



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,
Bognor Regis, West Sussex PO21 1LD
Telephone: 01243 867744
E-mail: bognortc@bognorregis.gov.uk

ANNUAL TOWN MEETING OF ELECTORS FOR 2019

The Annual Town Meeting will take place **in the new screen at the Picturedrome Cinema, Bognor Regis** at **7.30pm on Monday 18th MARCH 2019**. The Chairman of the Meeting will be the Town Mayor.

The Meeting is primarily intended for persons registered as local government electors for the Town & Parish of Bognor Regis. However, all members of the Public and Press are most welcome to attend. Any matters affecting the Parish may be discussed. County and District Councillors are being invited to attend. **Only persons registered as local government electors for the Town & Parish of Bognor Regis are entitled to vote at the Meeting.**

A G E N D A

1. Welcome by the Town Mayor and introduction of Councillors present
2. To approve and sign the **Minutes** of the Town Meeting of Electors held on Wednesday 21st November 2018 and any **Matters Arising**
3. To receive the **Annual Report** of the Council
4. To receive the **Accounts** of the Town Council year ending 31st March 2018 and Budget for 2019-2020
5. To receive the **Accounts** of the Bognor Pier Company Ltd. year ending 31st December 2018 (if available)
6. To consider **Resolutions** of which written notice has been given by **Friday 15th March 2019**
7. Town Council's Regeneration Survey
8. To welcome Ms Louise Goldsmith, Leader of West Sussex County Council
9. Open Forum with questions to Councillors/Attendees

DATED this 4th day of March 2019

Town Mayor

Town Clerk



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MINUTES AND REPORT OF THE TOWN MEETING OF THE ELECTORS OF BOGNOR REGIS HELD ON WEDNESDAY 21st NOVEMBER 2018

PRESENT (BRTC)

Cllr. J. Brooks
Cllr. J. Cosgrove
Cllr. P. Dillon
Cllr. Mrs. S. Daniells
Cllr. S. Goodheart
Cllr. M. Stanley
Cllr. Mrs. J. Warr

(Note: Cllrs. Brooks, Dillon, Mrs. Daniells and Stanley are also Arun District Councillors)

IN ATTENDANCE

Mr. R. Nash (in the Chair)
Mrs. G. Frost (Town Clerk)
Mrs. S. Norman (Deputy Clerk)
Mrs. J. Davis (Civic & Office Manager)
2 representatives of the press
Approximately 64 members of the public of which 44 were Electors

COPIES OF DOCUMENTS AVAILABLE FOR THE PUBLIC

Notice and Agenda for the Meeting
Minutes of the Town Meeting of Electors held on 19th March 2018
Town Council Privacy Notice

The Meeting opened at 6.06pm

1. In the absence of the Town Mayor and Deputy Mayor, electors nominated Mr. R. Nash to take the Chair and this was agreed. The Chairman welcomed everyone present and attention was drawn to the evacuation procedure in the event of fire.
2. **TO APPROVE AND SIGN THE MINUTES OF THE ANNUAL TOWN MEETING OF ELECTORS HELD ON MONDAY 19th MARCH 2018 AND ANY MATTERS ARISING**

The Minutes of the Annual Town Meeting of Electors held on Monday 19th March 2018 were considered and agreed as a true record and signed by Mr. R. Nash as presiding Chairman. It was agreed that the business of the meeting continue as per the proposals on the agenda.

3. **MOTION AS PROPOSED BY CLLRS. BROOKS, COSGROVE AND GOODHEART**

Opposes the plans by Arun District Council to construct a Linear Park at Hothamton, whose cost has been estimated by Arun at £3.5 million;

Reminds Arun and BR Town Councils that the BR Neighbourhood Plan contains specific reference to the current Sunken Gardens (The Area is listed in Policy 9, no 2, of the BR Neighbourhood Plan adopted 2015 designated as local green space - page 58 'Sunken Gardens A key landscape in the Conservation Area typical of nineteenth century squares visually important for historic as well as amenity reasons and highly valued by the community') so that the current area should be maintained and that there should be no loss of amenity space;

Calls on Arun District Council to abandon the current scheme and instead to allocate substantial funding to the improvement and upgrade of the current Gardens, which can be achieved for a very substantial lower sum, to include features wanted by the Community and ongoing involvement by the Community Gardeners Group, BRTC Town Force etc, and a long-overdue statue of the Town's Founder, Sir Richard Hotham;

And to Resolve accordingly

Cllr. Cosgrove spoke for the Motion outlining the recent background and explained that the Electors Meeting had been called as a result of a large number of members of the public having recently attended a Town Council Meeting at which it became evident that the issues highlighted in the Motion were a hot topic.

Cllr. Stanley seconded the Motion and reserved the right to speak.

Those present commented/discussed:

Sunken Gardens could be preserved and enhanced for far less than £3.5m. Comparisons were made between all regeneration proposals that had been put forward in the past for both the Hothamton and Regis Centre sites.

The current Hothamton Play Area and Sunken Gardens are not safe or family-friendly.

Arun's proposals include the provision for the relocation of the Health Centre to the ground floor of one of the new buildings with cafés and an entertainment area within the Linear Park which will benefit the Town.

Reports of anti-social behaviour in the Sunken Gardens is exaggerated. Bognor Regis Community Gardeners have tried to liaise with Arun's Anti-Social Behaviour Team but have received little response in support.

Doubt was cast on the figures reported by Arun regarding greenspace at the Sunken Gardens and the proposed Linear Park.

Concern with access to Fitzleet House for emergency vehicles if the existing slip road goes.

Apparent lack of discussion between Arun and the Health Authority and future provision for the 9,200 patients that presently use the Health Centre.

Rather than spending £3.5m on the Linear Park, Arun should be putting money towards tackling homelessness, mental health, local policing etc.

Jewel in the crown of Bognor Regis is the seafront and attracts visitors.

Concerns about the level of high-density housing being proposed in the Town, with Houses of Multiple Occupation increasing.

Previous consultations on regeneration proposals made clear that the public do not want housing developments on the seafront. Brownfield land is running out and housing has to be created somewhere.

It was questioned as to whether Arun's proposals were regeneration, which should improve social/economic wellbeing, or rather redevelopment.

The proposed layout of the Linear Park will put children playing, and pregnant mothers, at risk of pollution from vehicle brakes and tyre wear.

Two proposed roads are close to existing junctions but should be clearly separated; Hopes that WSCC will highlight these problems in consultation.

Nice flats, built well and affordable would increase the number of residents and result in Town Centre shops being at less risk of closing.

Customers of the Picturedrome Cinema recently struggled to park in Hothamton Car Park during the evening. Once the 4th screen opens, where will all the additional customers for the cinema park?

A member of the public put forward an additional item to the Motion, that: 'Bognor Regis Town Council rescind the decision made by the Planning and Licensing Committee, at the meeting held on 30th October 2018, to raise no objection to Planning Application BR/254/18/A (Min. 120.4 refers) on the grounds that insufficient information was available to them at the time of considering the application'. This was accepted by the proposer and seconder of the original Motion.

Cllr. Cosgrove asked that the Deputy Chairman of Bognor Regis Civic Society be invited to attend a pre-meeting briefing prior to the Planning and Licensing Committee Meeting at which Planning Application BR/254/18/A would be reconsidered.

A member of the public thanked Cllr. Dillon for attending, and speaking at, the meeting, knowing that he would face opposition as a Conservative Member of Arun District Council (ADC). Cllr. Dillon was asked if he would write to the Leader of ADC in support of the opinions expressed by those electors present at the meeting. Cllr. Dillon stated that he would personally sign a copy of the unconfirmed Minutes of the Electors Meeting held on 21st November 2018 and deliver them to ADC.

A member of the public suggested that the Sunken Gardens could be improved by opening up the southern end of the gardens, with an iron archway, which would improve visibility and thereby discourage anti-social behavior.

