



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE ONLINE ANNUAL MEETING OF BOGNOR REGIS TOWN COUNCIL

HELD ON TUESDAY 4th MAY 2021

PRESENT:

Cllr. P. Woodall (Town Mayor 2019/2020 and 2020/21); Cllrs: J. Barrett, K. Batley, J. Brooks, A. Cunard (until Min. 31), Mrs. S. Daniells (until Min. 31) J. Erskine, S. Goodheart, H. Jones, Miss. C. Needs, W. Smith, M. Stanley and Mrs. J. Warr

IN ATTENDANCE:

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

The Meeting opened at 6.33pm

1. Before moving to the first Agenda item, the retiring Mayor, Cllr. Woodall 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 (if required) 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.

Members were 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.

A Member thanked the retiring Mayor for his extended service of two years due to the COVID-19 pandemic.

The retiring Mayor made the following speech to Members: -

Thank you to my fellow Councillors who have supported me through this extra year as Mayor of Bognor Regis. I have managed to perform approximately nineteen engagements during this difficult year, but things now seem to be picking up ready for the new Town Mayor to take up the role from me as from tonight.

During my two years as Mayor I have managed to raise £1,684.38 for my chosen charity which was 'Serv Sussex' who transport medical supplies from hospitals to other hospitals or even to patients in their own homes.

It has been a great honour to serve as your Mayor, but now it is time to hang up my chain and pack away my waistcoats and move on.

The retiring Mayor also displayed his gift from the Town Council and thanked Members for it.

2. ELECTION OF TOWN MAYOR FOR 2021/2022

The Town Clerk's report was **NOTED**, including the reference to S.O.5(j) and the convention that the Deputy Town Mayor in any year shall, unless he or she resigns, becomes disqualified or is not re-elected as a Councillor, be put forward by Council as Town Mayor for the following year. The Deputy Town Mayor for the last 12 months had been Cllr. Goodheart and therefore in accordance with the Standing Orders he was duly put forward as Town Mayor for the forthcoming year.

A second nomination of Cllr. Smith as Town Mayor was proposed and seconded.

A signed ballot was proposed and seconded. However, a recorded vote was also requested which took precedent over the signed ballot (S.O. 3v).

The results of the recorded vote were as follows:

Cllr. Goodheart for Town Mayor

Cllr. Barrett
Cllr. Brooks
Cllr. Cunard
Cllr. Mrs. Daniells
Cllr. Goodheart
Cllr. Jones
Cllr. Miss. Needs
Cllr. Mrs. Warr

Cllr. Smith for Town Mayor

Cllr. Batley
Cllr. Woodall

Abstention

Cllr. Erskine
Cllr. Smith
Cllr. Stanley

It was therefore **RESOLVED** that Cllr. Goodheart be elected Town Mayor for 2021/2022.

3. THE TOWN MAYOR WILL MAKE THE STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE

The Town Clerk's report was **NOTED**, and Members **RESOLVED** that whilst the new Town Mayor would make his Declaration of Acceptance of Office verbally to the Meeting, the signing of the original document should take place as soon as possible in the Town Hall in the presence of the Town Clerk.

The Town Mayor made the following Declaration: -

I, Cllr. Steve Goodheart, having been elected to the Office of Town Mayor of Bognor Regis Town Council, declare that I take that Office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgment and ability.

Cllr. Goodheart, as the newly elected Town Mayor, took the Chair for the Meeting

4. ELECTION OF DEPUTY TOWN MAYOR FOR 2021/2022

The Town Clerk's report was **NOTED**, including the reference to the decision taken at the previous Meeting that Cllr. Barrett be nominated as Deputy Mayor for the forthcoming year.

There being no other nominations, it was unanimously **RESOLVED** that Cllr. Barrett be elected Town Mayor for 2021/2022.

5. THE DEPUTY TOWN MAYOR WILL MAKE THE NON-STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE

The Town Clerk's report was **NOTED**, and Members were advised that whilst the new Deputy Town Mayor would make his non-statutory Declaration of Acceptance of Office verbally to the Meeting, the signing of the original document should take place as soon as possible in the Town Hall in the presence of the Town Clerk.

