



# **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](mailto:bognortc@bognorregis.gov.uk)

## **MINUTES OF THE ONLINE MEETING OF BOGNOR REGIS TOWN COUNCIL**

**HELD ON MONDAY 15<sup>th</sup> MARCH 2021**

### **PRESENT:**

Town Mayor: Cllr. P. Woodall; Cllrs: J. Barrett, K. Batley (until during Min. 378), J. Brooks, A. Cunard (from Min. 376 and exc. Min. 382 - Min. 385), Mrs. S. Daniells (exc. Min 382 - Min. 385), S. Goodheart, Miss. C. Needs, Ms. A. Sharples, W. Smith, Mrs. S. Staniforth, M. Stanley (exc. Min. 378.2 - 378.7) and Mrs. J. Warr

### **IN ATTENDANCE:**

Mrs. G. Frost (Town Clerk)  
Mrs. S. Norman (Deputy Clerk)  
Mrs. J. Davis (Civic & Office Manager)  
1 member of the public attended via Zoom (at start of meeting)  
13 members of the public viewing via Facebook (at start of meeting)

***The Meeting opened at 6.31pm***

### **375. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE**

The Chairman welcomed everyone to the Online Meeting being held in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020. Members were reminded that the Meeting was being recorded by Bognor Regis Town Council, streamed live on Facebook and may also be recorded or filmed by any member of the public until such point that Members resolve to go into Confidential Business whereby the streaming will be terminated, and public will be temporarily excluded and removed from the meeting, by the Meeting Host, in accordance with the Town Council's Standing Orders.

The Chairman informed Members that this meeting was being held to consider the deferred items from the Meeting held on 8<sup>th</sup> March 2021 which could not be completed due to lack of time.

The Chairman advised that in the event of any loss of internet coverage or power cuts, steps would be taken to recover the connection. However, if connection could not be re-established the meeting would stand adjourned at the point of loss of connection, to be reconvened and continued at a publicised time in the future.

Finally, Members were reminded of the protocol for the Online Meeting, details of which had been circulated to all previously.

Apologies for absence were received from Cllr. H. Jones due to work commitments.

No apologies had been received from Cllrs. A. Cunard or J. Erskine.

### **376. DECLARATIONS OF INTEREST**

#### ***Cllr. Cunard joined the Meeting during this item***

The Chairman addressed each participating Member in alphabetical order to ask if they wished to confirm any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this Agenda.

If a Member were required to temporarily leave the Meeting for any Interest, they would be put on hold by the Meeting Host who would also facilitate their re-joining the Meeting at the appropriate time.

As noted on the Agenda, 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 temporarily leave the meeting for the discussion and vote
- e) if it is a Disclosable Pecuniary Interest, and therefore must temporarily leave the meeting 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.

As per the Agenda, it is each Member's own responsibility to notify the Monitoring Officer of all Disclosable Pecuniary Interests or Ordinary Interests notifiable under the Council's Code of Conduct, not already recorded on their Register of Interests Form, within 28 days.

The Chairman reminded Members to declare their Interests as any arise or again at the relative point in the meeting if they have already.

***Cllr. Batley declared an Ordinary Interest in Agenda item 4 as an ADC Member and stated that he may make a different decision if considering the matter at the District Council at a later date. Cllr. Batley also stated he would not be leaving the Meeting***

***Cllr. Brooks declared an Ordinary Interest in Agenda item 4 both as an event organiser and as an ADC Member, sitting on the Bognor Regis Regeneration Sub-Committee***

***Cllr. Cunard declared an Ordinary Interest in Agenda item 4 as he had submitted proposals to the ADC call for regeneration ideas and a Disclosable Pecuniary Interest in Agenda items 8 and 10, as tenant of the Picturedrome Cinema, and stated that he would not take part in the discussion and would leave the Meeting when Agenda items 8 and 10 were discussed***

***Cllr. Mrs. Daniells declared an Ordinary Interest in Agenda item 4 as an ADC Member, sitting on the Bognor Regis Regeneration Sub-Committee and also a Disclosable Pecuniary Interest in Agenda items 8 and 10, as an employee of the Picturedrome Cinema, and stated that she would not take part in the discussion and would leave the Meeting when Agenda items 8 and 10 were discussed***

***Cllr. Goodheart declared an Ordinary Interest in Agenda item 4 both as an event organiser and as an ADC Member***

***Cllr. Miss. Needs declared an Ordinary Interest in Agenda item 4 as an ADC Member***

***Cllr. Mrs. Staniforth declared an Ordinary Interest in Agenda item 4 as an ADC Member, sitting on the Cabinet, and stated that whilst she would not be leaving the Meeting she would not be taking part in any debate or vote***

***Cllr. Stanley declared an Ordinary Interest in Agenda item 4 as an ADC Member, sitting on the Cabinet and Chairman of the Bognor Regis Regeneration Sub-Committee and stated that he would leave the Meeting for the item***

**377. ARUN DISTRICT ASSOCIATION OF LOCAL COUNCILS UPDATE**

The Town Clerk's report was **NOTED**.

