



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE MEETING OF THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE HELD ON MONDAY 30th JUNE 2021

PRESENT:

Cllr. W. Smith (Chairman); Cllrs. J. Barrett,
J. Brooks and Mrs. J. Warr

IN ATTENDANCE:

Mrs. S. Hodgson (Projects Officer)
Mrs. J. Davis (recording the Meeting)
0 members of the public

The Meeting opened at 10.30am

1. TO NOTE THE APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN AS AGREED AT THE ANNUAL TOWN MEETING ON THE 4th MAY 2021

Members **NOTED** the appointment of Cllr. Smith as Chairman and Cllr. Ms. Sharples as Vice-Chairman as agreed at the Annual Town Council Meeting held on the 4th May 2021.

2. CHAIRMAN'S ANNOUNCEMENT AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone present and read the Council's opening statement.

Apologies had been received from Cllr. Miss. Needs due to Covid Restrictions, Cllr. Ms. Sharples due to family commitments and Cllrs. Batley and Cunard due to work commitments.

No apologies had been received from Cllr. Jones.

3. 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.

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

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.

There were no Declarations of Interest at this time

4. TO RATIFY THE DECISIONS OF THE ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE MEETING HELD ON THE 12th APRIL 2021 AND TO APPROVE THE MINUTES

Members unanimously **AGREED** to **RATIFY** the decisions of the Online Community Engagement and Environment Committee Meeting held on the 12th April 2021.

Members were asked if there were any objections to the Minutes of the last Online Committee Meeting, held on the 12th April 2021. There being no objections, the Committee **APPROVED** the Minutes of the Online Meeting held on 12th April 2021 as an accurate record of the proceedings and the Chairman duly signed them.

5. APPOINTMENT OF SUB-COMMITTEES, WORKING GROUPS AND TOPIC TEAMS: BOGNOR REGIS IN BLOOM WORKING GROUP INCLUDING CONSIDERATION OF RECOMMENDATIONS TO COUNCIL OF CO-OPTIONS FOR RATIFICATION, BEACH & SEA ACCESS TOPIC TEAM, YOUTH PROVISION STEERING GROUP, CLIMATE EMERGENCY FOCUS GROUP

The Projects Officer's report was **NOTED**.

- 5.1** Members unanimously **AGREED** to the appointment of the Bognor Regis In Bloom Working Group including, Cllrs. Goodheart, Mrs. Warr and Woodall, together with the **RECOMMENDATION** to **COUNCIL** of the co-opted members; Mrs. M. Huntingdon, Mr. B. Jackson, Mrs. J. Jackson, Mrs. P. Keane, Mrs. G. Edom, Mr. R. Earl, Mr. E. Fane and a representative from the Arun District Council Parks and Greenspace department.

5.2 Members unanimously **AGREED** to appoint the Beach & Sea Access Topic Team together with the **RECOMMENDATION** to **COUNCIL** to the appointment of Cllrs. Barrett, Brooks and Mrs. J. Warr to sit on the Topic Team.

5.3 Members unanimously **AGREED** to appoint the Youth Provision Steering Group together with the **RECOMMENDATION** to **COUNCIL** to appoint the Chairman of the Community Engagement and Environment Committee, Cllr. Smith, to sit on the Steering Group.

5.4 Members unanimously **AGREED** to appoint the Climate Emergency Focus Group together with the **RECOMMENDATION** to **COUNCIL** to appoint Cllrs. Barrett, Brooks and Mrs. J. Warr to sit on the Focus Group.

6. TO CONSIDER TERMS OF REFERENCE FOR THE FOLLOWING COMMITTEES, WORKING GROUPS AND TOPIC TEAMS INCLUDING UPDATES AND AMENDMENTS IF REQUIRED

The Projects Officer's report, including the related Appendices were **NOTED**.

6.1 Community Engagement And Environment Committee

Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the Terms of Reference for the Community Engagement and Environment Committee with no amendments.

6.2 Bognor Regis In Bloom Working Group

Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the Terms of Reference for the Bognor Regis In Bloom Working Group including the recommendation to amend the number of Authority Members from six to three.

6.3 Beach & Sea Access Topic Team

Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the Terms of Reference for the Beach & Sea Access Topic Team with no amendments.

6.4 Youth Provision Steering Group

Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the new Terms of Reference for the Youth Provision Steering Group as detailed in the Officers recommendations in the accompanying report.

6.5 Climate Emergency Focus Group

Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the Terms of Reference for the Climate Emergency Focus Group with no amendments.

7. ADJOURNMENT FOR PUBLIC QUESTIONS AND STATEMENTS

There were no Public Questions or Statements.

8. CLERK'S REPORT

There were no updates to report.

9. TO RECEIVE THE NOTES FROM THE ONLINE COMMUNITY OPEN FORUM MEETING HELD ON THE 26th MAY 2021 INCLUDING: CONSIDERATION OF ANY ITEMS FOR A FUTURE AGENDA; ARRANGEMENTS FOR THE NEXT MEETING

The Projects Officer's report, including the Notes for the Online Climate Change Topic Team Meeting held on the 26th May 2021 which recorded that there were no questions or statements from members of the public, was **NOTED**.

Members unanimously **AGREED** for Officers to make arrangements for the next online Community Open Forum Meeting, noting that the next meeting would be a daytime meeting.

10. WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET INCLUDING: RATIFICATION OF ANY SPEND AND THE UTILISATION OF ANY REMAINING FUNDS

The Projects Officer's report confirming that there had been no expenditure since the last meeting requiring ratification, together with the accompanying Appendix were **NOTED**.

A Member asked when the cut-off date for utilisation of funds for this year's allocation was. Members were advised that the 2021/22 allocation was from April 2021-March 2022. However, Members were reminded that it had previously been agreed by the Policy and Resources Committee that any unspent allocation could be carried forward to the next financial year.

