



# **BOGNOR REGIS TOWN COUNCIL**

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## **MINUTES OF THE EXTRAORDINARY MEETING OF THE POLICY AND RESOURCES COMMITTEE**

**HELD ON MONDAY 8<sup>th</sup> NOVEMBER 2021**

**PRESENT:**

Cllr. M. Stanley (Chairman); Cllrs: J. Barrett,  
A. Cunard, S. Goodheart and P. Woodall

**IN ATTENDANCE:**

Mrs. J. Davis (Civic & Office Manager)  
No members of the public in the public gallery

*The Meeting opened at 12.01pm*

**77. WELCOME BY CHAIRMAN AND APOLOGIES FOR ABSENCE**

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

Apologies for absence were received from Cllr. Reynolds, due to work commitments, and Cllr. Waterhouse, who had a prior engagement.

No apologies had been received from Cllrs. Erskine and Jones.

**78. DECLARATIONS OF INTEREST**

The Chairman asked Members if they wished to confirm any declarations of Disclosable Pecuniary, Other Registrable 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, Other Registrable 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 or Other Registrable 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, 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. Goodheart declared an Ordinary Interest in Agenda item 4 for any discussion relating to The Regis School of Music. He also stated that he was associated with many of the Grant Aid 2022 applicants***

***Cllr. Stanley declared an Ordinary Interest in Agenda item 4 for any discussion relating to 4 Sight Vision***

## **79. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS**

As there were no public present, the Chairman moved to the next Agenda item.

## **80. CONSIDERATION OF GRANT AID FUNDING 2022**

The Chairman commented that there had been a different level of demand for Grant Aid 2022 funding owing to many events, planned for 2021, not taking place due to Covid. Consequently, many previous applicants had not applied for Grant Aid 2022 as they have funds earmarked for use this year, from Grant Aid awards made previously. Therefore, whilst there were sufficient funds in the Grant Aid 2022 budget to be able to award monies in full to all of this year's applicants, should Members be minded to do so, the same level of funding could not be relied upon next year when the number of applicants for Grant Aid 2023 is likely to increase again.

Before moving to review the applications, Members were reminded that as noted in the Grant Aid Guidelines/Criteria, the Bognor Regis Town Council Vision is to develop Bognor Regis to become more powerful and enterprising, working with others in partnership to boost the local economy, build civic pride and create a happier Bognor Regis.

In support of this Vision, the Town Council has agreed the following strategy and priority headings for 2019-2024 and Grant Aid applicants were therefore asked to show how their application would meet one or more of these: -

- Build on the success of Bognor Regis
- Manage and reduce the environmental impact of Bognor Regis
- Work to enable residents and community groups to live well and enjoy and take pride in our Town

- Promote arts and culture to make Bognor Regis a great place to live, work, study and visit.

Members considered each application for Grant Aid, with regard given to the criteria set and the document checklist, which detailed what documents had been supplied with each application.

***Cllr. Goodheart redeclared his Ordinary Interest in The Regis School of Music and his association with many of the Grant Aid 2022 applicants***

***Cllr. Stanley redeclared his Ordinary Interest in 4 Sight Vision***

During discussions, comment was made about the lack of credit often given to the Town Council by the recipients of Grant Aid funds when utilising the monies received. Members felt that the support of the Town Council, for events and initiatives partially or fully funded by Grant Aid, could be better promoted. Doing so could create better awareness of the fact that the Town Council contribute up to £46,000 each year, from the Grant Aid budget, which benefits the five wards of Bognor Regis through the events or initiatives organised by Grant Aid applicants.

Members also discussed the feedback process and how this is currently sought. It was felt that feedback from recipients of Grant Aid awards could be better formatted in relation to: - the success of the event/initiative; a breakdown of the budget; evidence of how the Town Council's financial support had been promoted; and the agreement to provide photographs showcasing events and initiatives that the Town Council can share on their Social Media platforms.

The Civic & Office Manager reminded Members that the Grant Aid guidelines/criteria and application form are reviewed each year and that the suggested changes to the feedback process could be considered as part of the Grant Aid review at the relevant Policy and Resources Committee Meeting.

Members carried out an initial review of all the Grant Aid 2022 applications, before revisiting each application and reaffirming their decision. Members **RESOLVED** to **APPROVE** the Grant Aid 2022 awards as summarised to Members by the Civic & Office Manager, and as attached to the Minutes as **Appendix 1**. Specific conditions were imposed for some grants as detailed (appended to file Minutes).

***N.B. In line with the Council's current policy, as a condition of funding the Council may appoint a non-participating observer as a representative to any organisations receiving Grant Aid at the Committee's discretion. These appointments will be considered at the Annual Town Council Meeting in May***

Members **AGREED** to **RECOMMEND** to Council that any unspent monies from the Grant Aid 2022 Budget is returned to General Reserves at the end of the financial year.

***The Meeting closed at 12.49pm***

Applicant	Amount requested for Grant Aid 2022	P&R decision from Grant Aid 2021	P&R decision for Grant Aid 2022	Comments
4Sight Vision	£529.20	£2,356.00	£529.20	
60 Minutes of Classical Music	£2,800.00	£2,800.00	£2,800.00	
Arun & Chichester Citizens Advice	£3,000.00	£3,000.00	£3,000.00	Conditional
Bognor Shopmobility	£5,000.00	£5,000.00	£5,000.00	Conditional
Family Support Work (FSW)	£1,300.00	N/A	£1,300.00	
Girlguiding Bognor Regis Division	£500.00	£500.00	£500.00	
Girlguiding Bognor Regis South District	£200.00	£200.00	£200.00	
Home-Start Arun, Worthing & Adur	£1,000.00	£1,000.00	£1,000.00	
Making Theatre Gaining Skills	£7,000.00	£7,300.00	£3,500.00	Conditional
My Sister's House	£900.00	N/A	£900.00	
Regis School of Music	£2,500.00	N/A	£2,500.00	
Southdowns Folk Festival	£12,000.00	£5,400.00	£12,000.00	Conditional
St Wilfrid's Hospice	£1,000.00	N/A	£1,000.00	
Tyler's Trust	£500.00	N/A	£500.00	
UK Harvest	£1,792.29	£3,288.00	£1,792.29	
West Sussex Guitar Club	£1,000.00	£1,000.00	£1,000.00	
<b>Total Amount Requested</b>	<b>£41,021.49</b>			
Total Amount Awarded			<b>£37,521.49</b>	
			(£8,478.51 unallocated)	