



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE MEETING OF BOGNOR REGIS TOWN COUNCIL

HELD ON MONDAY 30th OCTOBER 2023

PRESENT:

Mayor: Cllr. F. Oppler; Cllrs: J. Barrett, K. Batley, J. Brooks, D. Dawes, S. Goodheart, R. Nash, Miss. C. Needs, P. Ralph, N. Smith, Mrs. J. Warr, B. Waterhouse, P. Woodall and Mrs. G. Yeates

IN ATTENDANCE:

Mrs. G. Frost (Town Clerk)
Mrs. J. Davis (Assistant Clerk)
Cllr. K. Greenway (WSCC) (part of meeting)
1 member of the press

Prior to the Meeting, Members received a presentation from the Bognor Regis Twinning Association

The Meeting opened at 6.47pm

99. WELCOME BY MAYOR

The Mayor welcomed all those present. The Council's opening statement was read, and 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.

100. APOLOGIES FOR ABSENCE AND THEIR APPROVAL, SUBJECT TO MEETING THE AGREED CRITERIA

Apologies for absence were received from Cllrs. Stanley and Wells with the Clerk recommending that the reasons given were acceptable. These absences were therefore **APPROVED** by Members.

101. 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 Chair reminded Members to declare their Interests as any arise or again at the relative point in the meeting if they have already.

Cllr. Batley declared an Ordinary Interest as an Arun District Councillor

Cllr. Brooks declared an Ordinary Interest as an Arun District Councillor

Cllr. Goodheart declared an Ordinary Interest as an Arun District Councillor and an Ordinary Interest in Agenda items 4 and 16

Cllr. Nash declared an Ordinary Interest in Agenda item 10.1 as the Chair of Arun District Council's Economy Committee

Cllr. Miss. Needs declared an Ordinary Interest as an Arun District Councillor

Cllr. Oppler declared an Ordinary Interest as an Arun District Councillor

Cllr. Mrs. Warr declared an Ordinary Interest as an Arun District Councillor

Cllr. Mrs. Yeates declared an Ordinary interest as an Arun District Councillor

102. TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 4th SEPTEMBER 2023 AND THE EXTRAORDINARY COUNCIL MEETING HELD ON 3rd OCTOBER 2023

The Minutes of the Council Meeting held on 4th September 2023 and the Extraordinary Council Meeting held on 3rd October 2023 were unanimously

APPROVED by the Council as a correct record and were signed by the Chair.

103. REPORTS FROM WSCC COUNTY AND ADC DISTRICT COUNCILLORS (IF AVAILABLE)

Cllr. Greenway, WSCC Councillor for Bersted, addressed Members from the public gallery. He spoke of the flooding that had been affecting the local area in recent days, following heavy rain, and stated that he had made his opinions on the matter known to the Environment Agency, who he believed had failed to take any action to prevent the floods. Cllr. Greenway had received many complaints from local people, and he declared that the floods were placing unsustainable pressure on businesses and residents, some of whom were experiencing foul sewage and damage to vehicles and property. Cllr. Greenway will be calling on the responsible bodies, including WSCC, the Environment Agency, Southern Water and local landowners, to come together and he hoped that BRTC could support him in this.

The Town Clerk verbally reported that Cllr. McDougall, an ADC Councillor for Pevensey Ward, had sent apologies for not being able to attend owing to a Planning Briefing at Arun taking place at the same time.

The Mayor thanked Cllr. Greenway for his report and personally agreed to support him on the matter of flooding, hoping that others would too. He believed that an unsustainable Local Plan had contributed to the current problems. As a WSCC Councillor himself, the Mayor stated that he would be happy to work together with Cllr. Greenway on the issue.

104. WRITTEN QUESTIONS FROM COUNCILLORS

The Chairman invited Cllr. Woodall to read his question regarding attendance at Mayoral engagements.

QUESTION 1 - I would like to ask the Mayor a question with regards to non attended Mayoral invites. From 22nd May 2023, when you were elected as the Bognor Regis Town Mayor, I have noticed that there have been 15 invites that neither yourself or your Deputy have attended. As a previous Mayor myself, I believe that these figures have never been so high in such a short space of time. Could you please give me, and the Town electorate, reasons to why this is happening as First Citizen of our Town you are surely expected to be seen at these events that you have kindly been invited to.