The Deputy Town Mayor made the following Declaration: -

I, Cllr. John Barrett, having been elected to the Office of Deputy Town Mayor of Bognor Regis Town Council, declare that I take that Office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgment and ability.

6. **ACCEPTANCE SPEECH AND WELCOME BY NEWLY ELECTED TOWN MAYOR**

The new Town Mayor thanked his predecessor Cllr. Woodall for all his support over the previous two years whilst in his role of Deputy Mayor.

Thanks, were also extended to all the Members of the Council who have all worked towards a better Bognor Regis together with the Town Council staff who have worked tirelessly during the challenging times of the pandemic.

The Mayor expressed his eagerness for public engagements where no mask was required and supporting local businesses when invited. The Mayor informed the Meeting that, when COVID restrictions allow, he and his consort, Mrs. Goodheart, intended to hold a garden party for all Members and staff.

7. **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllrs. Ms. A. Sharples who was on annual leave and Mrs. S. Staniforth who was unwell.

8. **DECLARATIONS OF INTEREST**

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. Cunard declared a Disclosable Pecuniary Interest in Agenda item 27 as tenant of the Picturedrome Cinema, and stated that he would not take part in the discussion and would leave the Meeting when Agenda item 27 was discussed

Cllr. Mrs. Daniells declared a Disclosable Pecuniary Interest in Agenda item 27 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 item 27 was discussed

Cllr. Goodheart declared the following Ordinary Interests; Agenda item 22 regarding regeneration, Rox Charity as Chairman, 39 Club as a Trustee, Community Gardeners as Chairman and finally as a Member of Arun District Council, which he would raise again as and when required

Cllr. Stanley declared an Ordinary Interest in Agenda item 22 as the interim Deputy Chair of Bognor Regis Regeneration Board

9. **TO REVIEW THE COUNCIL'S TERMS OF REFERENCE AND ANY DELEGATION ARRANGEMENT TO COMMITTEES AND SUB-COMMITTEES**

The Town Clerk's report, including the Appended Council Terms of Reference, was **NOTED**.

A Member suggested that, especially as the Council emerges from the COVID pandemic, all the processes and procedures of the Town Council should be reviewed and proceeded to highlight a detailed list of areas he wished to see considered.

With reference to the issue of Members only being able to speak once during a debate, a Member stated that this rule had actually been part of the Standing Orders for many, many years and was not something that had been introduced due to COVID as had been suggested. This opinion was confirmed by the Town Clerk.

Another Member queried whether many of the points that had been raised in the first instance were actually applicable to Town and Parish Councils and asked the Town Clerk to confirm the situation.

The Town Clerk confirmed that principal authorities such as Arun District Council were governed by different legislation to the Town Council and therefore it was not appropriate or possible to compare the processes and procedures of the Councils. However, the Town Clerk did confirm that it had been agreed to hold a further COVID Task & Finish Group when a clearer vision of the future is known, as the country emerges from the pandemic and therefore any items referred to that relate to the impact of COVID-19 on the Town Council's activities and services may be raised at that point.

Members **RESOLVED** to **ADOPT** the Council's Terms of Reference, unchanged from the previous version for the 2021/2022 Municipal Year.

10. APPOINTMENT TO COMMITTEES

The Town Clerk's report, including the proposed Committee Membership, was **NOTED**.

Members were reminded that in accordance with Standing Orders, the Council may appoint Members to serve on each Committee provided that the total number of places on Committees fairly and as accurately as possible reflects the political composition of the Council {S.O. 4(d)(x)} (The quorum of a Committee or Sub-Committee shall not be less than 3 Members). Furthermore, a Committee may arrange for the discharge of its functions by a Sub-Committee - LGA 1972 - S.101. (2).