As proposer of the original Motion, Cllr. Cosgrove accepted the additional item to the Motion, that: 'The southern end of the Sunken Gardens, Bognor Regis, be opened up and an archway installed'. This was accepted by the seconder of the original Motion.

As seconder, Cllr. Stanley spoke for the Motion.

Following a right to reply by the proposer, a vote was taken, en bloc, on the 5 Motions as amended.

This meeting of Electors of Bognor Regis:

Opposes the plans by Arun District Council to construct a Linear Park at Hothamton, whose cost has been estimated by Arun at £3.5 million;
Reminds Arun and BR Town Councils that the BR Neighbourhood Plan contains specific reference to the current Sunken Gardens (The Area is listed in Policy 9, no 2, of the BR Neighbourhood Plan adopted 2015 designated as local green space - page 58 'Sunken Gardens A key landscape in the Conservation Area typical of nineteenth century squares visually important for historic as well as amenity reasons and highly valued by the community') so that the current area should be maintained and that there should be no loss of amenity space;
Calls on Arun District Council to abandon the current scheme and instead to allocate substantial funding to the improvement and upgrade of the current Gardens, which can be achieved for a very substantial lower sum, to include features wanted by the Community and ongoing involvement by the Community Gardeners Group, BRTC Town Force etc, and a long-overdue statue of the Town's Founder, Sir Richard Hotham;
Bognor Regis Town Council rescind the decision made by the Planning and Licensing Committee, at the meeting held on 30th October 2018, to raise no objection to Planning Application BR/254/18/A (Min. 120.4 refers) on the grounds that insufficient information was available to them at the time of considering the application;
The southern end of the Sunken Gardens, Bognor Regis, be opened up and an archway installed;

And to resolve accordingly.

A vote was taken and the result was 35 in favour, 0 against and 2 abstentions. Accordingly the Resolution was **RESOLVED**.

A courtesy Non-electors vote was taken, 15 in favour, 0 against and 1 abstention.

The Chairman thanked all present for attending

The Meeting closed at 7.27pm

Bognor Regis Town Council

Unaudited Financial Statements

For the year ended 31 March 2018

Bognor Regis Town Council

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Bognor Regis Town Council

Council Information

31 March 2018

(Information current at 4th June 2018)

Mayor

Cllr S. A. Reynolds

Councillors

Cllr P. J. Woodall (Deputy Mayor)

Cllr K. Batley

Cllr J. Brooks

Cllr J. B. Cosgrove

Cllr A. W. W. Cunard

Cllr S. E. Daniells

Cllr P. Dillon

Cllr D. Enticott

Cllr A. E. A. Gardiner

Cllr S. Goodheart

Cllr M. Lineham

Cllr M. Smith

Cllr M. Stanley

Cllr W. J. Toovey

Cllr J. L. Warr

Town Clerk

Mrs G. Frost

Auditors

Moore Stephens (East Midlands)

Rutland House

Minerva Business Park

Lynch Wood

Peterborough

PE2 6PZ

Internal Auditors

Auditing Solutions Limited

Clackerbrook Farm

46 The Common

Bromham

Chippenham

Wiltshire

SN15 2JJ

Bognor Regis Town Council

Statement of Responsibilities

31 March 2018

The Council's Responsibilities

The council is required:

- to make arrangements for the proper administration of its financial affairs
- to secure that one of its officers (R.F.O.) has the responsibility for the administration of those affairs. At this council that officer is the Town Clerk, and
- to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

The Responsible Financial Officer's Responsibilities

The R.F.O. is responsible for the preparation of the council's Unaudited Financial Statements in accordance with Part 4 of the "Governance and Accountability for Local Councils – A Practitioners Guide (England) (as amended)" (the guide), so far as is applicable to this council, to present a true and fair view of the financial position of the council at 31 March 2018 and its income and expenditure for the year then ended.

In preparing the Unaudited Financial Statements, the R.F.O. has:

- selected suitable accounting policies and then applied them consistently
- made judgements and estimates that were reasonable and prudent, and
- complied with the guide.

The R.F.O. has also:

- kept proper accounting records, which were up to date, and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

Responsible Financial Officer's Certificate

I further certify that the Unaudited Financial Statements present a true and fair view of the financial position of Bognor Regis Town Council at 31 March 2018, and its income and expenditure for the year ended 31 March 2018.

Signed:

Mrs G. Frost- Town Clerk

Date:

Bognor Regis Town Council
Statement of Accounting Policies
31 March 2018

Auditors

The name and address of the External Auditors is provided for information only.

These Statements are not subject to audit and the External Auditors have no responsibility for them.

Accounting Convention

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (FRSSE) issued by the Accounting Standards Board, as applied to Local Councils by part 4 of Governance and Accountability for Local Councils – A Practitioners Guide (England) (the guide). Comparative figures have been restated to conform to the revised formats where appropriate. Certain requirements have been omitted for clarity and simplicity as these statements are not subject to audit. They are produced in support of the council's audited Statement of Accounts contained within the Annual Return Statement of Accounts.

These accounts have been prepared having regard to the fundamental accounting concepts of: Going Concern, Prudence, Accruals, Relevance, Consistency, Reliability, Comparability, Understandability and Materiality.

The accounts have been prepared under the historical cost convention.

Fixed Assets

All expenditure in excess of £1000 (on any one item or group of similar items) on the acquisition, creation or enhancement of fixed assets is capitalised on an accruals basis in the accounts. Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefits to the authority and the services it provides, for a period of more than one year. Fixed assets are valued on the basis recommended by the Chartered Institute of Public Finance and Accountancy (CIPFA) and in accordance with the statements of asset valuation principles and guidance notes issued by the Royal Institution of Chartered Surveyors (RICS). The closing balances are stated on the following basis:

all assets are included in the balance sheet at the lower of cost (estimated where not known) or estimated realisable value, except that,

certain community assets are the subject of restrictive covenants as to their use and/or future disposal. Such assets are therefore considered to have no appreciable realisable value and are included at nominal value only.

The surplus or deficit arising on periodic revaluations of fixed assets has been credited or debited to the Revaluation Reserve. Subsequent revaluations of fixed assets are planned at five yearly intervals, although material changes to asset valuations will be adjusted in the interim period, should they occur.

In accordance with Financial Reporting Standard (FRS) 15, depreciation is provided on all operational buildings (but not land), as well as other assets.

Depreciation Policy

Buildings and leasehold land are depreciated over the shorter of 50 years or the anticipated remaining useful lives on a straight line basis.

Vehicles, plant, equipment and furniture are depreciated over 3 to 10 years on a straight line basis.

Infrastructure assets are depreciated over 10 years at 10% per annum straight line.

Community assets are not depreciated, because they are of either intrinsic or purely nominal value.

Depreciation is accounted for as a Balance Sheet movement only, not through the Income and Expenditure Account.

Bognor Regis Town Council
Statement of Accounting Policies
31 March 2018

Grants or Contributions from Government or Related Bodies

Capital Grants

Where a fixed asset has been acquired or improved with the financing either wholly or in part by a grant or contribution from government or a related body, e.g. Sports Council, the amount of the grant has been credited to Deferred Grants Account and carried forward. Grants so credited are released back to revenue over the life of the asset to match, and thereby offset wholly or in part, depreciation charged.

Revenue Grants

Revenue grants are credited to income when conditions attached thereto have been fulfilled and/or equivalent expenditure has been incurred. Grants received in respect of which the conditions have not been fulfilled, or expenditure incurred, are carried forward as deferred revenue grants.

Investments

Investments are included in the balance sheet at historic cost and realised gains or losses are taken into the income and expenditure account as realised. Details are given at notes 13 and 14.

Debtors and Creditors

The revenue accounts of the council are maintained on an accruals basis in accordance with the regulations. That is sums due to or from the council during the year are included whether or not the cash has actually been received or paid in the year. Exceptions to this are payment of regular quarterly and other accounts (e.g. telephones, electricity). This policy is applied consistently each year. Therefore, it will not have a material effect on the year's accounts or on the council's annual budget.

