



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 ALLOTMENTS SUB-COMMITTEE HELD ON TUESDAY 21st FEBRUARY 2023

PRESENT: Cllrs. J. Brooks, Mrs. J. Warr and B. Waterhouse

IN ATTENDANCE: Mr. S. Davis (Allotments & In Bloom Officer)
Mr. C. Penfold (Tenants Representative)

The Meeting opened at 3.30pm

27. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

Due to the absence of the Chairman Cllr. P. Woodall, the Vice-Chairman Cllr. B. Waterhouse was the Chairman for this meeting.

The Chairman welcomed those present and read the Council's Opening Statement.

Apologies for absence had been received from Cllr. Mrs. S. Daniells who was on annual leave, Cllr. P. Woodall who was working and from Mr. M. Bicknell, Mrs. L. Russell and Mr. S. Slater (Tenant Representatives).

No apologies had been received from Cllrs. K. Batley, J. Erskine, H. Jones, or S. Reynolds.

28. 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, they must temporarily leave the meeting for the discussion and vote.

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 at this time

29. TO CONSIDER AND AGREE THE INSTALLATION OF 6FT METAL SECURITY FENCING ON THE REMAINDER OF THE BOUNDARY OF THE ORIGINAL SITE

Members discussed and agreed the need to complete the security fencing on the Original site to help prevent fly-tipping and to remove the shared access to homeowners on Gravits Lane. Members also agreed the fencing should be installed at the earliest opportunity and ahead of the growing season.

The Sub-Committee Clerk advised the quotes were valid for a limited time and might vary due to movement in global steel prices. For this reason, and to avoid any delay, this matter would be referred straight to the Policy and Resources Committee for consideration as the Committee responsible for the Rolling Capital Programme Budget.

The Chairman suggested, to avoid both the need for the Allotments Sub-Committee to agree higher expenditure at a future meeting, and to avoid a delay in the installation, Members recommend the expenditure with a small contingency.

Members **AGREED** to accept Company A as the preferred contractor. It was further **AGREED** to **RECOMMEND** to the Policy and Resources Committee the expenditure of £2,941.67 (plus a 15% contingency if required) to be funded from the Rolling Capital Programme.

The Meeting closed at 3.48pm