The Council noted that due to the unknown result of the forthcoming Pevensey Ward By-Election on 6th May, it had been necessary to calculate the political composition based on the current Membership of 15 Councillors but that the matter would need to be revisited at the next Council Meeting in July to take into account the results of the By-Election.

The Town Clerk reminded Members that the Town Mayor and Deputy Town Mayor would be Ex-officio to the Policy and Resources Committee only.

Cllr. Batley advised that whilst happy to be appointed to the Community Engagement and Environment Committee, owing to his work commitments, he would like this to be reviewed at the next meeting in July.

10.1 The Council **RESOLVED** to appoint Members to Committees as detailed in **Appendix 1**.

10.2 Cllr. Stanley was proposed and seconded as Chairman of the Policy and Resources Committee. It was **RESOLVED** to appoint Cllr. Stanley as Chairman of the Policy and Resources Committee.

Cllr. Erskine was proposed and seconded as Vice-Chairman of the Policy and Resources Committee. It was **RESOLVED** to appoint Cllr. Erskine as Vice-Chairman of the Policy and Resources Committee.

- 10.3** Cllr. Smith was proposed and seconded as Chairman of the Community Engagement and Environment Committee. It was **RESOLVED** to appoint Cllr. Smith as Chairman of the Community Engagement and Environment Committee.

Cllr. Ms. Sharples was proposed and seconded as Vice-Chairman of the Community Engagement and Environment Committee. It was **RESOLVED** to appoint Cllr. Ms. Sharples as Vice-Chairman of the Community Engagement and Environment Committee.

- 10.4** Cllr. Mrs. Warr was proposed and seconded as Chairman of the Planning and Licensing Committee. It was **RESOLVED** to appoint Cllr. Mrs. Warr as Chairman of the Planning and Licensing Committee.

Cllr. Barrett was proposed and seconded as Vice-Chairman of the Planning and Licensing Committee. It was **RESOLVED** to appoint Cllr. Barrett as Vice-Chairman of the Planning and Licensing Committee.

- 10.5** Cllr. Batley was proposed and seconded as Chairman of the Events, Promotion and Leisure Committee.

Cllr. Brooks was also proposed and seconded as Chairman of the Events, Promotion and Leisure Committee.

Following a vote, it was **RESOLVED** to appoint Cllr. Batley as Chairman of the Events, Promotion and Leisure Committee.

Cllr. Mrs. Warr, as stated in the report, was proposed and seconded as Vice-Chairman of the Events, Promotion and Leisure Committee.

Cllr. Brooks was also proposed and seconded as Vice-Chairman of the Events, Promotion and Leisure Committee.

Cllr. Mrs. Warr informed the meeting that she would be happy to step aside for Cllr. Brooks to take the position.

It was **RESOLVED** to appoint Cllr. Brooks as Vice-Chairman of the Events, Promotion and Leisure Committee.

- 10.6** Membership of the Allotments Sub-Committee would comprise all Events, Promotion and Leisure Committee Members (Chairman to be appointed at the first meeting of the Sub-Committee). Membership of the Bognor Regis in Bloom Working Group would be considered by the Community Engagement and Environment Committee.

11. TO APPOINT REPRESENTATIVES TO OTHER 'OUTSIDE' BODIES

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

11.1 A nomination of Cllr. Batley was proposed and seconded as representative to Bognor Regis Seafront Lights. It was **RESOLVED** that Cllr. Batley be appointed as the representative to Bognor Regis Seafront Lights.

11.2 Members **RESOLVED** the following appointments to the identified Grant Aid 2021 recipients: -

Arun Arts Ltd: Cllr. Mrs. Warr

Southdowns Folk Festival: Cllr. Mrs. Daniells

Bognor Shopmobility: Cllr. Woodall

Making Theatre Gaining Skills: Cllr. Mrs. Daniells.

11.3 Cllr. Stanley stated that he wished to step down from the Bognor Regis Heritage Partnership Board.

11.4 Members **RESOLVED** the list of Councillor Representatives to the 'Outside' Bodies for the 2021/22 Municipal Year as amended and attached as **Appendix 2**.