The council reviews the level of its commercial debtors on a regular basis and provisions are made, as required, where the likelihood of amounts proving ultimately collectable is in doubt.

Value Added Tax

Income and Expenditure excludes any amounts related to VAT, as all VAT suffered/collected is recoverable from or payable to HM Revenue and Customs. Any amounts not so recoverable are treated as a separate expense.

External Loan Repayments

The council accounts for loans on an accruals basis. Details of the council's external borrowings are shown at note 18.

Leases

Rentals payable under operating leases are charged to revenue on an accruals basis. Details of the council's obligations under operating leases are shown at note 17.

Reserves

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 20 to 22.

Certain reserves are maintained to manage the accounting processes for tangible fixed assets, available for sale investments and retirement benefits. They do not represent usable resources for the council:

Capital Financing Account – represent the council's investment of resources in such assets already made.

Bognor Regis Town Council
Statement of Accounting Policies
31 March 2018

Interest Income

All interest receipts are credited initially to general funds.

Cost of Support Services

The costs of management and administration have been apportioned to services on an appropriate and consistent basis.

Pensions

The pension costs that are charged against precept in the council's accounts, in respect of its employees, are equal to the contributions paid to the funded pension scheme for those employees.

These contributions are determined by the fund's actuary on a triennial basis and are set to meet 100% of the liabilities of the pension fund, in accordance with relevant government regulations.

The next actuarial valuation is due at 31st March 2019 and any change in contribution rates as a result of that valuation will take effect from 1st April 2020.

Bognor Regis Town Council
Income and Expenditure Account
31 March 2018

	Notes	2018 £	2017 £
Income			
Precept on District Council		839,874	777,361
Grants Receivable		6,000	61,838
Rents Receivable, Interest & Investment Income		4,434	6,865
Charges made for Services		57,269	61,044
Other Income		31,212	31,217
Total Income		938,789	938,325
Expenditure			
Direct Service Costs:			
Salaries & Wages		(261,324)	(240,888)
Grant-aid Expenditure		(61,900)	(56,000)
Other Costs	1	(186,111)	(212,141)
Democratic, Management & Civic Costs:			
Salaries & Wages		(167,604)	(165,131)
Other Costs	1	(155,418)	(171,528)
Total Expenditure		(832,357)	(845,688)
Excess of Income over Expenditure for the year.		106,432	92,637
Net Operating Surplus for Year		106,432	92,637
STATUTORY CHARGES & REVERSALS			
Statutory Charge for Capital (i.e. Loan Capital Repaid)		(23,676)	(46,298)
Revenue Expenditure funded from Capital		645,800	-
Capital Expenditure charged to revenue	11	(675,809)	(28,108)
Transfer from/(to) Earmarked Reserves	22	37,862	(1,929)
Surplus for the Year to General Fund		90,609	16,302
Net Surplus for the Year		52,747	18,231
The above Surplus for the Year has been applied for the Year to as follows:			
Transfer from/(to) Earmarked Reserves	22	(37,862)	1,929
Surplus for the Year to General Fund		90,609	16,302
		52,747	18,231

The council had no other recognisable gains and/or losses during the year.

The notes on pages 12 to 21 form part of these unaudited statements.

Bognor Regis Town Council
Statement of Movement in Reserves
31 March 2018

Reserve	Purpose of Reserve	Notes	2018 £	Net Movement in Year £	2017 £
Capital Financing Account	Store of capital resources set aside to purchase fixed assets	20	97,365	29,636	67,729
Investment Financing Account	Store of capital resources set aside to purchase investments	21	91,427	6,848	84,579
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure	22	462,193	(37,862)	500,055
General Fund	Resources available to meet future running costs		290,499	90,609	199,890
Total			941,484	89,231	852,253

The notes on pages 12 to 21 form part of these unaudited statements.

Bognor Regis Town Council

Balance Sheet

31 March 2018

	Notes	2018 £	2018 £	2017 £
Fixed Assets				
Tangible Fixed Assets	10		788,368	131,349
Long Term Assets				
Investments Other Than Loans	13		447,225	447,225
Current Assets				
Debtors and prepayments	15	109,311		55,872
Investments	14	-		180,000
Cash at bank and in hand		<u>1,116,627</u>		<u>1,332,848</u>
		1,225,938		1,568,720
Current Liabilities				
Current Portion of Long Term Borrowings		(73,204)		(47,711)
Creditors and income in advance	16	<u>(329,946)</u>		<u>(79,675)</u>
Net Current Assets			822,788	1,441,334
Total Assets Less Current Liabilities			2,058,381	2,019,908
Long Term Liabilities				
Long-term borrowing	18		(1,082,746)	(1,131,915)
Deferred Grants	19		(34,151)	(35,740)
Total Assets Less Liabilities			<u>941,484</u>	<u>852,253</u>
Capital and Reserves				
Capital Financing Reserve	20		97,365	67,729
Investments Financing Reserve	21		91,427	84,579
Earmarked Reserves	22		462,193	500,055
General Reserve			<u>290,499</u>	<u>199,890</u>
			<u>941,484</u>	<u>852,253</u>

The Unaudited Financial Statements represent a true and fair view of the financial position of the Council as at 31 March 2018, and of its Income and Expenditure for the year.

These accounts were approved by the Council on 4th June 2018 .

Signed:

Cllr S. A. Reynolds

Mayor

.....

Mrs G. Frost

Responsible Financial Officer

Date:

.....

The notes on pages 12 to 21 form part of these unaudited statements.

Bognor Regis Town Council

Cash Flow Statement

31 March 2018

	Notes	2018 £	2018 £	2017 £
REVENUE ACTIVITIES				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(428,928)		(406,018)
Other operating payments		(406,003)		(403,877)
			(834,931)	(809,895)
<i>Cash inflows</i>				
Precept on District Council		839,874		777,361
Cash received for services		103,819		71,455
Revenue grants received		6,000		61,838
			949,693	910,654
Net cash inflow from Revenue Activities	25		114,762	100,759
SERVICING OF FINANCE				
<i>Cash outflows</i>				
Interest paid		(18,055)		(37,164)
<i>Cash inflows</i>				
Interest received		5,775		6,655
Net cash (outflow) from Servicing of Finance			(12,280)	(30,509)
CAPITAL ACTIVITIES				
<i>Cash outflows</i>				
Purchase of fixed assets		(475,027)		(30,597)
<i>Cash inflows</i>				
Capital grant received		-		2,489
Net cash (outflow) from Capital Activities			(475,027)	(28,108)
Net cash (outflow)/inflow before Financing			(372,545)	42,142
FINANCING AND LIQUID RESOURCES				
Decrease in money on call			180,000	235,000
<i>Cash outflows</i>				
Loan repayments made			(23,676)	(46,298)
Net cash inflow from financing and liquid resources			156,324	188,702
(Decrease)/Increase in cash	26		(216,221)	230,844

The notes on pages 12 to 21 form part of these unaudited statements.

Bognor Regis Town Council

Notes to the Accounts

31 March 2018

1 Other Costs Analysis

Other Costs reported in the council's Income and Expenditure Account comprise the following:

Direct Service Costs

	2018	2017
	£	£
Arts Development & Support	10,000	10,000
Theatres & Public Entertainment	38,107	53,179
Allotments	4,254	3,906
Tourism Policy, Marketing & Development	1,043	227
Visitor Information	1,688	1,301
Public Conveniences	30,000	30,000
Community Safety (Crime Reduction)	2,000	2,000
Promotion & Marketing of the Area	108,501	105,178
Community Development	49,102	46,306
Street Lighting	3,530	3,499
Off-street Parking	21,148	22,304
Other Services to the Public	(28,144)	(9,871)
Grants - Bognor Pier Company Ltd	6,782	112
Less: Grant-aid Expenditure	(61,900)	(56,000)
Total	186,111	212,141

Democratic, Management & Civic Costs

	2018	2017
	£	£
Corporate Management	82,722	81,390
Democratic Representation & Management	21,135	40,518
Civic Expenses	5,422	1,873
Mayors Allowance	3,000	3,000
Members' Allowances	7,388	7,583
Interest Payable	35,751	37,164
Total	155,418	171,528

As reported in the Statement of Accounting Policies, apportionment of central costs is not reflected in the above analysis.