11. FLEXIBLE COMMUNITY FUND INCLUDING: TO NOTE AND DETERMINE ANY APPLICATIONS, TO RECEIVE FEEDBACK FROM PREVIOUS FUNDING APPLICATIONS

The Projects Officer's report, including feedback from previous recipients of the Flexible Community Fund - Makerspace, Bognor Regis Yacht Club, St Mary's Catholic School and the Bognor Regis Youth Football Club together with the accompanying Appendix were **NOTED**.

Members unanimously **AGREED** to support the application from the Bognor Regis Sailing Club for £500 to go towards essential updates to the changing room and toilets.

Members unanimously **AGREED** to support the application from the Bognor Regis Town Youth Football Club for £960 to allow for six managers to take their FA Level 1 qualification to improve their knowledge in coaching children and young adults.

Cllr. Brooks declared an Ordinary Interest during this item due to his company being a supplier of services to Bognor Regis FC

12. TO RECEIVE THE NOTES FROM THE ONLINE CLIMATE EMERGENCY FOCUS GROUP MEETING HELD ON THE 20th MAY 2021 AND CONSIDERATION OF ANY RECOMMENDATIONS

The Projects Officer's report, including the Notes of the Online Meeting of the Climate Emergency Focus Group held on the 20th May 2021, was **NOTED**.

Members unanimously **AGREED** to the recommendations from the Climate Emergency Focus Groups as follows:

- To support ParkVision
- To make a **RECOMMENDATION** to the Bognor Regis In Bloom Working Group to seek to increase their Environmental Projects Budget to support Parkvision
- That future meetings of the Climate Emergency Focus Group be live streamed with a period of time to take questions and comments from Facebook/members of public
- For alternate meetings to be held in an open forum style
- To hold more meetings

13. TO RECEIVE THE NOTES FROM THE ONLINE BEACH & SEA ACCESS TOPIC TEAM HELD ON THE 12th MAY 2021 AND CONSIDERATION OF ANY RECOMMENDATIONS

The Projects Officer's report, including the Notes of the Online Meeting of the Beach & Sea Access Topic Team, was **NOTED**.

Members unanimously **AGREED** to the recommendation from the Beach & Sea Access Topic Team to send a letter to the ADC Chief Executive in response to his letter dated 17th January 2020, to clarify the current ADC position including the points outlined in the accompanying report.

Following discussion on the second recommendation from the Beach & Sea Access Topic Team, Members further unanimously **AGREED** an amendment to the recommendation as follows:

For this Committee to **RECOMMEND** to **COUNCIL**, to formally commit in principle to supporting a built ramp for Bognor Regs, subject to a review should any new ideas or proposals come forward and if BRTC will offer any financial support to the project either capital, revenue or operational.

14. BOGNOR REGIS IN BLOOM WORKING GROUP - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE NON-QUORATE ONLINE MEETING HELD ON THE 17th MAY 2021

The Projects Officer's report, including the notes of the non-quorate Online Meeting of the Bognor Regis In Bloom Working Group held on 17th May 2021, was **NOTED**.

It was noted that the first two decisions as detailed in the report had already been dealt with under Agenda item 5 (Min. 5.1 above refers).

Members unanimously **AGREED** to **RATIFY** the expenditure of £2,480 plus VAT from the Passenger Benefit Fund.

15. TO RATIFY ARRANGEMENTS FOR PLAYRANGERS PLAY DAYS EVENT FOR AUGUST 2021

Members unanimously **AGREED** to **RATIFY** the arrangements for the Playrangers Play Days event for August 2021 at a total cost of £3,900.

16. FURTHER DISCUSSIONS ON THE "SEASIDE GARDENS" - MIN. 158.1 REFERS

The Projects Officer's report, including an update on the previous consideration of this matter by the Policy and Resources Committee in 2019, was **NOTED**.

A Member felt that whilst he was appreciative of wilder planting and respectful of climate change, he felt that areas labelled "Gardens" should reflect the more traditional seaside look and include bedding plants with displays of colour and formal presentation. Another Member supported these comments.

Following discussion Members unanimously **AGREED** for a further approach to be made to ADC to ask them to consider that, whilst keeping water saving and sustainable plants, areas marked "gardens" should include colour and more formal bedding. Members further **AGREED** to ask ADC to also consider some partnership/sponsorship working with community groups and possibly Bognor Regis in Bloom to help deliver this.

17. UPDATE ON YOUTH PROVISION INCLUDING; UPDATE FROM SCYP AND A PROPOSAL FROM UCAN SPRAY RE: COMMUNITY CENTRE WESTLOATS LANE

The Projects Officer's report and accompanying Appendix were **NOTED**.

Members unanimously **AGREED** to match fund the proposal from UCAN Spray for funding of £2,500 from the Youth Provision Budget.

18. CONSIDERATION OF WHETHER TO APPOINT A NEW REPRESENTATIVE FOR THE RAMPION 2 PROJECT

The Projects Officer's report and accompanying Appendix were **NOTED**.

Members unanimously **AGREED** to appoint a representative on behalf of BRTC to participate in the Community Public Liaison Group meetings in relation to the Rampion 2 Project.

Members unanimously **AGREED** to **RECOMMEND** to **COUNCIL** that Cllr. Barrett be appointed as the representative.

19. CORRESPONDENCE

The correspondence list as circulated with the Agenda was **NOTED**.

The Clerk reported an additional piece of correspondence that had been received from a member of the public emailing a link to an article in the Bognor Regis Observer regarding Grandads Front Room.

Cllr. Brooks asked the Clerk for a copy of the correspondence relating to item 5 on the correspondence list.

The Meeting closed at 11.23am