



# **BOGNOR REGIS TOWN COUNCIL**

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## **MINUTES OF THE NEIGHBOURHOOD PLAN COMMITTEE MEETING**

**HELD ON WEDNESDAY 16<sup>th</sup> SEPTEMBER 2015**

**PRESENT:** Cllrs. J. Cosgrove, T. Gardiner, and Mrs. J. Warr

**IN ATTENDANCE:** Mrs. S. Green (Project & Street Scene Support Officer)  
Mrs. H. Knight (Civic & Support Services Manager)  
2 Councillors in the Public Gallery

*The meeting opened at 6.38 pm*

### **19. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE**

The Chairman and Vice Chairman had given apologies and it was **RESOLVED** to elect Cllr. Mrs. Warr as Chairman. Apologies had been received from Cllrs. Mrs. S. Daniells, A. Cunard and P. Dillon.

### **20. DECLARATIONS OF INTEREST**

Members and Officers were reminded to make any declarations of Disclosable Pecuniary and/or Ordinary interests that they may have in relation to items on this Agenda

Members and Officers should declare an interest by stating:-

- a) The item they have an interest in
- b) Whether it is an Ordinary Interest and the nature of the interest
- c) Whether it is also a Disclosable Pecuniary Interest

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.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Disclosable Pecuniary and Ordinary. These forms should be returned to the Committee Clerk at the end of the meeting to enable all declarations of interest to be accurately recorded in the Minutes. Members were reminded that it is their responsibility to notify the Monitoring Officer of all Disclosable Pecuniary Interests, not already recorded on their Register of Interests Form, within 28 days.

The Committee noted that there were no Declarations of Interest made at this point in the Meeting.

**21. TO APPROVE THE MINUTES OF THE MEETING HELD ON 6<sup>th</sup> JULY 2015 AND THE EXTRAORDINARY MEETINGS ON THE 22<sup>nd</sup> JULY AND 11<sup>th</sup> AUGUST 2015**

The Committee **RESOLVED** to **APPROVE** the Minutes of the Meeting held on 6<sup>th</sup> July 2015 and the Extraordinary Meetings on the 22<sup>nd</sup> July and 11<sup>th</sup> August 2015 and these were then signed by the Chairman.

**22. ADJOURNMENT FOR PUBLIC QUESTION TIME**

There were no members of the public present.

**23. MATTERS ARISING FROM THE MINUTES WHICH ARE NOT SEPARATE AGENDA ITEMS**

There were no Matters Arising.

**24. OUTCOME OF THE MEETING WITH ARUN DISTRICT COUNCIL TO DISCUSS MODIFICATIONS 10 & 13 FOLLOWING THE INDEPENDENT EXAMINER'S REPORT ATTENDED BY THE COMMITTEE CHAIRMAN AND THE COMMITTEE CLERK**

A meeting with ADC was held following the Committee's request that the examiner's recommendations for modifications 10 and 13 should not be accepted for the following reasons (extracts from Min.18 copied below).

Modification 10: *"To amalgamate policy 8 with 8a"* – Members felt that amalgamating the two would make the policy too complicated and overlong and would ask Arun to consider leaving them separate.

Modification 13: *"In Policy 8f delete provisions d) and f)"* – Members would ask Arun to consider leaving point d) in place as they felt it is not intended to restrict the height of future developments but to protect the natural visual connections as described in the policy and identified within the Characterisation Study 2014 and accords with ADC Public Realm vision and the Masterplan.

Following discussions with the Director of Planning & Economic Regeneration at ADC it was agreed at the meeting that Modification 10 would not be accepted. It was further agreed that for Modification 13 point d) would remain but would be re-worded (see Decision Statement).

All other modifications and recommendations had been accepted and applied.

Therefore with the final amendments to Policy 8f and the retention of policies 8 and 8a without amendment, the final submission version of the Neighbourhood Development Plan for Bognor Regis had been accepted and approved by Arun District Council.

25. **TO RECOMMEND TO FULL COUNCIL THAT THE NEIGHBOURHOOD PLAN FOR BOGNOR REGIS FOLLOWING THE MODIFICATIONS AND AMMENDMENTS PROCEED TO REFERENDUM IN OCTOBER (DATE TO BE CONFIRMED BY ARUN DISTRICT COUNCIL DEMOCRATIC SERVICES)**

The Committee Clerk reported that the referendum date had now been set for the 22<sup>nd</sup> October 2015.

The Neighbourhood Plan Committee **RESOLVED to RECOMMEND** to Full Council that the Neighbourhood Plan for Bognor Regis, including post examination modifications, proceed to Referendum.

26. **TO CONSIDER PROMOTION AND PUBLICITY OF THE REFERENDUM**

The Committee discussed how best to promote the referendum. Members were reminded that although promotion was important the Town Council should not be seen to be promoting a "Yes" vote. Facebook Boost was suggested as well as leaflet drops, press releases and advertisements in the Bognor Regis Observer. The Town Council website and Facebook and Twitter pages will also be updated. The Committee were shown examples of promotions used by neighbouring parishes and **AGREED** that Officers, in liaison with the Committee Chairman, would be given authority to start the process along similar lines. A financial budget paper was tabled and it was **NOTED** that there were ample funds for this exercise. It was **NOTED** that the ADC had now published the Decision Statement and the Referendum Timetable.

27. **DATE OF NEXT MEETING INCUDING CONSIDERATION OF INVITING MEMBERS OF THE STEERING GROUP TO ATTEND**

It was **AGREED** to schedule a Meeting for the **6<sup>th</sup> October 2015** and that Members of the Neighbourhood Plan Steering Group will be invited to attend. Some light refreshment will be served after the meeting to thank the Steering Group for their hard work in delivering the Neighbourhood Plan for Bognor Regis. The Committee **AGREED** that Officers would organise this and costs would be ratified at the next meeting.

*The meeting closed at 7.08 pm.*