11.5 In answer to a query, the Clerk confirmed that any remaining vacancies could be appointed at the next and future Town Council Meetings.

12. TO CONFIRM BANK SIGNATORIES

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

12.1 A Member queried whether there had been any developments regarding a move to online banking.

Cllr. Stanley declared an Ordinary Interest due to the nature of his employment but stated that the business he worked for did not offer commercial banking facilities

The Town Clerk informed the meeting that investigations were ongoing, with the involvement of the Town Council's Accountant, as not all banking service providers could accommodate the Town Council's requirements. However, it was hoped that a meeting could be arranged shortly with potential banks and the Accountant.

12.2 Members unanimously **RESOLVED** that:

- All Councillors would continue to be bank signatories, unless individual written notice expressing a wish not to be a signatory had been received previously by the Town Clerk;

- The signatories for the Town Mayor's Charity account will be amended to reflect the newly elected Town Mayor and Deputy Town Mayor as signatories for their year in office (subject to their agreement at being signatories);
- That the Resolutions as detailed in the report will continue to apply for all Town Council accounts.

13. TO NOTE THE CALENDAR OF MEETINGS FOR 2021/2022

The Town Clerk's report, including the Calendar of Meetings for 2021/22 as Appended, was **NOTED**.

13.1 Members **AGREED** that Planning and Licensing Committee Meetings should continue to start at 4pm for 2021/2022.

13.2 Whilst noting that the scheduled meetings until the end of June (and implementation of the Government's Stage 4 COVID-19 Roadmap) may be affected due to the withdrawal of the ability to hold remote meetings, Members **NOTED** the Calendar of Meetings for 2021/22.

14. TO APPROVE THE MINUTES OF THE ONLINE MEETINGS OF BOGNOR REGIS TOWN COUNCIL HELD ON 8th AND 15th MARCH 2021

The Minutes of the Online Meetings of Bognor Regis Town Council held on 8th and 15th March 2021 were **APPROVED** by the Council as a correct record and were signed by the Chairman.

15. WRITTEN QUESTIONS FROM COUNCILLORS

There were no written questions from Councillors.

16. ADJOURNMENT FOR PUBLIC QUESTIONS AND STATEMENTS SUBMITTED IN ACCORDANCE WITH THE REQUIREMENTS

There were no questions from the public.

17. TO CONSIDER ANY WRITTEN DISPENSATION REQUESTS RECEIVED FROM TOWN COUNCILLORS

There were no written dispensation requests received from Town Councillors.

18. TO RECEIVE AND CONSIDER REPORTS, MINUTES AND RECOMMENDATIONS OF COMMITTEES (OTHER THAN ANY SPECIFIC ITEMS ON THIS AGENDA)

19. Policy and Resources Committee Online Meeting of 29th March 2021

The Chairman of that meeting of the Committee, Cllr. Stanley, reported and it was noted that there were no recommendations.

- 19.1 A Member asked if he could have sight of the invoice that related to the additional costs for the extension to the Parking Disc Scheme over Christmas 2020 (Min. 224.7 refers). Cllr. Stanley stated that he would take this matter up.

20. **Community Engagement and Environment Committee Online Meeting of 12th April 2021**

The Chairman of that meeting of the Committee, Cllr. Smith, reported and it was noted that there were no recommendations.

21. **Planning and Licensing Committee Online Meetings of 16th March, 6th and 27th April 2021**

The Chairman of these meetings of the Committee, Cllr. Goodheart, reported and it was noted that there were no recommendations.

22. **Events, Promotion and Leisure Committee Online Meeting of the 23rd March 2021**

The Chairman of that meeting of the Committee, Cllr. Batley, reported and it was noted that there were no recommendations.

- 22.1 Whilst noting that the Committee had decided against carrying out a review of the website, a Member requested copies of the Google Analytics data.

- 22.2 A Member asked the Chairman of the Committee to confirm the theme for the Book Day and was advised that whilst he did not have that information to hand, he would confirm in an email.