2 Interest and Investment Income

	2018	2017
	£	£
Interest Income - General Funds	4,434	6,865
	4,434	6,865

Bognor Regis Town Council

Notes to the Accounts

31 March 2018

3 Agency Work

During the year the Council undertook no agency work on behalf of other authorities.

During the year the Council commissioned no agency work to be performed by other authorities.

4 Related Party Transactions

The council entered into no material transactions with related parties during the year.

5 Audit Fees

The council is required to report and disclose the cost of services provided by its external auditors.

These may be summarised as follows:

	2018	2017
	£	£
Fees for statutory audit services	2,000	2,000
Total fees	<u>2,000</u>	<u>2,000</u>

6 Publicity

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. Details are shown under the following broad categories:

	2018	2017
	£	£
Recruitment Advertising	256	2,262
Publicity	515	732
Newsletter	2,860	2,420
Town Guide Publication Costs	-	1,441
	<u>3,631</u>	<u>6,855</u>

7 Members' Allowances

	2018	2017
	£	£
Members of Council have been paid the following allowances for the year:		
Mayors Allowance	3,000	3,000
Councillors' Expenses & Allowances	7,388	7,583
	<u>10,388</u>	<u>10,583</u>

Bognor Regis Town Council

Notes to the Accounts

31 March 2018

8 Employees

The average weekly number of employees during the year was as follows:

	2018	2017
	Number	Number
Full-time	12	11
Part-time	4	5
Temporary	-	-
	<u>16</u>	<u>16</u>

All staff are paid in accordance with nationally agreed pay scales.

No officer received a salary in excess of £60,000

9 Pension Costs

The council participates in the West Sussex Superannuation Fund Pension Fund.

The West Sussex Superannuation Fund Pension Fund is a defined benefit scheme, but the council is unable to identify its share of the underlying assets and liabilities because all town and parish councils in the scheme pay a common contribution rate.

Financial Reporting Standard for Small Enterprises (FRSSE), for schemes such as West Sussex Superannuation Fund requires the council to account for pension costs on the basis of contributions actually payable to the scheme during the year.

The cost to the council for the year ended 31 March 2018 was £42,944 (31 March 2017 - £44,005).

The most recent actuarial valuation was carried out as at 31st March 2016, and the council's contribution rate is confirmed as being 21.70% of employees' pay with effect from 1st April 2018 (year ended 31 March 2018 – 21.70%).

Bognor Regis Town Council

Notes to the Accounts

31 March 2018

10 Tangible Fixed Assets

	Vehicles and Equipment	Infrastructure Assets	Community Assets	Other	Total
Cost	£	£	£	£	£
At 31 March 2017	201,140	230,079	69,774	-	500,993
Additions	3,040	-	-	672,769	675,809
At 31 March 2018	204,180	230,079	69,774	672,769	1,176,802
Depreciation					
At 31 March 2017	(162,466)	(203,779)	(3,399)	-	(369,644)
Charged for the year	(12,123)	(6,254)	(413)	-	(18,790)
At 31 March 2018	(174,589)	(210,033)	(3,812)	-	(388,434)
Net Book Value					
At 31 March 2018	29,591	20,046	65,962	672,769	788,368
At 31 March 2017	38,674	26,300	66,375	-	131,349

Although classified as capital expenditure, certain minor equipment purchases are not included in the above as they are not material in overall value.

Fixed Asset Valuation

The freehold and leasehold properties that comprise the council's properties have been valued as at 31st March 2003 by external independent valuers, Messrs at insurance values. Valuations have been made on the basis set out in the Statement of Accounting Policies, except that not all properties were inspected. This was neither practical nor considered by the valuer to be necessary for the purpose of valuation. Plant and machinery that form fixtures to the building are included in the valuation of the building.

Assets Held under Finance Agreements

The council holds no such assets

11 Financing of Capital Expenditure

	2018	2017
	£	£
The following capital expenditure during the year:		
Fixed Assets Purchased	675,809	30,597
	<u>675,809</u>	<u>30,597</u>
was financed by:		
Capital Grants	-	2,489
Loan Proceeds	645,800	-
Revenue:		
Equipment Replacement Reserve	30,009	28,108
Precept and Revenue Income	-	-
	<u>675,809</u>	<u>30,597</u>

Bognor Regis Town Council

Notes to the Accounts

31 March 2018

12 Information on Assets Held

Fixed assets owned by the council include the following:

Vehicles and Equipment

Vans and Trucks – 4
Water Bowser and trailer
Sundry grounds maintenance equipment
Sundry office equipment
Metereological equipment
Floral planters and baskets
High Street Pea Lights

Infrastructure Assets

Street light - 32
Footpath/Esplanade lighting
Allotment and Met. Site fencing
Other street furniture

Community Assets

Millennium Clock
Victorian Bathing Machine
Sun Sculpture
Allotments
Council Regalia

Other Assets

Picturedrome Screen 4

13 Investments

	Investments Other Than Loans
Cost	
At 01 April 2017	£ 447,225
At 31 March 2018	<u>447,225</u>
Net Book Value	
At 31 March 2018	<u>447,225</u>
	<u>447,225</u>
At 01 April 2017	<u>447,225</u>
	<u>447,225</u>

Bognor Regis Town Council

Notes to the Accounts

31 March 2018

14 Current Asset Investments

	2018	2017
	£	£
Co-Op Bank Ltd - 12 mth Deposit	-	180,000
	<u>-</u>	<u>180,000</u>

15 Debtors

	2018	2017
	£	£
Trade Debtors	17,393	30,495
VAT Recoverable	73,657	7,062
Other Debtors	463	1,152
Prepayments	17,391	15,415
Accrued Interest Income	407	1,748
	<u>109,311</u>	<u>55,872</u>

16 Creditors and Accrued Expenses

	2018	2017
	£	£
Trade Creditors	23,045	8,214
Other Creditors	36,889	33,644
Accruals	28,703	16,533
Accrued Interest Payable	17,696	-
Income in Advance	22,831	21,284
Capital Creditors	200,782	-
	<u>329,946</u>	<u>79,675</u>

17 Financial Commitments under Operating Leases

The council had annual commitments under non-cancellable operating leases of equipment as follows:

	2018	2017
	£	£
Obligations expiring within one year	1,996	-
Obligations expiring between two and five years	-	1,750
Obligations expiring after five years	-	-
	<u>1,996</u>	<u>1,750</u>

Bognor Regis Town Council

Notes to the Accounts

31 March 2018

18 Long Term Liabilities

	2018	2017
	£	£
Public Works Loan Board	1,155,950	1,179,626
	<u>1,155,950</u>	<u>1,179,626</u>

The above loans are repayable as follows:

	2018	2017
	£	£
Within one year	75,204	47,711
From one to two years	50,675	49,169
From two to five years	161,558	156,740
From five to ten years	304,295	295,155
Over ten years	566,218	630,851
	<u>1,157,950</u>	<u>1,179,626</u>
Total Loan Commitment	1,157,950	1,179,626
Less: Repayable within one year	(75,204)	(47,711)
	<u>1,082,746</u>	<u>1,131,915</u>
Repayable after one year	1,082,746	1,131,915

19 Deferred Grants

	2018	2017
	£	£
Capital Grants Unapplied		
At 01 April	-	-
Grants received in the year	-	2,489
Applied to finance capital investment	-	(2,489)
At 31 March	<u>-</u>	<u>-</u>
Capital Grants Applied		
At 01 April	35,740	36,424
Grants Applied in the year	-	2,489
Released to offset depreciation	(1,589)	(3,173)
Extinguished and/or transferred	-	-
At 31 March	<u>34,151</u>	<u>35,740</u>
Total Deferred Grants		
At 31 March	<u>34,151</u>	<u>35,740</u>
At 01 April	<u>35,740</u>	<u>36,424</u>

Capital Grants are accounted for on an accruals basis and grants received have been credited to Deferred Grants Account. Amounts are released from the Deferred Grants Account to offset any provision for depreciation charged to revenue accounts in respect of assets that were originally acquired with the assistance of such grants.

