



# BOGNOR REGIS TOWN COUNCIL

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

**HELD ON MONDAY 9<sup>th</sup> MAY 2022**

### **PRESENT:**

Cllr. S. Goodheart (Town Mayor 2021/2022); Cllrs: J. Barrett, K. Batley, J. Brooks, A. Cunard (until Min. 20.4), Mrs. S. Daniells (until Min. 30), J. Erskine, H. Jones, Miss. C. Needs, S. Reynolds (until Min. 30), W. Smith, Mrs. S. Staniforth, M. Stanley, Mrs. J. Warr, B. Waterhouse and P. Woodall

### **IN ATTENDANCE:**

Mrs. G. Frost (Town Clerk)  
Mrs. J. Davis (Assistant Clerk)  
Mrs. R. Vervecken (Civic & Office Manager)  
Mayor's Cadet AC Amy Wales (part of meeting)  
Mr. G. Edgington MBE (Bognor Regis Sea Cadets) (part of meeting)  
Cllr. K. Greenway (WSCC) (part of meeting)  
1 member of the public (part of meeting)

### ***The Meeting opened at 6.32pm***

1. Before moving to the first Agenda item, the Town Clerk read the Council's opening statement. Particular attention was drawn to the evacuation procedure in the event of the fire alarm sounding and the Council's Standing Orders relating to public question time.

The retiring Mayor, Cllr. Goodheart, gave a brief summary of his year in office, which he had very much enjoyed, thanking Members and staff for their support during his year as Mayor.

### **2. ELECTION OF TOWN MAYOR FOR 2022/2023**

The Town Clerk's report was **NOTED**, including the reference to Standing Order 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. Barrett and therefore in accordance with the Standing Orders he was duly put forward as Town Mayor for the forthcoming year.

There being no other nominations, it was unanimously **RESOLVED** that Cllr. Barrett be elected Town Mayor for 2022/2023.

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

A presentation on behalf of the Council was made by the Mayor to the retiring Mayor, Cllr. Goodheart, and he was thanked for his hard work during his mayoral year.

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

The Town Mayor made the following Statutory Declaration of Acceptance of Office: -

*I, Cllr. John Barrett, 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.*

4. **ELECTION OF DEPUTY TOWN MAYOR FOR 2022/2023**

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

There being no other nominations, it was unanimously **RESOLVED** that Cllr. Stanley be elected Deputy Town Mayor for 2022/2023.

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

The Deputy Town Mayor made the following Non-Statutory Declaration of Acceptance of Office: -

*I, Cllr. Matt Stanley, 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 Town Mayor made the customary speech of acceptance and was honoured that Members had elected him as Town Mayor for 2022/2023. Cllr. Barrett spoke of his enjoyment as serving as Deputy Mayor over the past year and his eagerness to get started in the role as Town Mayor. The Mayoress for the year will be Ms. Carole Brett.

7. **APOLOGIES FOR ABSENCE**

There were none.

## 8. **DECLARATIONS OF INTEREST**

Members and Officers are invited to make any declarations of Disclosable Pecuniary, Other Registrable and/or Ordinary Interests that they may have in relation to items on this agenda and are reminded that they should redeclare their Interest before consideration of the item or as soon as the Interest becomes apparent and if not previously included on their Register of Interests to notify the Monitoring Officer within 28 days.

Members and Officers should make their declaration by stating:

- a) the item they have the Interest in
- b) whether it is a Disclosable Pecuniary, Other Registrable or Ordinary Interest
- c) the nature of the Interest
- d) if it is an Ordinary Interest whether they intend to leave the meeting for the discussion and vote
- e) if it is a Disclosable Pecuniary or Other Registrable Interest, and therefore must leave the room for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question Time.

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

As per the Agenda, it is each Member's own responsibility to notify the Monitoring Officer of all Disclosable Pecuniary, Other Registrable 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 26, as leaseholder of the Picturedrome Cinema***

***Cllr. Mrs. Daniells declared a Disclosable Pecuniary Interest in Agenda item 26, as an employee of the Picturedrome Cinema***

***Cllr. Goodheart declared an Ordinary Interest in any discussion relating to Youth Centres in the Town, specifically as a Trustee to Bognor Regis Youth and Community Centre. Cllr. Goodheart also declared an Ordinary Interest in any item relating to Rox Music & Arts Charity***

***Cllr. Reynolds declared a Disclosable Pecuniary Interest in Agenda item 26, as an employee of the Picturedrome Cinema***

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 queried what changes had been made, now that Covid regulations have changed and asked for a review of the Terms of Reference. The Town Clerk clarified that Covid changes related to the Town Council's Standing Orders, not the Terms of Reference, and that any amendments to Standing Orders needed to be brought to the Policy and Resources Committee, for consideration.

