewed West Sussex County Council video on clearance of leaves and keeping safe.

The Results:

- Some members have already cleared soakaways and gullies and this is ongoing.
- The group has organised itself so members have an active role which play to their strengths. This could be writing up research, canvassing support from local businesses, or the physical clearance of leaves and debris.



BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 15 - CONSIDERATION OF AN INITIATIVE BEING PROMOTED BY ARUN DISTRICT COUNCIL CALLED ACCESSABLE, AN ORGANISATION THAT PROVIDE INFORMATION TO DISABLED PEOPLE ABOUT ACCESSIBILITY, INCLUDING; A PROPOSAL TO RECEIVE A PRESENTATION FROM AN ACCESSABLE REPRESENTATIVE AND ANY RECOMMENDATION TO THE POLICY AND RESOURCES COMMITTEE FOR ANY BUDGETARY REQUIREMENTS FOR ASSOCIATED COSTS

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

The following information has been received on behalf of Arun District Council's Group Head of Policy:

"I am writing to advise you of a service that Arun District Council have signed up to, which we think may be of interest to you.

AccessAble are a company that provide information to disabled people about accessibility of various venues such as shops, cafes, museums, libraries etc. This information is produced in a simple guide which identifies issues such as accessibility to the premises, any level changes within the premises, lighting, accessible toilet facilities, on-site parking/nearest bus stop or train station, and any provisions for sensory impairments. Please take a look at their website at www.AccessAble.co.uk to see what useful information they can provide.

Any premises that are interested in being considered for entry into the guide can apply free of charge – all that is required is a few moments from them to answer a survey. There is huge potential to increase the number of venues included in the guide. However, support from local Councils and other agencies is crucial to AccessAble to be able to continue delivery of this much-needed service and to support the work involved in producing the guides.

AccessAble are, understandably, keen to seek potential funding/investment to expand the service. As a consequence, they have asked us to contact you to see if you would be interested in finding out more details about the service and what the financial implications may be should you decide to sign up. We see this as an ideal opportunity for you to promote local businesses and services, and hopefully increase patronage and therefore local revenue, and may also contribute to your Equalities and Diversity obligations.

Jackie is happy for me to arrange a presentation for you, and any other interested parties, to chat to a representative from AccessAble and learn more about their service before making any decisions.

Please reply direct to me and let me know if you would be interested or not."

Members are asked to advise if they wish to consider this proposal and to receive a presentation from the organisation of AssessAble at a future meeting, noting that no allowance has been made in the draft Budget recommendations to the Policy and Resources Committee and any funding would have to be identified immediately.

DECISIONS

Do Members AGREE to receive a presentation from AccessAble at a future meeting?

Members are asked to AGREE any required budget, noting that as no allowance has been made in the draft Budget recommendations to the Policy and Resources Committee, any funding would have to be identified immediately or alternatively any financial commitment deferred until the 2021/22 financial year.

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 16 - PROPOSALS AND REQUIRED BUDGETS FOR 2020 INCLUDING: FLEXIBLE COMMUNITY FUND, YOUTH PROVISION, PLAYDAYS, WARD ALLOCATION, SURGERIES AND OPEN FORUMS, AND THE BOGNOR REGIS IN BLOOM WORKING GROUP

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION

Flexible Community Fund - Current Budget £5,000

Members are asked to NOTE that a budget for the financial year 2020/21 of £5,000 has been allocated as part of the recommendations to the Policy and Resources Committee.

Youth Provision - Current Budget £10,000 (for match funding opportunities)

Members are asked to NOTE that a budget for the financial year 2020/21 of £10,000 has been allocated as part of the recommendations to the Policy and Resources Committee and furthermore, to NOTE that this Committee's previous recommendation for this amount be specific to CREATE (Min. 45 refers).

Playdays - Current Budget £3,500

Members are asked to NOTE that a budget for the financial year 2020/21 of £3,500 has been allocated as part of the recommendations to the Policy and Resources Committee.

Ward Allocation - Current Budget £2,000 equating to £125 per Member

Individual Ward Breakdown:

Hotham Ward	£500.00
Marine Ward	£500.00
Orchard Ward	£500.00
Pevensey Ward	£375.00
Hatherleigh Ward	£125.00

Members are asked to NOTE that a budget for the financial year 2020/21 of £3,200 (equating to an increased sum of £200 per Member) has been allocated as part of the recommendations to the Policy and Resources Committee.