23. **TO FORMALLY RECEIVE THE MINUTES, REPORTS AND RECOMMENDATIONS OF THE COMMITTEES, AND REFER ANY SUGGESTED AMENDMENTS DECIDED UPON DURING THE MEETING BACK TO THE RELEVANT COMMITTEE, AND RATIFY ANY COMMITTEE ACTIONS AS MAY BE NECESSARY**

The Council **RESOLVED** to 'formally receive the reports, Minutes and recommendations of the Committee, and refer any suggested amendments decided upon at this meeting back to the relevant Committee'.

24. **TO NOTE THE LIST OF PAYMENTS AND TRANSFERS MADE IN FEBRUARY AND MARCH 2021 AND TO NOTE THE BALANCES, BANK RECONCILIATIONS AND FINANCIAL REPORTS AND OUTTURN AND APPROVAL OF THE CONTENTS AND THEIR PUBLICATION (APRIL NOT YET AVAILABLE)**

The Council **RESOLVED** 'to note the payments and transfers made in February and March 2021 and to note the balances, bank reconciliations and financial reports and outturn and approval of the contents and their publication'.

25. REMOTE MEETINGS & DELEGATED DECISIONS UPDATE

The Town Clerk referred Members to the email she had circulated to all the previous week advising that the recent Court action which aimed to ensure the continued ability to hold remote meetings had failed.

It was therefore **NOTED** that as of Friday 7th May, the Town Council would be unable to hold any statutory meetings remotely. This would concern meetings of the Council, Committees and Sub-Committees.

However, Members were informed that Topic Teams, Working Groups and meetings of other activities that the Town Council is involved in such as the Bognor Regis Heritage Partnership Board are non-statutory and could, therefore, continue to be held remotely. This would be a matter for the various groups to consider and agree how they wished to meet in the future.

As for statutory meetings of the Town Council, the Clerk stated that she was awaiting advice and updates from two sources: -

NALC are expected to issue guidance shortly about how in-person meetings may be held safely, including admittance of the public as required. This will follow NALC's letter to Luke Hall MP requesting urgent clarification of basic issues relating to the reinstatement of remote meetings where they conflict with the current COVID regulations.

For Bognor Regis Town Council there is also the issue of access to the Town Hall and the Chamber. All communications received from ADC stated that the building would not be re-opening until 21st June at the earliest, which would be an issue for the Town Council holding in-person meetings. A further update from the District Council was awaited about how this recent judgement may affect their plans.

It was noted that an alternative to the Chamber may be to hire another venue in the Town to hold any meetings before the end of next month, but any meetings would have to be held in accordance with the COVID regulations in place.

With regard to forthcoming meetings of the Town Council, it was noted that forward planning had resulted in both this meeting and an Events, Promotion and Leisure Committee Meeting being brought forward so that they could be held remotely.

Therefore, there remain the following Committee meetings scheduled to take place before the end of June: -

- Planning and Licensing Committee (every 3 weeks)
- Policy and Resources Committee and Special Council on 7th June
- Community Engagement and Environment Committee on 14th June

As Members of the Planning and Licensing Committee already knew, the Town Clerk has delegated authority to deal with planning applications so the inability to hold an in-person meeting is easily overcome.

Furthermore, in the case of an emergency or for decisions that have a set deadline for decision outside of the Town Council's control, decisions can be delegated to the Town Clerk in liaison with the two Ex-officio positions, the Chairman of Policy and Resources Committee and the Town Mayor.

Members were therefore informed that the only decision anticipated as being urgent would be the signing off of the annual accounts which was due to take place at the Special Council and Policy and Resources Committee Meetings on 7th June.

While advice from NALC was awaited it was noted that the Annual Return had to be signed at a meeting before 30th June and there was, therefore, doubt that this could legally be carried out under any delegated approval.

As mentioned earlier in the meeting, ADC and other District and Borough Councils have their own methods for making decisions but again it was noted that those principal authorities are governed by different legislation to Town and Parish Councils and therefore the advice from NALC would be vital.