Members therefore unanimously **RESOLVED** to **ADOPT** the Town Council's Terms of Reference, unchanged from the previous version, for the Municipal Year 2022/23.

10. It was **RESOLVED** to vary the order of business to allow the additional Agenda item, to be discussed at this point of the meeting - S.O. 10(a)(vi).

11. **TO NOTE CLLRS. CUNARD AND MRS. DANIELLS DECISION TO LEAVE THE INDEPENDENTS GROUP AND SIT AS INDEPENDENTS ALIGNED TO THE CONSERVATIVE GROUP**

The Town Clerk's report was **NOTED** along with the Committee allocation of seats thereafter, as reflected in the report for the following Agenda item, circulated to Members prior to the meeting.

12. **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 any number of 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 Full 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 Town Clerk reminded Members that the Town Mayor and Deputy Town Mayor would be Ex-officio to the Policy and Resources Committee only.

A Councillor queried why the new Mayor was standing for Committees, other than as Ex-officio of the Policy and Resources Committee. The Town Clerk stated that it is recommended that the Mayor did not stand for Committee's during their Mayoral year due to their usually heavy workload

with duties. However, this was not indicated by law, and was therefore a personal choice of the Mayor.

**12.1** The Council **RESOLVED** to appoint Members to Committees as detailed in **Appendix 1** with one amendment, whereby Cllr. Jones would be taking the seat of Cllr. Stanley on the Events, Promotion and Leisure Committee.

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

**12.3** 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.

Nominations for Cllr. Mrs. Staniforth and Cllr. Brooks were proposed and seconded as Vice-Chairman of the Community Engagement and Environment Committee.

Following a vote, it was **RESOLVED** to appoint Cllr. Brooks as Vice-Chairman of the Community Engagement and Environment Committee.

**12.4** Cllr. Mrs. Warr was proposed and seconded as Chairman of the Planning and Licensing Committee. Cllr. Mrs. Daniells was also proposed as Chairman of the Planning and Licensing Committee, but she declined to be considered.

It was therefore **RESOLVED** to appoint Cllr. Mrs. Warr as Chairman of the Planning and Licensing Committee.

**12.5** Cllr. Goodheart was nominated to fill the current Independents vacancy on the Planning and Licensing Committee and, there being no other nominations, Members present **AGREED** Cllr. Goodheart should therefore be appointed to the Planning and Licensing Committee for the 2022/23 Municipal Year.

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

**12.6** Nominations for Cllr. Brooks and Cllr. Batley were 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.

Nominations for Cllr. Brooks and Cllr. Woodall were proposed and seconded as Vice-Chairman of the Events, Promotion and Leisure Committee.

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

- 12.7** 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.

**13. TO APPOINT REPRESENTATIVES TO OTHER 'OUTSIDE' BODIES**

The Town Clerk's report, including the list of previously appointed Town Council Representatives to 'Outside' Bodies as Appended, was **NOTED**. It was further **NOTED** that some organisations had been removed from the list as a representative was not required for this year or they no longer existed.

***Cllrs. Reynolds and Smith left the Meeting***

A Member expressed disappointment that there was only an Officer Representative appointed to the Bognor Regis BID Board and the Bognor Regis BID Town Centre Task Force Delivery Group. A further Member concurred, agreeing it would be useful to have a Councillor Representative, to ensure Councillors were kept up to date with the BID's work in the Town. The Town Clerk stated that the inclusion of Representatives was at the discretion of these Outside Bodies but that she would make tentative enquiries and report back to Members as to whether a Councillor Representative is required.

***Cllrs. Reynolds and Smith returned to the Meeting***

- 13.1** Cllr. Goodheart requested that his appointment as a Reserve on the Bognor Regis BID Town Centre Task Force Strategy Group be considered. The Town Clerk advised that there is not a Reserve position to be appointed but that she would approach the Group to enquire whether they would be agreeable to this. Members **AGREED** that, subject to agreement from the Bognor Regis BID Town Centre Task Force Strategy Group, Cllr. Goodheart be appointed as Reserve Representative.
- 13.2** Cllr. Goodheart requested that his appointment as a second Reserve on the Bognor Regis Regeneration Board be considered. The Town Clerk advised that she would need to approach the Board to ask whether they would agree to a second Reserve Representative. Members **AGREED** that, subject to agreement from the Bognor Regis Regeneration Board, Cllr. Goodheart be appointed as the second Reserve Representative.