As one of the Town Council's appointed representatives to ADALC, Cllr. Mrs. Daniells gave a brief update to Members on this matter and following a short debate, Members **RATIFIED** the calling of the ADALC EGM on Friday 5<sup>th</sup> March 2021.

**378. REGENERATION INCLUDING:- TO NOTE BRIEFING NOTES FROM THE BOGNOR REGIS REGENERATION BOARD MEETING HELD ON 27<sup>th</sup> JANUARY 2021 (IF AVAILABLE); ADC PLACE ST MAUR CONSULTATION AND CONSIDERATION OF ANY RESPONSE**

**378.1** The Town Clerk's report was **NOTED**, and Members were advised that as the Notes from the Bognor Regis Regeneration Board Meeting held on 27<sup>th</sup> January 2021 had not been received, this matter would now be considered at the next Full Council Meeting.

***Cllr. Batley left the Meeting during the debate on this item and did not return***

***Cllr. Miss. Needs redeclared her Interest and stated that she would listen but would not be commenting***

***Cllr. Stanley redeclared his Interest in this item and left the Meeting during this item***

***Cllr. Mrs. Staniforth redeclared her Interest in this item and that she would not be taking part in any debate or vote***

***Cllr. Mrs. Warr declared her Ordinary Interest in this item as a Member of ADC***

**378.2** Members discussed ADC's Consultation for the redevelopment of Place St Maur and proceeded to vote on the questions contained within the Consultation Questionnaire, to form a collective response.

***Cllr. Smith temporarily left the Meeting whilst the responses to the Questionnaire were being collated and upon his return apologised, stating that he had suffered a power cut***

**378.3** Members discussed the plans at length, with the debate including the following points: -

- \* Concern over focus of retaining one tree;
- \* Play provision could make the area too cluttered and there is a play area on the Promenade;
- \* The Promenade is the "jewel in the crown";
- \* Not enough options were included in the Consultation;
- \* The area should be flexible and not boxed in with permanent fixtures;
- \* ADC should be asked to allow a Member of BRTC to sit on any Working Group as the project moves forward;
- \* Importance of getting the infrastructure correct.

**378.4** Members then noted the list of suggestions received from a group of Members, as circulated via email by the Town Clerk prior to the Meeting as follows: -

1. To maintain a large open space with vehicular access so events such as car boot sales outdoor concerts etc etc could go ahead.
2. The removal of the green mounds with some fresh landscaping ideas providing visitors and residents a great space for picnics and alike.
3. Not too much fresh planting yes, we want the space to look great however any over planting would prove harder to maintain and make the space too enclosed.
4. We agree with the seating in principle as long as it does not make large areas of space accessible for events and alike.
5. The introduction of a Large LED screen to promote events, advertisements news and promotions.
6. A large "Hollywood" style Bognor Regis sign for photographs and selfie opportunities not to mention a promotional tool for the town.
7. We are happy with the water feature idea as long as it is functional easy to maintain and once again not too big that it will encroach on the rest of the Place.
8. That we can ensure future funding to maintain the Place ensuring it does not fall into disrepair or end up like the current state it is in.
9. Introduced a green living roofed corridor following the building line of the Mountbatten Court & the ground floor shop line, with illumination. Create a welcome entrance archway at both ends from the Esplanade & Belmont St- Arcade.
10. The entire paving surface needs to capture the whole atmosphere of a seaside square linking over the pedestrian walkway over the Esplanade onto the promenade which should have the same style & design as the Plaz.

**378.5** In addition, it was proposed and **AGREED** that the following items should be added to the list: -

11. Removable tall flag poles.
12. A seat for a BRTC Councillor around the design team's table would be welcomed.

**378.6** Following further debate, the comments of Members were summarised into the following statement: -

In addition to submitting the responses to the consultation as detailed in the questionnaire, Members did express their desire that any development of the Place St Maur should not restrict the use of the area for future events, activities or affect the flexibility of its use and there was concern that the Consultation and plans as presented may preclude this.

**378.7** At the end of the discussion Members **AGREED** that the following should be submitted to ADC in response to the Place St Maur Consultation :

- i) Collective response to questions in the Consultation booklet;
- ii) Points numbered 1 to 12 as detailed above;
- iii) The statement as noted under Min. 378.6.

***Cllr. Stanley rejoined the Meeting***

**379. TOWN MAYOR'S REPORT AND DUTIES UNDERTAKEN**

The report from the Civic Office, as circulated with the Agenda, was **NOTED**.

**380. REPORTS FROM REPRESENTATIVES TO OTHER ORGANISATIONS**

Members **NOTED** that reports had been received from the following representatives to other organisations, and had been emailed to all Councillors. Members were reminded that should they attend virtual meetings or events on behalf of the Council, the appropriate report should be submitted to the Town Clerk.

**380.1** Cllr. Mrs. Daniells - Twinning Association meeting attended.

**380.2** Cllr. Goodheart - Southdowns Folk Festival (no meetings held); and Heritage Partnership Board (online meeting held).

