



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE MEETING OF THE ENVIRONMENTAL AND LEISURE COMMITTEE HELD ON MONDAY 9th SEPTEMBER 2024

PRESENT:

Cllrs: J. Barrett, J. Brooks, D. Dawes, R. Nash
(during Min. 35), P. Ralph, M. Stanley, Mrs. J. Warr
and P. Wells

IN ATTENDANCE:

Mr. M. McLaughlin (Committee Clerk)
1 Member seated in the public gallery

The Meeting opened at 6.34pm

31. WELCOME BY CHAIR

In the absence of the Chair, Cllr. K. Batley, the Vice-Chair, Cllr. Brooks, took the chair.

The Chair 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 relating to public question time.

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

Apologies for absence were received from Cllrs. Batley and Woodall. The Clerk recommended that the reasons given were acceptable, and the absences were **APPROVED** by Members.

No apologies for absence were received from Cllr. Nash and this could not, therefore, be approved.

33. DECLARATIONS OF INTEREST

The Chair 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 Chair 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

34. TO APPROVE THE MINUTES OF THE ENVIRONMENTAL AND LEISURE COMMITTEE MEETING HELD ON 15th JULY 2024

The Committee **RESOLVED** to **AGREE** and approve the Minutes of the Environmental and Leisure Committee Meeting held on 15th July 2024, as an accurate record of the proceedings and the Chair duly signed them.

35. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

The Chair adjourned the Meeting at 6.39pm

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

A Member seated in the public gallery enquired as to the current use and status of the underground promenade toilets suggesting that if they were redundant, as suspected, that they be re-utilised as storage for chairs for events on the adjacent bandstand. It was further suggested that Arun District Council, who own the toilets and bandstand, extend their public liability insurance to cover the toilets so that they may be repurposed for storage and use by performing artists on the bandstand.

Further comments in relation to the bandstand were made in terms of how underused the asset appeared to be. It was felt that this could be as a result of an apparent lack of advertising and management.

The question was asked as to whether Bognor Regis Town Council could act as booking agents and take over the management of the bandstand from Arun District Council.

Additional comments were made around beach access, questioning whether Arun District Council could reprofile the beach at Gloucester Road to expose the ramp in full. Cllr. Stanley, in reply, reported, as previously, that stakeholder representatives had, and will continue to prioritise ramp facilities at Gloucester Road and Felpham Road.

Finally, the Member suggested that a Working Group be formed to formulate a "destination event" over a six-week summer period in 2025 for both residents and tourists alike.

Cllr. Nash arrived at the Meeting

The Chair reconvened the Meeting at 6.54pm

36. CLERK'S REPORT FROM PREVIOUS MINUTES

The Clerk reported that there was no significant updates or issues to report further this period.

37. PROMENADE BANDSTAND LIGHTS - TO RECEIVE AN UPDATE ON THE WORKING OF THE LIGHTS FOLLOWING A COMPLAINT FROM A RESIDENT AND CONSIDER ANY FURTHER ACTIONS - CLLR. NASH TO REPORT - MIN. 21 REFERS

Cllr. Nash reported that he had raised the matter with Arun District Council and that there is a joint partnership between Arun and the Bognor Regis BID who would be taking this issue forward.

38. BOGNOR REGIS IN BLOOM WORKING GROUP - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 16th JULY 2024 INCLUDING: -

The Committee Clerk's report, including the appendix relating to the Notes of the Bognor Regis in Bloom Working Group Meeting held on 16th July 2024, was **NOTED**.

38.1 Recommendation to request funding of £25 for plaques and £45 for gift vouchers for the winner and runners-up of the Guides and Scouts Competition, to be funded from the 2024/2025 Competition Expenses Budget - Min. 5.2 refers

Having considered the recommendation from the Bognor Regis in Bloom Working Group, Members unanimously **RESOLVED** to **AGREE** to allocate £25 and £45 respectively to plaques and gift vouchers for the winner and runners-up of the Guides and Scouts Competition.

39. TO RATIFY ANY PUBLIC EVENTS LICENCE APPLICATION REPRESENTATIONS SUBMITTED BY THE TOWN CLERK IN ACCORDANCE WITH THE DELEGATED AUTHORITY AND PROCESS

The only Public Events licence application to have been received, since the previous meeting of 15th July 2024, was in relation to the Southdowns Music Festival. As the applicant was a Member of the Town Council, and to avoid any conflict of interest, no response to the consultation was submitted to Arun District Council.