- 13.3** Cllr. Goodheart requested that his appointment as a Reserve for Bognor Regis Seafront Lights be considered. The Town Clerk advised that there is not a Reserve position to be appointed but that she would approach the organisation to enquire whether they would be agreeable to this.
- 13.4** Cllr. Goodheart expressed an interest in being appointed as a Reserve for the Bognor Regis Twinning Association. The current Representative, Cllr. Mrs. Daniells, informed Members that she didn't feel the Twinning Association required a Reserve Representative, for variety of reasons. Cllr. Goodheart therefore withdrew his interest.
- 13.5** Following Cllr. Stanley's announcement that he was no longer able to continue as Representative to the Sussex Police Focus Group, Cllr. Mrs. Staniforth and Cllr. Woodall both expressed an interest in the vacant position. However, Cllr. Mrs. Staniforth withdrew her interest and Members **RESOLVED** that Cllr. Woodall be appointed as Representative for the Sussex Police Focus Group.

***Cllr. Smith left the Meeting***

- 13.6** Members **RESOLVED** the following appointments to the identified Grant Aid 2022 recipients: -

Bognor Regis Carnival Association: Cllr. Miss. Needs  
Rox Music and Art: Cllr. Woodall

***Cllr. Smith returned to the Meeting***

- 13.7** Members **RESOLVED** the list of Councillor Representatives to the 'Outside' Bodies for the 2022/23 Municipal Year, as amended and attached as **Appendix 2**.

The Town Clerk reminded Members that as **AGREED** at the Council Meeting held on 7<sup>th</sup> March 2022, all organisations will be written to, to ascertain whether they still require a Town Council Representative. However, this would not apply to Grant Aid recipients who have been awarded over £5,000 as this is a condition of their award.

**14. TO CONFIRM BANK SIGNATORIES**

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

A Member queried whether there was any update investigating whether the Town Council could use online BACS payments, moving forward. The Town Clerk advised that the Town Council's current Financial Regulations do not allow the Town Council to make payments via BACS, although payments into the account can be made in this way.

It was **AGREED** the Town Clerk would liaise with the Town Council's Accountant on whether changes could now be implemented and report back to Members in due course.

**14.1** 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.

**15. TO NOTE THE CALENDAR OF MEETINGS FOR 2022/2023**

The Town Clerk's report, including the Calendar of Meetings for 2022/23 as Appended, was **NOTED**.

Following a suggestion from a Member, that meetings start at the later time of 7pm, there was a brief discussion about the pros and cons of this. Ultimately, it was felt that there was no need to change the start time of meetings from 6.30pm.

**16. TO APPROVE THE MINUTES OF THE MEETING OF BOGNOR REGIS TOWN COUNCIL HELD ON 7<sup>th</sup> MARCH 2022 AND THE EXTRAORDINARY MEETING HELD ON 8<sup>th</sup> MARCH 2022**

The Minutes of the Meeting of Bognor Regis Town Council held on 7<sup>th</sup> March 2022 and the Extraordinary Meeting held on 8<sup>th</sup> March 2022 were **APPROVED** by the Council as a correct record and were signed by the Chairman.

**17. WRITTEN QUESTIONS FROM COUNCILLORS**

There were no written questions from Councillors.

**18. ADJOURNMENT FOR PUBLIC QUESTIONS AND STATEMENTS**

*The Chairman adjourned the Meeting at 7.36pm*

A member of the public asked what events the Town Council have planned for the Queen's Platinum Jubilee. A Councillor informed the member of the public that the Town Council organised Beacon Lighting event, including the Proclamation written by Bognor Regis Town Crier, Mrs. Jane Smith, to be read around the UK and Commonwealth, will be taking place on Thursday 2<sup>nd</sup> June 2022, featuring a firework display and various other performances. The Town Council have also given substantial funding to the



Bognor Regis Carnival Association for the Carnival taking place on Saturday 4<sup>th</sup> June, which will be themed around the Jubilee, with funding also provided by the Town Council for the Carnival's Jubilee Street Party on Sunday 5<sup>th</sup> June.