Another Member referred to the Southdowns Folk Festival and highlighted that works to the Place St Maur should commence after 1<sup>st</sup> October to ensure there is no impact on this event.

**380.3** Cllr. Ms. Sharples - 39 Club are still running activities and are seeking a new Secretary.

**380.4** Cllr. Mrs. Warr - BRSFL have advised that the lights will be served before Easter and will include 3 new displays, completing the replacement programme for the old umbrella stand installations. It is still too early to say if the Illuminations Gala will go ahead but despite no fundraising events being held, they have been able to raise over £1,000 by selling donated goods online.

**380.5** Cllr. Woodall - Stonepillow, Bognor Regis Concert Band and Armed Forces Day; no invites to meetings received as none held.

**381. TO RECEIVE CORRESPONDENCE**

The Committee **NOTED** receipt of correspondence as detailed in the list circulated.

***Cllrs. Cunard and Mrs. Daniells redeclared their Disclosable Pecuniary Interest and left the Meeting***

**382. PICTUREDROME SITE UPDATE**

**382.1 Director's report, any urgent actions taken for ratification**

The Town Clerk's report, including details of any urgent actions taken and the costs of the remedial and redecoration of the tower and ancillary areas was **NOTED** and **RATIFIED**.

The Town Clerk updated Members further that as the scaffolding was struck, additional broken roof tiles had been identified but it was unclear as to whether this had been caused by the scaffolding contractor. However, the repair was essential to ensure the building was watertight and the cost quoted of £500 plus VAT would still result in a total cost below that reported at the November Council Meeting.

**382.2 A.G.M. of Bognor Pier Company Ltd. - To adopt the Accounts year ended 31<sup>st</sup> December 2020 and to note the Director's Report**

Members unanimously **AGREED** to **ADOPT** the accounts for year ending 31<sup>st</sup> December 2020 and furthermore, to **NOTE** the Director's Report.

**382.3 To Note receipt of the £16,000 Management Fee from The Bognor Pier Company Ltd.**

Members **NOTED** receipt of the £16,000 Management Fee received from The Bognor Pier Company Ltd, this being the final payment 2020.

**382.4 Disabled Access Ramp**

Members **NOTED** that an item of a contractual nature relating to this matter would be reported under confidential business.

**383. TO RESOLVE TO MOVE TO CONFIDENTIAL BUSINESS (S.O. 3.d) - (CONTRACTUAL)**

**383.1** The Council **RESOLVED** that in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw, with broadcasting live to Zoom and social media streaming also terminated (S.O. 3.d) - Agenda items 10 & 11 (contractual).

**383.2** A Member asked the Chairman of the Policy and Resources Committee the reason that confidential reports were not printable and who had made this decision. The Member further questioned why each copy was stamped to identify to whom it had been issued and stated that he felt this was entrapment.

The Chairman of the Policy and Resources Committee, Cllr. Stanley stated that these measures had been introduced as this Council clearly had a problem with confidentiality. Unfortunately, there had been several occasions where information had been shared and despite all

Members signing up to the Code of Conduct, this was not being adhered to by some Members.

**384.** Members **RESOLVED** to **APPROVE** an extension to the Meeting of 15 minutes as per S.O. 3(aa).

**385. PICTUREDROME SITE UPDATE - CONFIDENTIAL BUSINESS**

**385.1** The Town Clerk's confidential report, including the proposed monthly budget for 2021 for The Bognor Pier Company Ltd. as circulated was **NOTED**, and actions taken as detailed were **RATIFIED**.

**385.2 Disabled Access Ramp**

The Town Clerk's additional confidential report, as circulated was **NOTED**. Some Members reported that they were aware of an alternative plan for access, to that which had previously been considered by the Town Council.

However, the Town Clerk stated that she was unaware of any such alternative idea being discussed by the Council and that it would be courteous for her as the Proper Officer, and Director of The Bognor Pier Co. Ltd, to be informed of this.

Following further discussion, it was unanimously **AGREED** that the Town Clerk should proceed as per the recommendation in the report and delay any decisions regarding appointments until she can report back to Council on her findings.

The Town Clerk also asked for any information regarding the alternative idea that some Members had referenced, to be sent to her as soon as possible so that this may also be considered when the matter is again brought before Council.

***Cllrs. Cunard and Mrs. Daniells returned to the Meeting***

**386.** Members **RESOLVED** to **APPROVE** a further extension to the Meeting of 15 minutes as per S.O. 3(aa).

**387. TO RATIFY DECISION TAKEN IN RELATION TO A POTENTIAL PROPERTY PURCHASE FOR THE PURPOSE OF COMMERCIAL LETTING WITHIN THE 5 WARDS OF BOGNOR REGIS**

**387.1** Members **RATIFIED** the instruction not to proceed with the previously agreed property purchase.

**387.2** Members **AGREED** that Officers should continue to investigate possible acquisitions for commercial lettings.

***The Meeting closed at 8.48pm***