The Mayor responded by saying that both he and the Deputy Mayor had been busy attending a number of events. He explained that he had prioritised events in Bognor Regis, rather than those in Horsham or Worthing for example, but on occasion had been unable to attend owing to work or prior arrangements.

The Deputy Mayor followed this up by adding that she had been unable to attend a number of evening events as a result of transport issues, or due to other responsibilities.

105. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no questions or statements from those seated in the public gallery and the Chair did not, therefore, adjourn the meeting.

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

There were no written dispensation requests received from Town Councillors.

A Member asked for a reminder as to what a written dispensation request was. The Town Clerk advised that the dispensation allows for discussion about topics in which Members have a Disclosable Pecuniary Interest, such as Members Allowance payments, in order for the business of the Council to continue.

107. TO CONSIDER SUPPORTING THE SALVATION ARMY 'CHRISTMAS APPEAL 2023'

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

There was a short discussion about other ways to support The Salvation Army appeal, and of alternate avenues that the Town Council might support the community, it was proposed and seconded that £500 be donated to the Christmas Appeal.

The Clerk reminded Members that they would need to decide where any funding would come from and suggested that unspent funds from the 2023 unallocated Grant Aid Budget, usually returned to General Reserves, could be utilised.

Following a vote, Members **RESOLVED** to **AGREE** that £500, funded from the unspent 2023 unallocated Grant Aid Budget, would be donated to The Salvation Army for their 2023 Christmas Appeal.

108. TO RECEIVE AND CONSIDER REPORTS, MINUTES AND RECOMMENDATIONS OF COMMITTEES (OTHER THAN ANY SPECIFIC ITEMS ON THIS AGENDA)**109. Policy and Resources Committee Meeting of 25th September 2023**

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

Min. 55.3 - 25th September 2023 - Town Force Report - Graffiti

A Member spoke of a recent visit they had made to the Bognor Regis Youth and Community Centre where they observed young people engaging with a 'legal' graffiti wall. By involving professional graffiti artists, whose work the youngsters respected, the workshops were considered an effective way to deter graffiti in the Town Centre.

110. Community Engagement and Environment Committee Meeting of 2nd October 2023

The Chair of the Committee, Cllr. Barrett, reported. There were no recommendations to Council.

A Member mentioned the presentation delivered by Boom Community Bank prior to the meeting held on 2nd October 2023, and voiced his support for the initiative which he believed could be of help to lots of people with financial problems in Bognor Regis. The Town Clerk advised that consideration of the Town Council's future involvement with Boom Community Bank had been referred to the Policy and Resources Committee.

111. Planning and Licensing Committee Meetings of 19th September and 10th October 2023

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

112. Events, Promotion and Leisure Committee Meeting of 11th September 2023

The Chair of the Committee, Cllr. Batley reported. There were no recommendations to Council.

112.1 Min. 36 – 11th September 2023 – 'Sunniest Bognor Regis' logo

Comment was made about the data collection of sunshine hours. The Town Clerk advised that discussions with the Met Office about their automated weather reading system were ongoing and suggested that the matter be included on the next Events, Promotion and Leisure Committee Agenda to follow up.

113. 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 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'.

114. TO NOTE THE LIST OF PAYMENTS AND TRANSFERS MADE IN AUGUST AND SEPTEMBER 2023 AND TO NOTE THE BALANCES, BANK RECONCILIATIONS AND FINANCIAL REPORTS (OCTOBER NOT YET AVAILABLE) AND OUTTURN AND APPROVAL OF THE CONTENTS AND THEIR PUBLICATION

The Council unanimously **RESOLVED** 'to note the payments and transfers made in August and September 2023 and to note the balances, bank reconciliations and financial reports (October not yet available) and outturn and approval of the contents and their publication'.

115. TO NOTE THE EXTERNAL AUDITOR'S CERTIFICATE AND REPORT YEAR ENDING 31st MARCH 2023 ACCOUNTS AND CONSIDER ANY ACTION IF REQUIRED

The Town Clerk's report, and receipt of the External Auditor's Certificate and Report were **NOTED** including the one matter not affecting their opinion. Members further **NOTED** that on the basis of their review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in their opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

116. TO NOMINATE AND AGREE A NAMED TOWN COUNCILLOR REPRESENTATIVE AND RESERVE REPRESENTATIVE TO BE PUT FORWARD AS A 'CLASS B' MEMBER TO THE BOGNOR REGIS BID, ON BEHALF OF THE TOWN COUNCIL - MIN. 82 REFERS

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

Councillors Brooks and Goodheart both expressed an interest in being the Town Councillor Representative and following a vote it was **AGREED** to put forward Cllr. Brooks as the named Town Councillor Representative, and Cllr. Goodheart as the Reserve Representative, as a Class B Member to the Bognor Regis BID, subject to the appointments being approved by the BID's Board of Directors.