***Cllr. Brooks declared an Interest as a supplier to these events***

A Councillor queried what the £5,000 budget for a one-off event to celebrate the Queen's Platinum Jubilee, as agreed by the Events, Promotion and Leisure Committee, had been spent on. The Town Clerk confirmed this will be checked by Officers and a detailed report on the spend will be brought to the next Events, Promotion and Leisure Committee Meeting. It was further confirmed that an update of the events planned for the Jubilee will also be given at that time.

***Cllr. Smith left the Meeting***

West Sussex County Councillor, Cllr. Keir Greenway offered his congratulations to the new Town Mayor and Deputy Mayor. He then provided Members with an update on the Phoenix Centre, which currently has two bidders interested in purchasing the building. The Application deadline date has been extended to the end of May, with the hope that the bidders may wish to combine to submit a joint bid, with a decision due to be made in June 2022. Cllr. Greenway confirmed his recent attendance at a joint meeting, with Sussex Police, MP's and local businesses who continue with quarterly meetings to discuss the Town Centre and support for businesses. He also informed those present of a recent speed webinar he had been involved in with Sussex Police, using a new speed monitoring device, and expressed his delight in the news of the £431,000 Public Realm improvements scheme funding from WSCC.

***Cllr. Smith returned to the Meeting***

***Cllr. Woodall declared an Ordinary Interest in discussions relating to the Bognor Regis Carnival Association***

***The Chairman reconvened the Meeting at 7.49pm***

**19. TO CONSIDER ANY WRITTEN DISPENSATION REQUESTS RECEIVED FROM TOWN COUNCILLORS**

There were no written dispensation requests received from Town Councillors.

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

**21. Policy and Resources Committee Meeting of 28<sup>th</sup> March and the Extraordinary Meetings of 5<sup>th</sup> and 25<sup>th</sup> April 2022**

21.1 The Chairman of the Committee, Cllr. Waterhouse reported. There were no recommendations to Council.

21.2 **Min. 138.2 - 28<sup>th</sup> March 2022 - Promotions Training**

A Member stated that they felt it was as important for Members of the Events, Promotion and Leisure Committee to receive Promotions training, in the same way that Members of the Planning and Licensing Committee might receive appropriate training, for example. Cllr. Waterhouse invited the Member to provide details of suggested courses and prices, which could then be brought to a future meeting of the Policy and Resources Committee for consideration.

22. **Community Engagement and Environment Committee Meeting of 11<sup>th</sup> April and the Extraordinary Meeting of 19<sup>th</sup> April 2022**

The Chairman of the Committee, Cllr. Smith reported. There were no recommendations to Council.

23. **Planning and Licensing Committee Meetings of 15<sup>th</sup> March, 5<sup>th</sup> and 26<sup>th</sup> April 2022**

The Chairman of the Committee, Cllr. Mrs. Warr reported. There were no recommendations to Council.

24. **Events, Promotion and Leisure Committee Meeting of 21<sup>st</sup> March 2022**

24.1 The Chairman for that meeting of the Committee, Cllr. Brooks reported and it was noted that there were no recommendations to Council.

24.2 Numerous Members raised concern and frustration at ADC's current events process, acknowledging that getting formal approvals from ADC was taking far too long, and making it very difficult to promote events with sufficient notice. Cllr. Brooks, who is also a District Councillor, confirmed that this has been reported through the ranks at ADC, with many District Councillors agreeing the process needs reconsidering.

***Cllrs. Cunard, Reynolds and Smith left the Meeting***

24.3 **Min. 77.1 - Update on proposals for Events Programme 2022**

The issue of a £50 'administration' fee being applied by ADC to each event application was also raised by Members. The Assistant Clerk, through the Chair, reminded Members that at the Events, Promotion and Leisure Meeting of 21<sup>st</sup> March 2022, it had been **AGREED** a letter to be sent to ADC, to complain about the fee.

***Cllr. Smith returned to the Meeting***

**24.4 Min. 77.3 - Celebrations and Commemorations to Mark The Queen's Platinum Jubilee - 2<sup>nd</sup> - 5<sup>th</sup> June 2022**

A Member asked for an update in relation to the progress of implementing the Platinum Jubilee Story QR based Trail through Bognor Regis. The Town Clerk advised that she would liaise with the Events Officer and a report would be made back to Members at the next meeting of the Events, Promotion and Leisure Committee.

**25. 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**

*Cllr. Reynolds returned to the Meeting*

The Council unanimously **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'.

