



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE MEETING OF THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE HELD ON MONDAY 7th AUGUST 2023

PRESENT:

Cllrs. J. Barrett (Chairman), D. Dawes,
Miss. C. Needs, N. Smith, Mrs. J. Warr,
B. Waterhouse and Mrs. G. Yeates

IN ATTENDANCE:

Mr. M. Hall (Projects Officer)
Mrs. S. Miah (Committee Administrator)
3 Members seated in the public gallery
4 members of the public in the gallery

The Meeting opened at 6.32pm

16. CHAIRMAN'S ANNOUNCEMENT AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone present and read the Council's opening statement, with particular attention drawn to the evacuation procedure in the event of the fire alarm sounding and the Council's Standing Orders in relation to public question time.

No apologies were received from Cllrs. J. Brooks and F. Oppler.

17. 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

18. TO APPROVE THE MINUTES OF THE MEETING HELD ON 12th JUNE 2023

Members were asked if there were any objections to the Minutes of the last Committee Meeting, held on the 12th June 2023.

There being no objections, the Committee **APPROVED** the Minutes of the meeting held on 12th June 2023, as an accurate record of the proceedings and the Chairman duly signed them.

19. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

The Chairman adjourned the Meeting at 6.35pm

The Chairman invited members of the public to raise any questions or statements they wished to make.

A member of the public, involved with Agenda item 11, expressed the view that there was a desperate need for youth services, particularly in the Bersted area. He brought to Members attention a mistake in relation to the request for funding from The Bognor Fun Bus CIC, to be considered later in the meeting. The £4,000 grant requested did not include VAT, therefore VAT would need to be added to the request.

An enquiry came from another member of the public, from a local youth club and community centre, asking if they could still apply for funding. The Clerk advised that there was no deadline for funding applications to the Youth and Young Persons Budget, so they may apply whilst funds remain in the budget.

Further comments from those seated in the public gallery referred to anti-social behaviour and CCTV in the area. Reference was also made to a petition regarding road safety concerns, with the suggestion that a Road Safety Panel or a Working Group could be created to address the concerns, including ideas around refreshing road signs and implementing speed humps. The Chairman suggested this be an Agenda item at a future meeting, however, as Highways and Transport falls within the remit of the Town Council's Planning and Licensing Committee, the comments and suggestion would be referred to them for consideration.

The Chairman reconvened the Meeting at 7.02pm

20. CLERK'S REPORT

There were no updates to report.

21. BOGNOR REGIS IN BLOOM WORKING GROUP - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE NON-QUORATE MEETING HELD ON THE 21st JUNE 2023

The Projects Officer's report, including the Notes of the Bognor Regis in Bloom Working Group non-quorate meeting held on 21st June 2023, was **NOTED**.

22. TO RECEIVE AN UPDATE ON THE 5-YEAR LISTING OF BOGNOR REGIS TOWN HALL, AS AN ASSET OF COMMUNITY VALUE (IF AVAILABLE)

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

23. PUBLIC TRANSPORT BUS ACCESSIBILITY IN BOGNOR REGIS – MIN. 94 REFERS

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

24. FEEDBACK FROM ONLINE COMMUNITY OPEN FORUM HELD ON 3rd JULY 2023 AND COUNCILLOR DROP-IN SURGERY HELD ON 25th JULY 2023 INCLUDING: -

The Projects Officer's report, including the Notes from the Online Community Open Forum Meeting held on 3rd July 2023 and from the Councillor Drop-In Surgery held on 25th July 2023, were **NOTED**.

24.1 Any items for a future Agenda

Members **AGREED** to add anything that is within the remit of this Committee, raised by members of the public at the Online Community Open Forum or Councillor Drop-In Surgery, as an Agenda item for the next Community Engagement and Environment Committee Meeting.

24.2 To agree the arrangements for the next Online Community Forum and Councillor Drop-in Surgery

Members **AGREED** to host an Online Community Open Forum Meeting at 6.30pm on Tuesday 29th August 2023.

Members further **AGREED** for the Projects Officer to make arrangements and gain permission from West Sussex County Council to hold a Councillor Drop-In Surgery to be situated in the Town Centre between 1pm and 4pm on Tuesday 26th September 2023. No suggestions of an alternative venue for the event to be held at this time were made.

The Chairman suspended Standing Orders

- 24.3** A Member, seated in the public gallery, expressed his concern about branding at the Councillor Drop-in Surgery in July, which he believed was lacking. He suggested the purchase of a branded gazebo to make the public aware of the Town Council's presence. The Clerk advised the branded gazebo was in use at a Town Council event, thus a non-branded gazebo was used. Laminated signs were displayed, and staff and Councillors were given Town Council branded high-vis jackets to promote the Council further. He advised should Councillor's wish to purchase a branded gazebo, they must first consider where this will be funded from.

