



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE ANNUAL MEETING OF BOGNOR REGIS TOWN COUNCIL

HELD ON MONDAY 12th MAY 2025

PRESENT:

Cllr. Miss. C. Needs (Mayor 2024/2025); Cllrs: J. Barrett, K. Batley, D. Dawes, S. Goodheart, R. Nash, F. Oppler, P. Ralph, N. Smith, M. Stanley, Mrs. J. Warr, B. Waterhouse, P. Wells, M. White and Mrs. G. Yeates

IN ATTENDANCE:

Mrs. G. Frost (Town Clerk)
Mrs. J. Davis (Deputy Clerk)
Mrs. R. Vervecken (Civic & Office Manager)
First Cadet Harvey McGarhey (Mayor's Cadet) (part of meeting)
S/Lt F. Rundle (Bognor Regis Sea Cadets) (part of meeting)
CPO A. Brooker (Bognor Regis Sea Cadets) (part of meeting)
2 members of the public (1 for part of meeting)

The retiring Mayor, Cllr. Miss. C. Needs, presented S/Lt Fliss Rundle and CPO Andy Brooker with a certificate on behalf of AC Ashley Wightwick-Hotston, in recognition of her services as the Mayor's Cadet. First Cadet Harvey McGarhey, from the Bognor Regis Sea Cadets, was appointed as Mayor's Cadet for 2025/2026 and was presented with his badge and certificate as he begins a year of service in the role. He thanked the Mayor and Town Councillors for the opportunity, which he was looking forward to

The Meeting opened at 6.30pm

The outgoing 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.

Before the election of a new Mayor, the outgoing Mayor, Cllr. Miss. Claire Needs took the opportunity to thank her fellow Town Councillors for their support over her term in office. She proudly advised that she had raised £742 for her chosen Mayoral charity, Chestnut Tree House Children's Hospice, with the cheque presentation having taken place earlier in the afternoon. The funds raised will be used towards a family fun activity day, during the summer.

1. **ELECTION OF MAYOR FOR 2025/2026**

The Town Clerk's report was **NOTED**, including the reference to Standing Order 5(j) and the convention that the Deputy Mayor in any year shall, unless he or she resigns, becomes disqualified or is not re-elected as a Councillor, be put forward by Council as Mayor for the following year.

The Deputy Mayor for the last 12 months had been Cllr. Mrs. Yeates and therefore in accordance with the Standing Orders she was duly put forward as Mayor for the forthcoming year.

Having been proposed and seconded, and with there being no other nominations, it was unanimously **RESOLVED** that Cllr. Mrs. Yeates be elected Mayor for 2025/2026.

A presentation on behalf of the Council was made by the new Mayor to the retiring Mayor, Cllr. Miss. Needs, and she was thanked for her hard work during her mayoral year.

2. **THE MAYOR WILL MAKE THE STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE**

The Mayor made the following Statutory Declaration of Acceptance of Office: -

I, Gill Yeates, having been elected to the Office of Mayor of Bognor Regis Town Council, declare that I take that Office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability

3. **ELECTION OF DEPUTY MAYOR FOR 2025/2026**

The Town Clerk's report was **NOTED**, including the reference to the decision taken at the previous meeting that Cllr. Wells be nominated as Deputy Mayor for the forthcoming year.

There being no other nominations, it was unanimously **RESOLVED** that Cllr. Wells be elected Deputy Mayor for 2025/2026.

4. **THE DEPUTY MAYOR WILL MAKE THE NON-STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE**

The Deputy Mayor made the following Non-Statutory Declaration of Acceptance of Office: -

I, Paul Wells, having been elected to the Office of Deputy Mayor of Bognor Regis Town Council, declare that I take that Office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability

5. **ACCEPTANCE SPEECH AND WELCOME BY NEWLY ELECTED MAYOR**

The Mayor made the customary speech of acceptance, during which she thanked her fellow Town Councillors for their support, declaring it a great honour to have been chosen to serve as Mayor for the forthcoming year. She thanked the retiring Mayor for her help and advice and told Members how much she was looking forward to the year ahead, having enjoyed immensely her time as Deputy Mayor. Cllr. Mrs. Yeates formally welcomed those present to the meeting.