40. TO AGREE IF A STANDALONE MEETING IS REQUIRED TO RECEIVE PRESENTATIONS FROM TENDERERS FOR THE CHRISTMAS ILLUMINATIONS CONTRACT 2025-27, AND IF SO, THE DATE - MIN. 28 REFERS

Members **AGREED** that tenderers present their respective proposals for the Christmas Illuminations contract 2025-27, in-person, to all Council Members at a Members Briefing in late September/early October prior to the budgetary meeting in November. The Committee Clerk will arrange, coordinate and communicate as required.

41. TO CONSIDER TAGGING THE TOWN COUNCIL ASSETS TO PROMOTE THEIR PROVISION BY THE TOWN COUNCIL - MIN. 35 OF THE POLICY AND RESOURCES COMMITTEE MEETING HELD ON 29th JULY 2024 REFERS

The Town Force Manager's report was **NOTED**.

During discussions, a Member proposed that other items owned by the Town Council, such as crowd barriers, also be tagged and suggested that these items could be hired out to event organisers to generate an income for the Town Council.

Cllr. Nash declared an Ordinary Interest as an event organiser

Members **RESOLVED** to **AGREE** expenditure of up to £18 plus VAT from the Publicity and Promotion Budget 2024/25, for Hi Tack stickers for the three seafront showers, to promote the provision of these Town Council assets.

In considering the proposed design of the stickers, Members felt that a simpler design would be preferable by removing the 'sunniest' logo. It was suggested that the stickers read "Provided by" with the Bognor Regis Town

Council corporate logo. This amended design was **APPROVED** and it was **AGREED** that portrait stickers be applied to the three seafront showers.

Furthermore, Members additionally **RESOLVED** to **AGREE** expenditure of up to £99.60 plus VAT, funded from the Publicity and Promotion Budget 2024/25, for Foamalux (PVC) signs (5mm thickness) to tag other Town Council assets as listed in the report.

This included a sticker at the base of the seafront beacon, without compromising the column, and it was **AGREED** that the stickers on all other assets, besides the showers, should be landscape.

42. CONSIDERATION OF PRODUCTION OF A LEAFLET AND SEAFRONT SHELTER POSTERS, INCLUDING DESIGN AND FORMAT, IN RELATION TO 2025 EVENTS IN THE TOWN, AND ANY POTENTIAL BUDGET IMPLICATIONS

Following discussion, Members **AGREED IN PRINCIPLE**, subject to costing and quotations, the production of a leaflet and seafront shelter posters to promote Bognor Regis events in 2025, and that an appropriate budget be recommended in due course.

Members **AGREED** to **RECOMMEND** that the format of the leaflets and posters in 2025 be the same as the previous 2024 campaigns. Officers were tasked to seek designs and costings for presentation at the next Environmental and Leisure Committee Meeting scheduled to be held 4th November 2024.

Members further **AGREED** that the events leaflet for 2025 should be delivered to the wider West Sussex area with a budgetary provision for distribution costs, in addition to the Town Council's participation with next years' Leaflet Exchange networking event.

43. ENERGY LEARNING NETWORK - TO CONSIDER THE TOWN COUNCIL'S INVOLVEMENT TO WORK WITH THIS ORGANISATION TO RECEIVE SUPPORT TO GROW SKILLS AND KNOWLEDGE TO ENABLE AND DELIVER COMMUNITY ENERGY ACTIVITIES LOCALLY

The Committee Clerk's report, including the appendix detailing the opportunity on offer, was **NOTED**.

Members **AGREED** to submit an Expression of Interest in working with the Energy Learning Network to enable and deliver community energy activities locally, on the proviso that this was non-binding.

44. SAFETY CAMPAIGN LITHIUM-ION BATTERIES - TO CONSIDER SUPPORTING THIS CAMPAIGN TO IMPROVE THE SAFETY OF LITHIUM-ION BATTERIES (USED IN E-BIKES AND E-SCOOTERS) AND THEIR DISPOSAL

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

Members **AGREED** to **DEFER** consideration of supporting the campaign in relation to the safety of lithium-ion batteries until the further information requested by the Committee Clerk has been received.

45. SEA WATER POOL ACCESSIBLE TO ALL - TO CONSIDER A REQUEST FROM A RESIDENT AS AN OPTION, AND ANY NEXT STEPS

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

Whist Members deemed the proposal a good idea, in principle, they collectively cited issues of cost, engagement and involvement of private enterprise, all of which were outside the remit of the Town Council. Members were also mindful of planned seafront developments currently ongoing, which have yet to manifest themselves and which would possibly change the dynamics of Bognor Regis.

Members suggested that the Committee Clerk respond to the resident who had proposed a sea water pool that would be accessible to all, explaining the Town Council's position.

46. CORRESPONDENCE

The Committee **NOTED** receipt of correspondence previously circulated.

The Meeting closed at 7.50pm