Bognor Regis Town Council

Notes to the Accounts

31 March 2018

20 Capital Financing Account

	2018	2017
	£	£
Balance at 01 April	67,729	24,275
Financing capital expenditure in the year		
Additions - using revenue balances	30,009	28,108
Loan repayments	16,828	33,020
Reversal of depreciation	(18,790)	(20,847)
Deferred grants released	1,589	3,173
Balance at 31 March	97,365	67,729

The Capital Financing Account represents revenue and capital resources applied to finance capital expenditure or for the repayment of external loans. It also includes the reversal of depreciation to ensure it does not impact upon the amount to be met from precept. It does not represent a reserve that the council can use to support future expenditure.

21 Financial Instruments Financing Account

	2018	2017
	£	£
Balance at 01 April	84,579	71,301
Financing Investment Purchases in the year		
Loan Repayments (Inv Purchases)	6,848	13,278
Balance at 31 March	91,427	84,579

The Financial Instruments Financing Account represents revenue and capital resources applied to finance the purchase of Available for Sale Investments , less provisions for losses below the original cost of the applicable investment, and the entries necessary to adjust loans made at less than market rates of interest to a Fair Value as reported in the Balance Sheet. It does not represent a reserve that the council can use to support future expenditure.

22 Earmarked Reserves

	Balance at 01/04/2017	Contribution to reserve	Contribution from reserve	Balance at 31/03/2018
	£	£	£	£
Capital Projects Reserves	298,000	-	-	298,000
Asset Renewal Reserves	13,126	43,503	(46,790)	9,839
Other Earmarked Reserves	188,929	39,323	(73,898)	154,354
Total Earmarked Reserves	500,055	82,826	(120,688)	462,193

The Capital Projects Reserves are credited with amounts set aside from revenue to part finance specific and future projects which are part of the council's capital programme.

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.

The Other Earmarked Reserves at 31 March 2018 are set out in detail at Appendix A.

Bognor Regis Town Council

Notes to the Accounts

31 March 2018

23 Capital Commitments

The council had no other capital commitments at 31 March 2018 not otherwise provided for in these accounts.

24 Contingent Liabilities

The council is not aware of any contingent liabilities at the date of these accounts.

25 Reconciliation of Revenue Cash Flow

	2018	2017
	£	£
Net Operating Surplus for the year	106,432	92,637
Add/(Deduct)		
Interest Payable	35,751	37,164
Interest and Investment Income	(5,775)	(6,655)
(Increase) in debtors	(53,439)	(11,621)
Increase/(Decrease) in creditors	31,793	(10,766)
Revenue activities net cash inflow	<u>114,762</u>	<u>100,759</u>

26 Movement in Cash

	2018	2017
	£	£
Balances at 01 April		
Cash with accounting officers	330	330
Cash at bank	<u>1,332,518</u>	<u>1,101,674</u>
	1,332,848	1,102,004
Balances at 31 March		
Cash with accounting officers	330	330
Cash at bank	<u>1,116,297</u>	<u>1,332,518</u>
	1,116,627	1,332,848
Net cash (outflow)/inflow	<u>(216,221)</u>	<u>230,844</u>

Bognor Regis Town Council

Notes to the Accounts

31 March 2018

27 Reconciliation of Net Funds/Debt

	2018	2017
	£	£
(Decrease)/Increase in cash in the year	(216,221)	230,844
Cash outflow from repayment of debt	23,676	46,298
Net cash flow arising from changes in debt	23,676	46,298
Movement in net debt/funds in the year	(192,545)	277,142
Cash at bank and in hand	1,332,848	1,102,004
Total borrowings	(1,179,626)	(1,225,924)
Net funds/(debt) at 01 April	153,222	(123,920)
Cash at bank and in hand	1,116,627	1,332,848
Total borrowings	(1,155,950)	(1,179,626)
Net (debt)/funds at 31 March	(39,323)	153,222

28 Post Balance Sheet Events

There are no significant Post Balance Sheet events since the preparation of these accounts, up to the date of their final adoption (on 4th June 2018), which would have a material impact on the amounts and results reported herein.

Bognor Regis Town Council

Appendices

31 March 2018

Appendix A

Schedule of Other Earmarked Reserves

	<u>Balance at</u> <u>01/04/2017</u> £	<u>Contribution</u> <u>to reserve</u> £	<u>Contribution</u> <u>from reserve</u> £	<u>Balance at</u> <u>31/03/2018</u> £
<u>Capital Projects Reserves</u>				
Economic Development	298,000			298,000
	<u>298,000</u>	0	0	<u>298,000</u>
<u>Asset Replacement Reserves</u>				
Rolling Capital Programme	6,916	43,503	(40,580)	9,839
Rolling Capital Programme - Picturedrome	6,210		(6,210)	0
	<u>13,126</u>	<u>43,503</u>	<u>(46,790)</u>	<u>9,839</u>
<u>Other Earmarked Reserves</u>				
Civic Fund	3,778			3,778
Election Fund	15,747			15,747
Millenium Fund	655			655
Promotions/Publicity	6,039		(10)	6,029
P & R Projects	64,000		(64,000)	0
E & L Projects	3,119		(150)	2,969
Grant Aid	1,360	4,000	(4,000)	1,360
Tourism & Events Support	713	544		1,257
Parking Scheme (Traders Contribution)	12,161			12,161
S East in Bloom	2,400	1,126		3,526
Events Sponsorship	2,522		(600)	1,922
BRTC Funding of SRB Projects	965			965
WSCC SRB Contribution	500			500
Street Scene Enhancement	34,060			34,060
Decking Areas	4,819		(441)	4,378
Bognor Regis Brand	10,730	1,151		11,881
Ward Allocation - Orchard Ward	131	305	(131)	305
Ward Allocation - Marine Ward	0	500		500
Ward Allocation - Hotham Ward	0	304		304
Website	1,201		(363)	838
Councillor Training	100	1,685		1,785
Town Centre Development	769		(769)	0
Heritage Vision Board	13,742			13,742
Our Place	1,566	2,348	(1,234)	2,680
WWI Project	2,865			2,865
Youth Strategy	4,987		(2,200)	2,787
Staff Training		1,948		1,948
Town Crier		1,377		1,377
Loan Repayment not taken		24,035		24,035
	<u>188,929</u>	<u>39,323</u>	<u>(73,898)</u>	<u>154,354</u>
TOTAL EARMARKED RESERVES	<u>500,055</u>	<u>82,826</u>	<u>(120,688)</u>	<u>462,193</u>

Bognor Regis Town Council

31 March 2018

Annual Report Tables

Table. 1 – Budget & Actual Comparison

	Budget £	Actual £
Net Expenditure		
Cultural & Heritage	34,638	43,169
Open Spaces	2,781	2,231
Tourism	10,959	10,714
Environmental Health	30,000	30,000
Community Safety (Crime Reduction)	2,000	2,000
Planning & Development Services (including Markets)	322,819	314,766
Street Lighting	3,766	2,942
Parking Services	21,044	21,148
Other Services to the Public	32,922	12,314
Investment Properties	-	6,782
Net Direct Services Costs	<u>460,929</u>	<u>446,066</u>
Corporate Management	214,234	220,501
Democratic & Civic	<u>39,219</u>	<u>35,558</u>
Net Democratic, Management and Civic Costs	<u>253,453</u>	<u>256,059</u>
Interest & Investment Income	(3,000)	(4,434)
Loan Charges	83,461	35,751
Capital Expenditure	788,100	675,809
Transfers to/(from) other reserves	(763,869)	(37,862)
Surplus to General Reserve	<u>20,800</u>	<u>90,609</u>
Precept on District Council	<u>839,874</u>	<u>839,874</u>