The Chairman reinstated Standing Orders

A Member suggested buying a banner with the Town logo printed on, that could be attached to the gazebo when needed, which can be purchased at low cost. Alternative suggestions included the use of Correx lamp post sleeves, standing banners, and Bognor Regis Town Council branded lanyards. Name badges were also suggested as a cheaper alternative which could be more inviting than an ID card.

25. UPDATE ON YOUTH PROVISION

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

Members **NOTED** that Sussex Clubs for Young People ceased trading as of 26th June 2023.

Members **NOTED** that at the time of the report being published, there were no applications for the Youth & Young Persons Budget. However, since then, there had been an application from The Bognor Fun Bus CIC, which would be discussed under Agenda item 11.

Members unanimously **AGREED** the expenditure of £100, from the Youth & Young Persons Budget, for the purchase of 4 x Amazon gift cards for students at The Regis School and Felpham Community College for participating in the Youth Provision Surveys and being picked as winners from the prize draw.

26. TO RECEIVE DETAILS OF A FUNDING REQUEST FROM THE BOGNOR FUN BUS CIC AND TO OFFER FEEDBACK ON THE SUGGESTED LOCATIONS

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

A Member questioned whether the bus would be accessible for youths with disabilities.

The Chairman suspended Standing Orders

A representative from The Bognor Fun Bus CIC, seated in the public gallery, stated that the bus would have no chairs on the ground floor, therefore, would be accessible for youths with disabilities. The organisation could also consider adding lifts to ensure that all users could take full advantage of the bus.

The Chairman reinstated Standing Orders

Members provided no feedback in relation to the suitability of the potential sites proposed by The Bognor Fun Bus CIC for youth activities in Bognor Regis.

Members **NOTED** the request for the Town Council to consider the services of The Bognor Fun Bus CIC, when planning any youth activities in summer 2024.

As the application had only just been received, Members **AGREED** to **DEFER** the request from The Bognor Fun Bus CIC, for funding of up to £7,995 plus VAT for the purchase of a bus, until Members have had sufficient time to review the application.

27. TO CONSIDER THE NEXT STEPS IN RELATION TO WEST SUSSEX COUNTY COUNCIL'S INITIATIVE FOR COMMUNITY IMPROVEMENT – MIN. 9 REFERS

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

27.1 To agree the Membership of the Working Group

Members **AGREED** Cllrs. Dawes, Goodheart and Woodall be appointed Members of the Working Group.

27.2 To agree upon the name of the Working Group

As the Working Group involves the community, Cllr. Dawes suggested asking the community to suggest a name. Members **AGREED** to **DEFER** the naming of the Working Group to allow time for Cllr. Dawes to reach out to the community, with a report brought back to a future meeting.

28. TO RECEIVE AN UPDATE IN RELATION TO PIGEONS IN THE TOWN CENTRE – MIN. 10 REFERS

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

Members **AGREED** no further action is required.

29. TO RECEIVE AN UPDATE ON THE INSTALLATION OF A FISH SCULPTURE ON THE SEAFRONT TO RAISE AWARENESS OF PLASTIC POLLUTION – MIN. 11 REFERS

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

30. TO SEEK AGREEMENT FROM THE COMMITTEE FOR A PRESENTATION FROM BOOM COMMUNITY BANK TO TAKE PLACE PRIOR TO THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE MEETING TO BE HELD ON MONDAY 2nd OCTOBER 2023

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

Members **AGREED** to a presentation from Boom Community Bank to take place prior to the Community Engagement and Environment Committee Meeting to be held on Monday 2nd October 2023, commencing at 6pm.

31. TO AGREE ANY ACTION WITH REGARDS TO THE LEVELS OF SEWAGE IN BOGNOR REGIS SEA

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

The Chairman suspended Standing Orders

A Member, seated in the public gallery, suggested taking this issue to the Policy and Resources Committee asking for a letter to be written by a Solicitor to the Director of Southern Water.

The Chairman reinstated Standing Orders

A Member suggested writing an open letter to Southern Water to be published in a local newspaper or inviting V2 Radio to visit the Town and report on the situation. Alternatively, it was suggested to invite a representative from Southern Water to attend a Committee Meeting and address the concerns, as had happened at meetings with Arun District Council and Bersted Parish Council. The Member added that Southern Water have provided newsletters to residents in Shripney to keep them updated.

She suggested, when writing to Southern Water, attaching statistics that highlight the issues which may help in gaining their attention.

Comment was made about the possibility of working in unison with partners such as Aldwick Parish Council, Bognor Regis BID, Butlin's, Felpham Parish Council and the Traders Association in order to have a greater impact. The Clerk requested that the Member forward the contact details for Southern Water.

Members **AGREED** for the Clerk to work collaboratively with local organisations on the issue, and to invite Southern Water to attend a future Committee Meeting to address the concerns.

32. CORRESPONDENCE

The Committee **NOTED** receipt of the correspondence list, previously circulated.

The Meeting closed at 7.50pm