SURGERIES AND OPEN FORUMS

Current Budget £1,000

Members are asked to NOTE that a budget for the financial year 2020/21 of £1,000 has been allocated as part of the recommendations to the Policy and Resources Committee.

BOGNOR REGIS IN BLOOM

Current Budget £1,750 - (Competition Expenses £750 & Environmental Projects £1,000)

Members are asked to NOTE that a budget for the financial year 2020/21 of £1,750 has been allocated as part of the recommendations to the Policy and Resources Committee.

BOGNOR REGIS TOWN COUNCIL
COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019

AGENDA ITEM 17 - BOGNOR REGIS IN BLOOM WORKING GROUP -
CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND
REPORTS IN THE NOTES OF THE MEETING HELD ON
3rd OCTOBER 2019

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

Members are asked to receive the Notes of the Bognor Regis in Bloom Working Group Meeting held on 3rd October 2019 (attached as APPENDIX 1).

As Members will note, this meeting was not quorate and therefore Members are asked to RATIFY the following recommendations:

- Expenditure of £86.00 for trophy engraving to be funded from the current year's Competition Expenses;
- Expenditure of £35.00 for Gift Vouchers to be funded from the current year's Competition Expenses;
- The appointment of the new Tree Wardens, Gillian Edom and Edward Fane as co-opted members of the Bognor Regis in Bloom Working Group.

DECISIONS

Members are invited to NOTE receipt of the Notes from the non-quorate meeting held 3rd October 2019.

Members are further invited to RATIFY the expenditure and appointment for the co-opted members as detailed above.

NOTES AND RECOMMENDATIONS

Bognor Regis Town Council
Bognor Regis in Bloom Working Group
Thursday 3rd October 2019

PRESENT: Cllrs. S. Goodheart and P. Woodall, also, Mr. P. Dillon, Mr. R. Earl, Mr. S. Hearn, Mrs. M. Huntingdon, Mr. D. Meagher and Mrs. R. Verweken (Committee Clerk)

The Meeting opened at 3.30pm

It was noted that the meeting was non-quorate and that any decisions would need to be made as Recommendations to the Community Engagement and Environment Committee

1. APOLOGIES FOR ABSENCE

Apologies had been received from Mr. and Mrs. Jackson and Ms. P. Keane.

2. APPROVAL OF THE NOTES OF THE MEETING HELD ON 12th MARCH 2019 AND THE NON - QUORATE NOTES OF THE 30th APRIL, 27th JUNE AND 29th AUGUST 2019 AND ANY MATTERS ARISING THAT ARE NOT SEPARATE AGENDA ITEMS

As the meeting was not quorate, the Notes would be formally approved at the next quorate meeting but in the meantime, they were RECOMMENDED to the Community Engagement and Environment Committee.

3. BOGNOR REGIS IN BLOOM (BRiB) INCLUDING:

- BRiB Annual Competition - To ratify cost of trophy engravings and £25 voucher, as well as to discuss and agree final arrangements
- Rainbows Seed Planting 2019 - Update if available

BRiB Annual Competition - To ratify cost of trophy engravings and £25 voucher, as well as to discuss and agree final arrangements

Members RATIFIED the £86.00 invoice, for engraving of this year's winners on the trophies, as well as the £25.00 Wilkos gift voucher, which will be awarded on the night.

However, as the meeting was not quorate members AGREED to RECOMMEND to the Community Engagement and Environment Committee that the expenditure of £86.00 and £25.00 be funded from the current year's remaining Competitions Expenses budget.

Members discussed raffle prizes and timings for the day, with a few Members volunteering to arrive early to help with the general set up.

Members AGREED the CC should purchase flowers for the tables on the day.

Rainbows Seeds Planting 2019 - Update if available

As the ADC Parks Manager was not present, unfortunately, no update could be provided.