Bognor Regis Town Council

31 March 2018

Annual Report Tables

Table. 2 – Service Income & Expenditure

Notes	2018 £	2018 £	2018 £	2017 £
	Gross Expenditure	Income	Net Expenditure	Net Expenditure
CULTURAL & RELATED SERVICES				
Cultural & Heritage}	49,835	(6,666)	43,169	59,954
Open Spaces	4,254	(2,023)	2,231	1,486
Tourism	10,714	-	10,714	9,874
ENVIRONMENTAL SERVICES				
Environmental Health	30,000	-	30,000	30,000
Community Safety (Crime Reduction)	2,000	-	2,000	2,000
PLANNING & DEVELOPMENT SERVICES				
Economic Development (including markets)	300,443	(34,779)	265,664	239,165
Community Development	49,102	-	49,102	46,306
HIGHWAYS, ROADS & TRANSPORT SERVICES				
Street Lighting	3,530	(588)	2,942	3,499
Parking Services	21,148	-	21,148	22,304
OTHER SERVICES				
Other Services to the Public	31,527	(19,213)	12,314	15,150
Investment Properties	6,782	-	6,782	112
CENTRAL SERVICES				
Corporate Management	250,326	(29,825)	220,501	172,794
Democratic & Civic	21,135	-	21,135	40,518
Civic Expenses	15,810	(1,387)	14,423	11,263
Net Cost of Services	<u>796,606</u>	<u>(94,481)</u>	<u>702,125</u>	<u>654,425</u>

Budget Summary

Year Ended 31st March 2020

	<u>2018/19</u>		<u>2019/20</u>	<u>Budget</u>	
	Projected	Budgeted (Revised)	Proposed	Incr/Decr	
REVENUE EXPENDITURE					
Policy & Resources	644545	628272	689063	60791	
Comm'y Eng't & Env't	91967	89913	94603	4690	
Events, Prom'n & Leisure	64495	59377	87472	28095	
Planning	3650	3628	3750	122	
	<u>804657</u>	<u>781190</u>	<u>874888</u>	<u>93698</u>	
INCOME					
Policy & Resources	34455	33800	28400	-5400	
Comm'y Eng't & Env't	28688	29500	28500	-1000	
Events	7042	0	0	0	
Planning	0	0	0	0	
	<u>70185</u>	<u>63300</u>	<u>56900</u>	<u>-6400</u>	
NET REVENUE EXPENDITURE	<u>734472</u>	<u>717890</u>	<u>817988</u>	<u>100098</u>	
CAPITAL EXPENDITURE (NET)					
Loan Charges	88780	88926	89013	87	
BPCL - Additional Income	-38000	-38000	-51000	-13000	
Capital Funding Provision	70000	70000	60000	-10000	
Policy & Resources	2250	4500	0	-4500	***
Env & Leisure	0	0	0	0	
Planning	0	0	0	0	
	<u>123030</u>	<u>125426</u>	<u>98013</u>	<u>-27413</u>	
TOTAL NET EXPENDITURE	<u>857502</u>	<u>843316</u>	<u>916001</u>	<u>72685</u>	8.62%
Financed as follows					
Reserves at 1st April	290499	242028	311652		Reserves Surplus
Reserves at 31st March	311652	277367	311652	**	107155
Used to Fund Expenditure	-21153	-35339	0		0.00%
					(of Precept)
Precept Required	878655	878655	916001	37346	4.25%
TOTAL TAXATION FUNDING REQUIRED	<u>878655</u>	<u>878655</u>	<u>916001</u>	<u>37346</u>	4.25%
	<u>857502</u>	<u>843316</u>	<u>916001</u>	<u>37346</u>	

ADJUSTED BASIS

		FINAL		
Band D Equivalent	7224	7317	93	1.29%
Precept per Band D Equivalent (£/annum)	£ 121.63	£125.19	£3.56	2.93%
Precept per Band D Equivalent (p/week)	233.26	240.09	£0.0683	2.93%

NOTES

** Recommended <u>minimum</u> reserve equal to 3 months net expenditure	183618	179473	204497
*** TCM Support ceased 2018/19			

Earmarked Reserves	31/03/2018 (Actual)	31/03/2019 (Projected)	31/03/2020 (Available)
Rolling Capital Fund	9839	35853	95853
Rolling Capital Fund for BPCL (Tfrd to BRTC)	0	0	0
Economic Development	298000	298000	298000
Others (Incl unapplied grants)	154354	119108	119608
	<u>462193</u>	<u>452961</u>	<u>513461</u>

Bognor Regis Town Council**(Updated 4/12/2018)****Budget Summary****Year Ended 31st March 2020****Revenue Expenditure**

		<u>2018/19</u>		<u>2019/20</u>	<i>Budget</i>
		Projected	<i>Budgeted</i>	Proposed	<i>Incr/Decr</i>
			<i>(Revised)</i>		
<u>Operating Budgets (Net)</u>					
Administration	101	270482	247936	276599	28663
Civic	102	31746	32183	34193	2010
Mayor's Charity Activities	103	1330	0	0	
Projects and Events	104	206056	205942	217020	11078
Town Force	105	47758	42088	60768	18680
B R Parking Scheme	106	21149	21149	21149	0
Street Scene Enhanc't	110	2031	1974	2334	360
Meteorological	202	9756	9852	10252	400
Seafront & Concessions	203	0	0	0	0
Floral Displays	204	78413	76459	76659	200
Roads & Streetlights	401	3650	3628	3750	122
Allotments	402	5752	5357	5852	495
Planning (General)	403	0	0	0	0
<u>Discretionary Spending</u>					
Grant Aid	107	47202	65000	55000	-10000
P & R Partnership	108	16791	12000	22000	10000
Christmas Activities	207	11157	11157	37657	26500
E & L Projects	208	13554	13454	17944	4490
Events	301-5	37830	33011	33711	700
<u>Revenue Expenditure</u>		804657	781190	874888	93698

Bognor Regis Town Council**(Updated 4/12/2018)****Budget Summary****Year Ended 31st March 2020****Revenue Income**

		<u>2018/19</u>		<u>2019/20</u>	<i>Budget</i>
		Projected	<i>Budgeted</i>	Proposed	<i>Incr/Decr</i>
			<i>(Revised)</i>		
<u>Operating Budgets (Net)</u>					
Administration	101	9300	7000	8500	1500
Civic	102	500	0	500	500
Mayor's Charity Activities	103	1330	0	0	0
Projects and Events	104	125	0	0	0
Town Force	105	16200	18800	16200	-2600
B R Parking Scheme	106	0	0	0	0
Street Scene Enhanc't	110	7000	8000	3200	-4800
Meteorological	202	0	0	0	0
Seafront & Concessions	203	0	0	0	0
Floral Displays	204	26629	27500	26500	-1000
Roads & Streetlights	401	0	0	0	0
Allotments	402	2059	2000	2000	0
Planning (General)	403	0	0	0	0
			0		
<u>Discretionary Spending</u>					
Grant Aid	107	0	0	0	0
P & R Projects	108	0	0	0	0
Christmas Activities	207	0	0	0	0
E & L Projects	208	0	0	0	0
Events	301-5	7042	0	0	0
<u>Revenue Income</u>		<u>70185</u>	<u>63300</u>	<u>56900</u>	<u>-6400</u>

REGISTERED NUMBER: 00097547 (England and Wales)

Report of the Director and
Unaudited Financial Statements for the Year Ended 31 December 2018
for
The Bognor Pier Company Limited

DCK Accounting Solutions Ltd
Unit 1
Uffcott Farm
Wroughton
Wiltshire
SN4 9NB

The Bognor Pier Company Limited

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for the Year Ended 31 December 2018

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The Bognor Pier Company Limited

Company Information

for the Year Ended 31 December 2018

DIRECTOR:

Mrs G Frost

SECRETARY:

Mrs M Beevers

REGISTERED OFFICE:

Bognor Regis Town Council
Town Hall
Clarence Road
Bognor Regis
West Sussex
PO21 1LD

REGISTERED NUMBER:

00097547 (England and Wales)

ACCOUNTANTS:

DCK Accounting Solutions Ltd
Unit 1
Uffcott Farm
Wroughton
Wiltshire
SN4 9NB

The Bognor Pier Company Limited

Report of the Director
for the Year Ended 31 December 2018

The director presents her report with the financial statements of the company for the year ended 31 December 2018.