**26. TO NOTE THE LIST OF PAYMENTS AND TRANSFERS MADE IN FEBRUARY AND MARCH 2022 AND TO NOTE THE BALANCES, BANK RECONCILIATIONS AND FINANCIAL REPORTS (APRIL NOT YET AVAILABLE) AND OUTTURN AND APPROVAL OF THE CONTENTS AND THEIR PUBLICATION**

*Cllr. Mrs. Warr left the Meeting*

The Council unanimously **RESOLVED** 'to note the payments and transfers made in February and March 2022 and to note the balances, bank reconciliations and financial reports (April not yet available) and outturn and approval of the contents and their publication'.

*Cllr. Mrs. Warr returned to the Meeting*

**27. TO CONSIDER THE CONTINUATION OF LIVE STREAMING OF MEETINGS AND AGREE NEXT STEPS**

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

Much discussion was held regarding this item with the majority of Councillors seeing merit in continuing with live streaming, which allows members of the public to become more involved and engaged with Town Council Meetings. The Town Clerk reminded Members that members of the public could only ask questions during public question time when attending meetings in-person. The only exception to this is during Community Open Forums when questions may be taken from members of the public viewing the meeting on Facebook.

A Member raised the issue of negative comments, and often personal attacks on Councillors, by some members of the public that viewed live streamed meetings. Concern was expressed as to how this behaviour might discourage potentially new Town Councillors standing for election in May 2023.

Whilst Councillors present appreciated the comments made, it was felt on the whole that, with Cllr. Brooks confirming, he was able to provide microphones and assist in their set-up for every Committee meeting, in the short-term this was a good option.

Members **AGREED** to continue with the live streaming of Council Meetings, and for Officers to carry out research into the provision of adequate equipment with a report brought back at a future meeting. It was further **AGREED** that meetings continue to be streamed live using a laptop and microphones supplied by Cllr. Brooks in the interim period.

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

29. **REGENERATION INCLUDING: TO NOTE THE PUBLICATION OF THE MINUTES OF THE BOGNOR REGIS REGENERATION BOARD MEETING HELD ON 27<sup>th</sup> APRIL 2022 (IF AVAILABLE)**

The Minutes from the last meeting on 27<sup>th</sup> April 2022 had not yet been released. However, as soon as these become available a link to the Bognor Regis Regeneration Board website will be circulated to Members and it will be noted at the next meeting.

30. **TO NOTE OUTGOING TOWN MAYOR'S REPORT AND DUTIES UNDERTAKEN**

The report on the outgoing Town Mayor's activities was **NOTED**.

Cllr. Goodheart took this opportunity to thank Members and Officers for their support during his year in office. Cllr. Goodheart spoke of the amazing opportunities he'd had to raise funds for his Mayoral charities and reminded Members of the Rox Music and Arts Charity events, running through the summer. Cllr. Goodheart also mentioned the Bognor Regis Youth and Community Centre, who are holding an Open Day on 25<sup>th</sup> June 2022, to raise funds and the Youth Group's profile, asking Councillors to show their support by attending, if possible. He also discussed his joy at the progress made with the Bognor Regis Fisherman's Association and their national acclaim this year.

Members were magnanimous in their thanks to Cllr. Goodheart, for his efforts throughout his Mayoral year.

**31. TOWN CRIER'S REPORT AND DUTIES UNDERTAKEN**

The report on the Town Crier's activities was **NOTED**.

**32. 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.

**32.1 Cllr. Mrs. Daniells** - Arun District Association Local Councils (ADALC); Bognor Regis Heritage & Arts Partnership Board; Bognor Regis Twinning Association; Bognor Regis Chamber of Commerce & Industry; Southdowns Folk Festival; Making Theatre Gaining Skills; West Sussex ALC Ltd

**32.2 Cllr. Woodall** - Bognor Shopmobility

**33. TO RECEIVE CORRESPONDENCE**

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

*Cllr. Mrs. Daniells and Cllr. Reynolds redeclared their Disclosable Pecuniary Interest and left the Meeting*

**34. PICTUREDROME SITE UPDATE INCLUDING: DIRECTOR'S REPORT, ANY URGENT ACTIONS TAKEN FOR RATIFICATION; TO CONFIRM BANK SIGNATORIES AS 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; TO NOTE RECEIPT OF £9,000 MANAGEMENT FEE FROM THE BOGNOR PIER COMPANY LTD. (FIRST QUARTER PAYMENT 2022)**

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

The previously circulated Director's report was **NOTED**, with the actions taken, and expenditure **RATIFIED**.