4. UPDATE ON RAILWAY PLANTERS PROJECT

The CC reported that the Station Manager, with whom original meetings and plans had been held, has now left the post. A new Manager, who will be based at Chichester station has been appointed. The CC informed of her efforts to contact the new Manager several times, to inform of the project and to get the go ahead, before Town Force begin building and installing the planters. Unfortunately, no reply had been received. SG suggested he, along with the CC would continue to chase up and the CC will keep Members updated with this project, which still hopes to be completed before Christmas.

5. TO CONSIDER REGISTERING NEW TREE WARDENS ON SOUTH EAST TREE WARDEN FORUM 2019, INCLUDING POSSIBLE CONTRIBUTION TO COSTS

The annual South East Tree Warden Forum is due to be held in Maidstone, Kent on 2nd November, and the CC had been asked whether our new Wardens would like to attend. After looking at the programme of the day and discussing some of the key speakers, which will include the CEO's of The Tree Council and Sussex Wildlife Trust, as well as getting the opportunity to network with an array of experienced Tree wardens from around the South, Members AGREED it would be of real benefit to ask the Tree Wardens if they'd like to attend. It was noted that tickets cost £15 each and that travel expenses to Maidstone, would apply. After discussing remaining budgets and the real benefits this Forum would offer, Members further AGREED to cover costs of tickets, for both Wardens, if both would like and are able to attend, as well as travel expenses (within reason).

The CC will liaise with the Tree Wardens, and if applicable, book onto the Forum. Any costs etc will be ratified at the next meeting, where it is also hoped one or both Tree Warden/s may be able to give a short report on the Forum.

It was further AGREED to RECOMMEND to the Community Engagement and Environment Committee that both Gillian Edom and Edward Fane (Tree Wardens), are co-opted onto the Bognor Regis in Bloom Working Group.

6. AREAS OF CONCERN/EYESORES IN THE TOWN FOR POSSIBLE IN BLOOM WORKING GROUP ATTENTION

Gloucester Road Car Park – A Member commented on a strip of unkempt grass in this car park, running parallel to the Prom. As this car park is mostly used by guests of Butlin's, both PD and SG will enquire with Jeremy Pardey, as to whether Butlin's gardeners could mow this area of overgrown grass.

Verges in and around the Town - Members discussed the state of many of the verges in and around Bognor Regis and agreed this seemed to be a district wide problem. A Member informed that WSCC are being more selective about maintenance and verges, due to budget cuts and whilst Members understood that this was the case, they would like to discuss whether some of the main thoroughfares into the Town could be prioritised, including areas where overgrown verges could be potentially dangerous.

It was AGREED the CC should contact Ben Whiffin at WSCC, to invite him to the WG's next meeting, to discuss this further.

Place St Maur - Members felt this area needed more colour, as it currently houses a lot of rubble. The two beds to the West, could be potentially used for the Guides planting competition. This will be discussed further in the new year. The CC will advise the ADC Parks Manager of these comments.

Nyewood Lane/Hawthorn Rd (by post box) - SG brought to the Group's attention this large area of grass, which has good potential for planting up. The land is owned by WSCC. Members AGREED this would be another area to discuss with Ben Whiffin, if he were able to attend the next meeting early next year. However, Health & Safety may be an issue, as this area is on a junction.

7. UPDATE FROM VOLUNTEER PROJECTS INCLUDING BOGNOR COMMUNITY GARDENERS AND GREENER BOGNOR NETWORK COMMUNITY ORCHARD PROJECT

Greener Bognor Network Community Orchard Project:
No update.

Bognor Community Gardeners: The BCG started back in 2011, working mainly on the Sunken Gardens. The community group have been part of the South and South East in Bloom competition every year since, and this year entered six categories receiving numerous awards including silver gilt in the 'Our Community' category.

The group obtained and planted some beautiful David Austin roses in the Hotham Park rose garden, just over a month ago. Unfortunately, after several days, six had been stolen, which was very upsetting.

8. CORRESPONDENCE

There was no correspondence.

9. DATE OF NEXT MEETING

The next meeting was arranged for Thursday 17th January 2020 at 3.30pm.

The Meeting closed at 4.30pm

COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
18th NOVEMBER 2019
GENERAL CORRESPONDENCE

1. Bognor Medical Practice PPG Friends Newsletter
2. CAGNE Nov/Dec Newsletter
3. Email from a member of public regarding Fitzleet Car Park
4. Keep Britain Tidy Dog Fouling campaign