117. TO CONSIDER ANY ADDITIONAL APPOINTMENTS OF REPRESENTATIVES TO 'OUTSIDE' BODIES DEFERRED FROM THE PREVIOUS MEETING - MIN. 85 REFERS

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

117.1 Arun Partnership Advisory Board Early Help (Arun Supporting Families Locality Group)

Following a vote, it was unanimously **AGREED** to appoint Cllr. Woodall as the Representative to the Arun Supporting Families Locality Group.

117.2 Bognor Regis Heritage & Arts Partnership Board

With a meeting due to take place to discuss the Town Council's future involvement with the Board, it was **AGREED** to **DEFER** the appointment of any further Reserve Representatives until the outcome of the meeting is known.

117.3 West Sussex ALC Ltd.

Members **AGREED** to **DEFER** the appointment of a Reserve Representative to WSALC to a future meeting, until such time that a Member has indicated to the Town Clerk that they wish to fill this vacancy.

118. TO CONSIDER THE MEMBERSHIP OF A WORKING PARTY, APPOINTED AT THE JULY COUNCIL MEETING, TO DISCUSS THE FUTURE OF BOGNOR REGIS TOWN HALL - DEFERRED FROM PREVIOUS MEETING - MIN. 86 REFERS

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

No further information was available at this time, and it was understood that a report from Arun District Council may be available in January 2024.

Therefore, it was **AGREED** to **DEFER** the matter until the Council Meeting in March 2024, unless information is forthcoming beforehand in which case an Extraordinary Meeting could be called.

119. TO NOTE THAT THE TOWN COUNCIL'S COMMUNITY WINTER RESILIENCE PLAN HAS BEEN UPDATED, AND SUBMITTED TO WSCC, FOR 2023/24

The Town Clerk's report and relating appendix, detailing the Town Council's Community Winter Resilience Plan for 2023/24, was **NOTED**.

120. REGENERATION INCLUDING TO NOTE THE PUBLICATION OF THE MINUTES OF THE BOGNOR REGIS REGENERATION BOARD AGM HELD ON 13th SEPTEMBER 2023 (IF AVAILABLE)

The Town Clerk's report which advised that the Minutes of the Bognor Regis Regeneration Board AGM held on 13th September 2023 were not yet available and would be noted at the next meeting, was **NOTED**.

121. MAYOR'S REPORT AND DUTIES UNDERTAKEN

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

In highlighting his attendance at two particular events, one of which being the Punch and Judy Festival, a Member suggested that the Mayor write a letter of thanks to the Royal Norfolk Hotel who had allowed the event organisers to use the venue. The Mayor agreed that this was an excellent idea and would ask the Mayor's Secretary to action this.

122. TOWN CRIER'S REPORT AND DUTIES UNDERTAKEN

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

123. 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.

123.1 Cllr. Batley - Bognor Regis Foodbank; The 39 Club.

123.2 Cllr. Brooks - Bognor Regis Heritage & Arts Partnership Board; Bognor Regis Regeneration Board; BRTC/ADC Liaison Meetings; Chamber of Commerce.

- 123.3 Cllr. Goodheart** – Bognor Regis Heritage & Arts Partnership Board; Bognor Regis Twinning Association; Southdowns Music Festival; UK Harvest.
- 123.4 Cllr. Smith** - Bognor Regis Heritage & Arts Partnership Board; Bognor Regis Regeneration Board.
- 123.5 Cllr. Woodall** - BRTC/ADC Liaison Meetings; Bognor Regis Carnival Association; Grandad's Front Room; Southdowns Music Festival.

124. TO RECEIVE CORRESPONDENCE

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

125. PICTUREDROME SITE UPDATE INCLUDING: DIRECTOR'S REPORT, ANY URGENT ACTIONS TAKEN FOR RATIFICATION

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

A Member who had recently taken a tour of the Picturedrome Cinema commented on how superb they believed the work to be and urged the Council to offer its support.

The Meeting closed at 7.42pm