**34.1.1** A few Councillors mentioned the current state of the exterior of the Picturedrome, following complaints made directly to them by nearby residents, who were concerned at the amount of time the current works are taking and the perceived lack of improvement to the outside of the building. The Town Clerk reminded Members of the verbal report given at the Town Council Meeting of 7<sup>th</sup> March 2022 (Min. 192.1 refers), at which problems with gaining certain materials had been mentioned. The Town Clerk will raise Councillors' concerns with the Tenant and email Members with any further update.

**34.1.2** A Member also raised concerns with the outdated information still being displayed on the rotating sign at the top of the Picturedrome building, which he had supplied and the need for this equipment to be serviced if it were to continue to be used. The Town Councillor will raise this issue directly with the Tenant.

**34.2 To confirm bank signatories as 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**

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.

**34.3 To note receipt of £9,000 Management fee from The Bognor Pier Company Ltd. (first quarter payment for 2022)**

Receipt of the £9,000 Management fee from The Bognor Pier Company Ltd. (first quarter payment for 2022) was **NOTED**.

***The Meeting closed at 8.45pm***

## TOWN COUNCIL COMMITTEES

### **POLICY AND RESOURCES COMMITTEE**

Mayor (Ex Officio)	John Barrett (LD)
Deputy Mayor (Ex Officio)	Matt Stanley (LD)
	Adam Cunard (I aligned C)
	Sandra Daniells (I aligned C)
Vice Chairman	John Erskine (LD)
	Steve Goodheart (Ind Grp)
	Wayne Smith (BRIG)
	Jeanette Warr (LD)
Chairman	Bob Waterhouse (LD)

### **COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE**

	John Barrett (LD)
Vice Chairman	Jim Brooks (Ind Grp)
	Sandra Daniells (I aligned C)
	Henry Jones (LD)
	Claire Needs (LD)
Chairman	Wayne Smith (BRIG)
	Samantha Staniforth (C)
	Matt Stanley (LD)
	Jeanette Warr (LD)

### **PLANNING AND LICENSING COMMITTEE**

	John Barrett (LD)
	Adam Cunard (I aligned C)
	Sandra Daniells (I aligned C)
	John Erskine (LD)
Vice Chairman	Steve Goodheart (Ind Grp)
	Matt Stanley (LD)
Chairman	Jeanette Warr (LD)
	Bob Waterhouse (LD)
	Phil Woodall (BRIG)

### **EVENTS, PROMOTION AND LEISURE COMMITTEE**

Chairman	Kenton Batley (LD)
	Jim Brooks (Ind Grp)
	Sandra Daniells (I aligned C)
	John Erskine (LD)
	Henry Jones (LD)
	Stephen Reynolds (C)
	Jeanette Warr (LD)
	Bob Waterhouse (LD)
Vice Chairman	Phil Woodall (BRIG)

## **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 'OUTSIDE BODIES' 2022/23**

Arun Partnership Advisory Board Early Help	Representative	Cllr. S. Goodheart
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 BID Town Centre Task Force Strategy Group	Representative Senior Officer	Cllr. M. Stanley
Bognor Regis BID Town Centre Task Force Delivery Group	Officer	
Bognor Regis Concert Band	Mayor as President	Town Mayor
Bognor Regis Heritage & Arts Partnership Board	Representative Representative Representative Representative	Cllr. J. Brooks Cllr. Mrs. S. Daniells Cllr. S. Goodheart Cllr. W. Smith
	Reserve Reserve Reserve Reserve	Cllr. A. Cunard Vacant 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: -		
- Southdowns Music Festival	Representative	Cllr. Mrs. S. Daniells
- Bognor Shopmobility	Representative	Cllr. P. Woodall
- Jubilee Street Party on the Prom	Representative	Cllr. Mrs. S. Daniells
- Bognor Regis Carnival Association	Representative	Cllr. Miss. C. Needs
- ROX Music and Art	Representative	Cllr. P. Woodall
Joint Action Group	Officer	
Stonepillow (Christian Care Association)	Patron	Town Mayor
Sussex Police Focus Group	Representative Officer	Cllr. P. Woodall

The 39 Club

Representative

Cllr. S. Reynolds

West Sussex ALC Ltd

Representative

Cllr. Mrs. S. Daniells

Representative

Cllr. S. Goodheart