DIRECTOR

Mrs G Frost held office during the whole of the period from 1 January 2018 to the date of this report.

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

.....
Mrs G Frost - Director

Date:

The Bognor Pier Company Limited

Income Statement
for the Year Ended 31 December 2018

	Notes	31.12.18 £	31.12.17 £
TURNOVER		32,032	36,725
Administrative expenses		39,264	39,073
		<u>(7,232)</u>	<u>(2,348)</u>
Other operating income		7,100	6,983
OPERATING (LOSS)/PROFIT		<u>(132)</u>	<u>4,635</u>
Interest receivable and similar income		3	8
(LOSS)/PROFIT BEFORE TAXATION		<u>(129)</u>	<u>4,643</u>
Tax on (loss)/profit		-	5
(LOSS)/PROFIT FOR THE FINANCIAL YEAR		<u><u>(129)</u></u>	<u><u>4,638</u></u>

The notes form part of these financial statements

The Bognor Pier Company Limited (Registered number: 00097547)

Balance Sheet

31 December 2018

	Notes	31.12.18 £	£	31.12.17 £	£
FIXED ASSETS					
Investment property	3		430,000		430,000
CURRENT ASSETS					
Debtors	4	7,263		10,285	
Prepayments and accrued income		6,566		6,566	
Cash at bank		39,626		32,638	
		<u>53,455</u>		<u>49,489</u>	
CREDITORS					
Amounts falling due within one year	5	50,791		46,696	
NET CURRENT ASSETS			<u>2,664</u>		<u>2,793</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>432,664</u>		<u>432,793</u>
CAPITAL AND RESERVES					
Called up share capital			9,097		9,097
Revaluation reserve	6	411,689		411,689	
Retained earnings			11,878		12,007
SHAREHOLDERS' FUNDS			<u>432,664</u>		<u>432,793</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2018 in accordance with Section 476 of the Companies Act 2006.

The director acknowledges her responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the director on and were signed by:

.....
Mrs G Frost - Director

The notes form part of these financial statements

1. **STATUTORY INFORMATION**

The Bognor Pier Company Limited is a private company, limited by shares, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. **ACCOUNTING POLICIES**

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Turnover

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

Investment property

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in profit or loss.

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

3. **INVESTMENT PROPERTY**

	Total £
FAIR VALUE	
At 1 January 2018 and 31 December 2018	430,000
NET BOOK VALUE	
At 31 December 2018	430,000
At 31 December 2017	430,000

The Bognor Pier Company Limited

Notes to the Financial Statements - continued
for the Year Ended 31 December 2018

4. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.18	31.12.17
	£	£
Trade debtors	5,831	10,125
Other debtors	1,432	160
	<u>7,263</u>	<u>10,285</u>

5. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.18	31.12.17
	£	£
Trade creditors	27,500	25,001
Taxation and social security	3,841	4,277
Other creditors	19,450	17,418
	<u>50,791</u>	<u>46,696</u>

6. **RESERVES**

	Revaluation reserve £
At 1 January 2018 and 31 December 2018	<u>411,689</u>

The Bognor Pier Company Limited

Detailed Profit and Loss Account
for the Year Ended 31 December 2018

	31.12.18		31.12.17	
	£	£	£	£
Turnover				
Rent Received		32,032		36,725
Other income				
Sundry receipts	7,100		6,983	
Deposit account interest	3		8	
	<u> </u>	7,103	<u> </u>	6,991
		<u>39,135</u>		<u>43,716</u>
Expenditure				
Rates and water	31		-	
Insurance	8,096		7,471	
Light and heat	32		-	
General repairs & maintenance	6,788		2,864	
BRTC management fee	18,000		25,000	
Managing agent	2,702		2,124	
Sundry expenses	1		(1)	
Accountancy	1,013		1,013	
Subscriptions	29		29	
Legal and professional fees	2,572		573	
	<u> </u>	39,264	<u> </u>	39,073
NET (LOSS)/PROFIT		<u>(129)</u>		<u>4,643</u>

AGENDA ITEM 6 – TO CONSIDER RESOLUTIONS OF WHICH WRITTEN NOTICE HAS BEEN GIVEN BY FRIDAY 15th MARCH 2019

Proposed by J Cosgrove

This Annual Meeting of Bognor Regis Electors

Thanks, the Town Council for conducting the survey of views concerning the proposed Linear Park and the Sunken Gardens;

Confirms the need for residents in the wider Bognor Regis Urban Area (6 parishes) to have a final say on which Regeneration Scheme goes forward and demands that Arun District Council facilitate this choice, laying out the viable schemes that are extant, with relevant status details;

Failing this, requests the Town Council to further consider this matter to enable residents to make their views known;

Reminds Arun District Council as landowner of the Regis Centre and Hothamton sites that it acts for the public interest, not as a private landowner.

Proposed by J Cosgrove

This Annual Meeting of Bognor Regis Electors

Supports the call for an Independent Inquiry into the neglect of properties owned by Arun District Council and urges the Town Council to do its utmost to secure this. Requests the Town Clerk write to the Secretary of State, James Brokenshire MP, to convey this meeting's position on this matter.

Proposed by J Brooks

This Annual Meeting of Electors

Reminds Arun District Council that regeneration without leisure is simply re-development for profit and insists that regeneration plans for Bognor Regis MUST include the installation of a beach ramp over the stones to access the sands for families and the disabled, AND an indoor space suitable for large visitor attractions, exhibitions and entertainment events, to be funded by contributions from Arun District Council and developers.

REGENERATION QUESTIONNAIRE

At the Town Council Meeting held 11th March 2019, Councillors received the results from the recent Regeneration Survey.

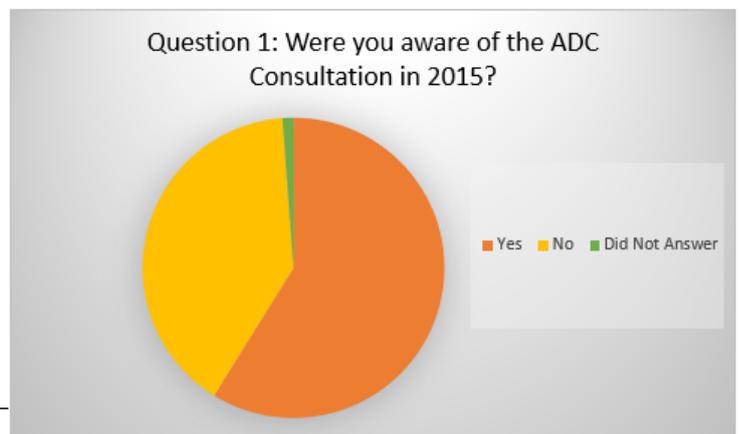
With regard to the responses received, the following should be noted:

- 172 surveys, identifiable as coming from within the Wards of Bognor Regis, were returned.
- The 172 surveys generated responses from 255 people.
- A further 5 surveys were returned but were either from outside the Wards of Bognor Regis or had provided no postcode and therefore could not be identified.
- Results have been rounded to the nearest whole number.
- DNA refers to the number of respondents that did not answer the question.
- Marine Ward incorporates Marine North due to the Ward changes occurring at the forthcoming 2019 elections.

A summary of the data from the responses to Questions 1, 2, 4, 5 & 6 is now provided below. Due to the length of the written comments given in response to Question 3, it has not been possible to provide these to this meeting, but they may be viewed in full by visiting the Town Council's website, using the link provided.