Finally, the Town Clerk informed the meeting that when the advice from NALC was received, together with the update from ADC, consideration would be given to finding an alternative venue for the June Policy and Resources Committee and Special Council Meetings, where social distancing requirements still in place at that time may be adhered to, or whether to move the meetings to the very end of the month if the Chamber was to be opened on the 21st June.

Members expressed their disappointment at the cessation of remote meetings and the benefits and advantages were highlighted. Members also asked for consideration to be given to ways in which in-person meetings could continue to be broadcast and for the matter to be placed on a future Agenda for the Policy and Resources Committee.

26. REGENERATION INCLUDING:- TO NOTE BRIEFING NOTES FROM THE BOGNOR REGIS REGENERATION BOARD MEETING HELD ON 27th JANUARY 2021 (IF AVAILABLE)

Cllr. Cunard declared an Ordinary Interest in this item as he had submitted proposals to ADC

The Town Clerk's report, including circulation of the link for the Minutes of Bognor Regis Regeneration Board Meeting held on 27th January 2021 was **NOTED**.

27. OUTGOING TOWN MAYOR'S REPORT AND DUTIES UNDERTAKEN

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

28. TOWN CRIER'S REPORT AND DUTIES UNDERTAKEN

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

29. REPORTS FROM REPRESENTATIVES TO OTHER ORGANISATIONS

Members **NOTED** that no reports had been received from representatives to other organisations prior to the Meeting. 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.

29.1 Cllr. Woodall apologised for not submitting a report but stated that he had not been invited or attended any meetings.

29.2 Cllr. Batley - Bognor & Bersted United Charities - stated that whilst he had not attended any meetings as they had been cancelled, there had been good communication, and decisions made about funding, via email.

30. 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

31. PICTUREDROME SITE UPDATE

31.1 Director's report, any urgent actions taken for ratification

The Town Clerk's report, including details of any urgent actions taken was **NOTED** and **RATIFIED**.

31.1.1 The issue of the ramp was raised and a possible meeting with the Group Operations Manager at the cinema. The Town Clerk informed Members that as had been previously advised to them contact had been made

with the Group Operations Manager but he had requested that the meeting be delayed until after the cinema was due to open in May. Contact will therefore be made in June to follow up on this matter.

31.1.2 Cllr. Miss. Needs informed the meeting that the access to the cinema had been her focus since she had joined the Council and asked to be included in any future meeting.

31.2 The Bognor Pier Company Ltd. Bank - To Confirm Signatories
Members unanimously **RESOLVED** that the bank signatories to The Bognor Pier Company Ltd. accounts are the Company Director plus any two signatories from the Town Council accounts with the exception of any Councillors having a Disclosable Pecuniary Interest in the Picturedrome Cinema.

The Meeting closed at 8.22pm

TOWN COUNCIL COMMITTEES

POLICY AND RESOURCES COMMITTEE

Mayor (Ex Officio)	Steve Goodheart (Ind Grp)
Deputy Mayor (Ex Officio)	John Barrett (LD)
(Liberal Democrat)	John Erskine
(Liberal Democrat)	Henry Jones
(Liberal Democrat)	Matt Stanley
(Liberal Democrat)	Jeanette Warr
(Independent Group)	Adam Cunard
(A N Others)	Wayne Smith
(A N Others)	Phil Woodall

Chairman: Cllr. Stanley
Vice Chairman: Cllr. Erskine

COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE

(Liberal Democrat)	John Barrett
(Liberal Democrat)	Kenton Batley
(Liberal Democrat)	Henry Jones
(Liberal Democrat)	Claire Needs
(Liberal Democrat)	Jeanette Warr
(Independent Group)	Jim Brooks
(Independent Group)	Adam Cunard
(A N Others)	Alison Sharples
(A N Others)	Wayne Smith

