



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

MINUTES OF THE EXTRAORDINARY MEETING **OF THE POLICY AND RESOURCES COMMITTEE** **HELD ON TUESDAY 5th APRIL 2022**

PRESENT:

Cllr. B. Waterhouse (Chairman); Cllrs. J. Barrett,
Cllr. J. Erskine, S. Goodheart (from Min. 155),
Mrs. J. Warr and P. Woodall

IN ATTENDANCE:

Mrs. G. Frost (Town Clerk)
Mrs. J. Davis (Assistant Clerk)
Ms. R. White (Bognor Regis Regeneration Board)
Cllr. M. Stanley in the public gallery (part of
meeting)

The Meeting opened at 5.30pm

153. 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. Jones, who had another meeting. No apologies for absence were received from Cllrs. Cunard or Reynolds.

154. DECLARATIONS OF INTEREST

The Chairman addressed those Members present to ask 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.

There were no declarations of Interest

155. ADJOURNMENT FOR PUBLIC QUESTIONS AND STATEMENTS

Cllr. Goodheart arrived at the Meeting

There were no members of the public seated in the gallery at this time and the meeting was not, therefore, adjourned by the Chairman.

156. TO CONSIDER THE CRITERIA AND CONDITIONS TO BE MET IN RELATION TO ADC MATCH-FUNDING FOR EVENTS SUPPORTED BY THE TOWN COUNCIL'S GRANT AID PROCESS - REFERRED FROM MEETING HELD 28th MARCH 2022

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

The Chairman invited the Clerk to briefly summarise the report during which uncertainty was expressed as to whether the Rox Music & Art event, for which Grant Aid had been awarded, met the requirement of being based in the Town and the criteria for additional match-funding.

Cllr. Goodheart declared an Ordinary Interest in Rox Music & Art

Cllr. Goodheart, owing to his involvement with Rox Music & Art, was able to respond and stated that the Art Trail event would be held over four weeks. Two of those weeks would involve an exhibition of work at the POP! Bognor Regis unit in Belmont Street. The other two weeks would see artists based in the Town, and in neighbouring areas such as Aldwick and Elmer, opening their homes and workshops to welcome visitors.

Cllr. Woodall declared an Ordinary Interest in the Carnival

Bearing in mind that ADC's criteria for this funding was to promote tourism and bring people into the Town, discussion took place about the location at which some of the events, listed in the Clerk's report, were to be held and about whether some of those listed could be classed as an event or a service.

Following discussion, and in recognising the importance of increasing footfall by encouraging people back into the Town, it was suggested that of the Grant Aid recipients listed in the report, Carnival, Rox Music & Art, and Southdowns Folk Festival be written to and invited to apply for this additional funding whereby they would be asked to explain what they would do differently, or what extra element they would bring to their event, if successful in securing additional funding.

The Chairman queried whether the full £12,500 available might be awarded to one organisation or be split between two or more organisations. It was subsequently suggested that when writing to the three organisations, identified as meeting the criteria, they be offered the chance to apply for funding up to the value of the Grant Aid award previously received. It was further suggested that they be encouraged to put forward one or more differently costed options to enhance their event so that when considering the applications, the Town Council could seek a maximum return for the investment.

It was **AGREED** that the Town Clerk write to Carnival, Rox Music & Art, and Southdowns Folk Festival, inviting them to submit an application, within 2 weeks, for additional funding that could be spent by them to enhance the existing event, to promote tourism and bring people into the Town, for which they had been awarded Grant Aid. Their application should not exceed the amount they had been awarded from Grant Aid, and they would be encouraged to submit differently costed options for the elements proposed on the understanding that any additional funding should not be spent on services such as security and first aid.

157. TO CONSIDER A REQUEST FOR PARTNERSHIP FUNDING FOR A WAYFINDING STRATEGY FROM THE BOGNOR REGIS REGENERATION BOARD – DEFERRED FROM MEETING HELD 28th MARCH 2022

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

The Chairman welcomed Ms. Rebecca White, from Bognor Regis Regeneration Board (BRRB) to the Meeting and invited her to address Members.

Ms. White gave an overview of how Wayfinding came to be identified through the Town Centre Forum as a project which supports the vitality and viability of the Town Centre area and the key outcomes and benefits.

It was explained that Wayfinding installations such as monoliths, Town maps, and information boards, that are easy to read and colourful, could help people to navigate in and around Bognor Regis thereby enhancing their experience of the Town. Whilst it was recognised that there had been huge improvements to the public realm, it was felt that this had not been done in a connective way which can lead to visitors having a fractured experience in getting from point A to point B.

Members were informed by Ms. White that the consultant engaged by the BRRB had previous involvement working on installations in coastal communities and that the consultant would engage with the Town Council to understand BRTC's perspective, should they decide to get involved with the Wayfinding Strategy.

Ms. White finished her presentation by providing Members with information about funding already sourced from stakeholders that had signed up to the Strategy, and the streams still being discussed.

The Chairman thank Ms. White and invited any questions from those present.

A Member asked how quickly the Wayfinding Strategy could be implemented should full funding be secured. Ms. White responded by saying that it was hoped that initial implementation could begin in May with a view to being ready for June. Members were advised that any surplus funds, following the initial phase, would be ring fenced for the next stage.

Having liaised with the Town Council's Accountant prior to the meeting, the Town Clerk informed Members that there is likely to be funds available in General Reserves that could be used to contribute towards this project should Members be in support of the proposal.

It was proposed, and seconded, that Bognor Regis Town Council contribute match-funding of 11.5% towards the project.

Members unanimously **AGREED** to support the Wayfinding Strategy with a contribution to the Bognor Regis Regeneration Board of £2,000 plus vat (equivalent to 11.5%) to be funded from General Reserves, and further agreed to support the implementation of the Wayfinding Strategy once completed.

Ms. White thanked Members for their support.

The Meeting closed at 6.30pm