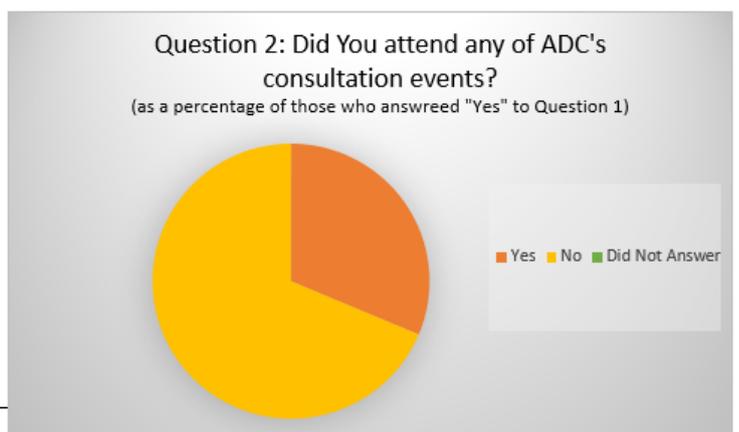
Q1. Are you aware that Arun District Council (ADC) carried out a public consultation exercise in 2015 about regeneration in the Town?

	Yes	No	DNA
Hatherleigh	100%	0%	0%
Marine	65%	32%	3%
Hotham	60%	40%	0%
Pevensay	56%	44%	0%
Orchard	47%	50%	3%
Overall	59%	40%	1%



Q2. If you were aware of the 2015 Consultation, do you recall whether you attended any of the consultations events that were held between March and May 2015?

	Yes	No	DNA
Hatherleigh	0%	100%	0%
Marine	41%	59%	0%
Hotham	36%	64%	0%
Pevensay	22%	78%	0%
Orchard	17%	83%	0%
Overall	31%	69%	

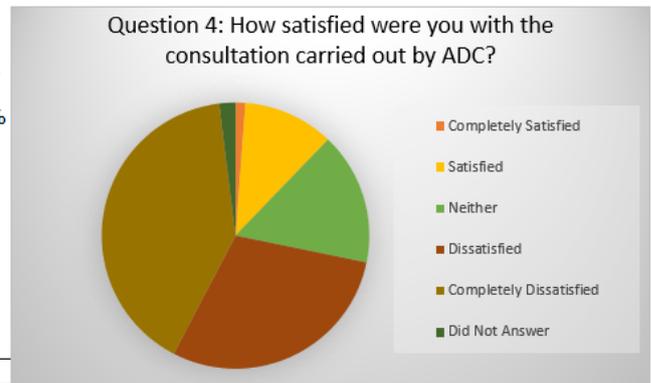


Q3. Available on the Town Council website using the following link (starting on Page 91):

https://www.bognorregis.gov.uk/_UserFiles/Files/_Agendas/46958-Council_Agenda_11.03.2019_V3.pdf

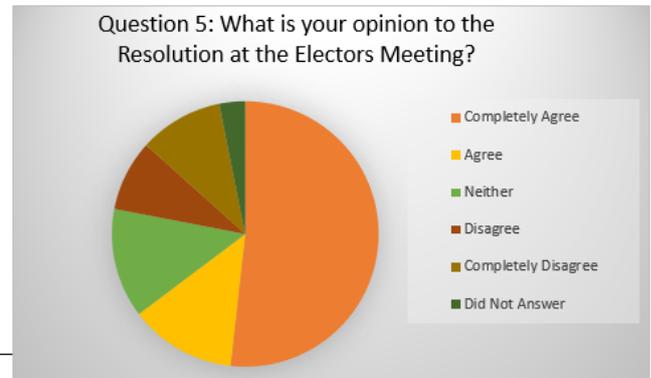
Q4. On a scale of 1 to 5, with 1 being completely Satisfied and 5 being completely Dissatisfied, how satisfied are you with the consultation carried out by Arun District Council regarding regeneration plans for Bognor Regis?

	Completely Satisfied	Satisfied	Neither	Dissatisfied	Completely Dissatisfied	DNA
Hatherleigh	0%	0%	0%	50%	0%	50%
Marine	0%	12%	18%	27%	42%	1%
Hotham	3%	12%	18%	29%	34%	3%
Pevensey	0%	11%	13%	25%	51%	0%
Orchard	3%	8%	16%	42%	29%	3%
Overall	1%	11%	16%	29%	40%	2%



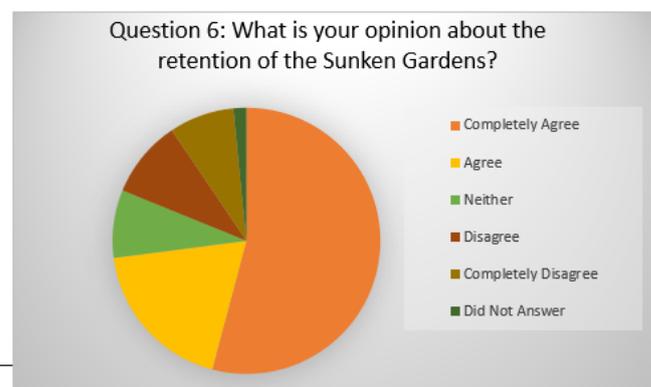
Q5. On a scale of 1 to 5, with 1 being completely Agree and 5 being completely Disagree, what is your opinion of the Resolution made at the Electors Meeting **objecting** to the plans by Arun District Council to construct a Linear Park at Hothamton?

	Completely Agree	Agree	Neither	Disagree	Completely Disagree	DNA
Hatherleigh	0%	100%	0%	0%	0%	0%
Marine	54%	8%	12%	10%	12%	5%
Hotham	48%	14%	17%	11%	8%	3%
Pevensey	53%	17%	14%	8%	8%	0%
Orchard	55%	11%	11%	3%	16%	5%
Overall	52%	13%	13%	9%	10%	3%



Q6. On a scale of 1 to 5, with 1 being completely Agree and 5 being completely Disagree, what is your opinion of the Resolution made at the Electors Meeting **supporting** the retention and improvement of the Sunken Gardens at a lower cost than the Linear Park scheme?

	Completely Agree	Agree	Neither	Disagree	Completely Disagree	DNA
Hatherleigh	0%	100%	0%	0%	0%	0%
Marine	58%	18%	6%	9%	6%	3%
Hotham	49%	23%	9%	11%	5%	3%
Pevensey	56%	13%	13%	10%	10%	0%
Orchard	55%	21%	3%	8%	13%	0%
Overall	54%	19%	8%	9%	8%	2%



BOGNOR REGIS TOWN COUNCIL
TOWN COUNCIL AND COMMITTEE ATTENDANCE SCHEDULE 2018-2019
FROM 20th MARCH 2018 TO 18th MARCH 2019

COUNCILLORS	COUNCIL	P & R	C E & E	P & L	E P & L
Cllr. K. Batley	5/12	---	0/3	0/2	0/9
Cllr. J. Brooks	12/12	3/4	2/2	0/3	7/7
Cllr. J. Cosgrove	11/12	9/10	3/6	5/14	---
Cllr. A. Cunard	8/12	8/10	---	---	4/7
Cllr. Mrs S. Daniells	8/12	3/4	5/6	13/20	8/9
Cllr. P. Dillon	11/12	1/1	4/6	14/20	6/9
Cllr. D. Enticott	7/12	1/5	2/6	2/20	2/9
Cllr. T. Gardiner	10/12	---	---	---	---
Cllr. S. Goodheart	11/12	9/10	6/6	16/20	7/9
Cllr. M. Lineham	2/12	---	---	---	0/2
Cllr S. Reynolds	11/12	7/10	---	2/5	---
Cllr. M. Smith	5/12	1/7	4/6	---	6/9
Cllr. M. Stanley	11/12	7/9	---	3/11	---
Cllr. W. Toovey	3/12	---	---	---	---
Cllr. Mrs J Warr	12/12	10/10	6/6	20/20	8/9
Cllr. P. Woodall	6/12	7/10	0/2	14/20	---