Chairman: Cllr. Smith
Vice Chairman: Cllr. Ms. Sharples

PLANNING AND LICENSING COMMITTEE

(Liberal Democrat)	John Barrett
(Liberal Democrat)	John Erskine
(Liberal Democrat)	Jeanette Warr
(Liberal Democrat)	Vacancy
(Liberal Democrat)	Vacancy
(Independent Group)	Adam Cunard
(Independent Group)	Sandra Daniells
(A N Others)	Alison Sharples
(A N Others)	Phil Woodall

Chairman: Cllr. Mrs. Warr
Vice Chairman: Cllr. Barrett

EVENTS, PROMOTION AND LEISURE COMMITTEE

(Liberal Democrat)	Kenton Batley
(Liberal Democrat)	John Erskine
(Liberal Democrat)	Samantha Staniforth
(Liberal Democrat)	Matt Stanley
(Liberal Democrat)	Jeanette Warr
(Independent Group)	Jim Brooks
(Independent Group)	Sandra Daniells
(A N Others)	Wayne Smith
(A N Others)	Phil Woodall

Chairman: Cllr. Batley
Vice Chairman: Cllr. Brooks

Sub-Committees and Working Parties

BOGNOR REGIS IN BLOOM WORKING GROUP

Membership to be agreed by the Community Engagement and Environment Committee.

ALLOTMENTS SUB-COMMITTEE

Current Membership: All current Events, Promotion and Leisure Committee Members

**TOWN COUNCIL REPRESENTATIVES TO EXISTING
'OUTSIDE BODIES' 2021**

Arun Partnership Advisory Board Early Help	Representative	Cllr. S. Goodheart
Armed Forces Day Committee	Representative	Cllr. P. Woodall
Arun District Association Local Councils (ADALC)	Representative Representative	Cllr. Mrs. S. Daniells Cllr. S. Goodheart
Bognor & Bersted United Charities	Ex officio Trustee, whilst a Town Council Member until the end of present administration	Cllr. K. Batley
Bognor Regis BID Board	Officer	
Bognor Regis Concert Band	Mayor as President	Town Mayor
Bognor Regis Heritage Partnership	Representative Representative Representative Representative	Cllr. Mrs. S. Daniells Cllr. S. Goodheart Cllr. W. Smith Vacant
	Reserve Reserve Reserve Reserve	Cllr. A. Cunard Cllr. Ms. A. Sharples Vacant Vacant
Bognor Regis Regeneration Board	Representative Reserve Officer	Cllr. J. Erskine Cllr. Mrs. J. Warr
Bognor Regis Seafront Lights	Representative	Cllr. K. Batley
Bognor Regis Twinning Association	Representative	Cllr. Mrs. S. Daniells
BRTC/ADC Liaison Meetings	Representative Representative Representatives Representative Representative	Mayor Group Leaders Chairman of P&R Chairman of CE&E Chairman of EP&L
Chamber of Commerce	Representative Reserve	Cllr. Mrs. S. Daniells Cllr. J. Brooks
Grant Aid Recipients of £5K or over: -		
- Arun Arts Ltd	Representative	Cllr Mrs. J. Warr
- Southdowns Folk Festival	Representative	Cllr Mrs. S. Daniells
- Bognor Shopmobility	Representative	Cllr P. Woodall
- Making Theatre Gaining Skills	Representative	Cllr Mrs. S. Daniells
Joint Action Group	Officer	

Joint Western Arun Area Committee (JWAAC)	Representative Reserve	Cllr. S. Goodheart Cllr. J. Brooks
(JWAAC) Highways & Transport Sub-Group	Representative Reserve	Cllr. S. Goodheart Cllr. J. Brooks
Parish Liaison Meetings	Representative Representative Reserve Reserve	Cllr. S. Goodheart Cllr. Ms. A. Sharples Cllr. J. Brooks Cllr. Mrs. S. Daniells
Stonepillow (Christian Care Association)	Patron	Town Mayor
The 39 Club	Representative	Cllr. Ms. A. Sharples
West Sussex ALC Ltd	Representative Representative	Cllr. Mrs. S. Daniells Cllr. S. Goodheart