6. **DECLARATION OF ACCEPTANCE OF OFFICE BY CLLR. MICHELLE WHITE, ELECTED AT THE BY-ELECTION ON 24th APRIL 2025**

6.1 The Mayor welcomed Cllr. White, as a newly elected Member to Bognor Regis Town Council.

6.2 The Town Clerk's report including confirmation of the following was **NOTED**: -

The Declaration of Acceptance of Office had been signed by Cllr. Michelle White following her election to the Town Council at the By-election on 24th April 2025, and this had been received and duly signed by the Town Clerk as Proper Officer of the Council.

6.3 Cllr. White had also confirmed that she does not wish to be a signatory on the Bognor Regis Town Council, and The Bognor Pier Company Limited, Bank Accounts at this time.

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

Apologies for absence were received from Cllr. Woodall, with the Clerk recommending that the reason given was acceptable. This absence was therefore unanimously **APPROVED** by Members.

8. **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.

Cllrs. Batley, Goodheart, Nash, Miss. Needs, Oppler, Stanley, Mrs. Warr and Mrs. Yeates all declared an Ordinary Interest in Agenda item 24 as Arun District Councillors

Cllr. Goodheart also declared an Ordinary Interest in Agenda Item 20.1 due to his involvement with Rox Music & Arts Organisation

Cllr. Nash also declared an Ordinary Interest in Agenda Item 20.1 as the Chair of Southdowns Music Festival

Cllr. Stanley also declared an Ordinary Interest in Agenda items 20.1 and 23, owing to his employment, stating that, as there was to be no vote, he would not leave the room for discussions

Cllr. Wells declared an Ordinary Interest in Agenda Item 20.1 due to his involvement in the Bognor Regis Puppet Party and Bognor Regis BID, as a BID levy payer

9. TO REVIEW THE COUNCIL'S TERMS OF REFERENCE AND ANY DELEGATION ARRANGEMENT TO COMMITTEES AND SUB-COMMITTEES

The Town Clerk's report, including the Council's Terms of Reference attached, was **NOTED**.

Members unanimously **RESOLVED** to **ADOPT** the Council's Terms of Reference for the 2025/26 Municipal Year without amendment.

10. TO NOTE CHANGE IN AFFILIATION OF FORMER INDEPENDENT GROUP COUNCILLOR

The Town Clerk's report and notification that Cllr. Dawes will sit as an Independent Councillor with immediate effect, rather than as a member of the Independent Group, was unanimously **NOTED**.

11. **APPOINTMENT TO COMMITTEES**

The Town Clerk's report, including the various options on allocating seats on Committees using political proportionality rules to non-aligned Members, and the proposed Committee Membership, was **NOTED**.

Members were reminded that in accordance with Standing Orders, the Council may appoint any number of Members to serve on each Committee provided that the total number of places on Committees fairly and accurately reflects the political composition of the Council {S.O. 4.d (x)}.

The quorum of a Committee or Sub-Committee shall not be less than three Members. ADDITIONAL NOTE: A Committee may arrange for the discharge of its functions by a sub-committee - LGA 1972 - S.101(2).

The Town Clerk reminded Members that the Mayor and Deputy Mayor would be Ex-officio to the Policy and Resources Committee only.

The Town Clerk took the opportunity to verbally report on the three options proposed within the report for the allocation of seats to the Independent Members of the Council. One Councillor conceded the situation was 'tricky', and that it would have been easier to delegate places if the Independent Members had formed a group rather than standing individually. Having Committees almost as large as Full Council was also referenced as being 'not ideal'. It was proposed and seconded that Option 2, as detailed in the report, be progressed. Rather than including non-aligned Members in the initial calculation or allocation of seats, they would instead be assigned the remaining "left-over" seats once the political Groups had taken their allocations.

Another Councillor sought advice from the Town Clerk, believing that Option 3 would fall more in-line with what the Town Council had done in the past with allocations. This option would see non-aligned Members not included at all and the initial calculation would be carried out as if the Council had, in effect, only Councillors who were members of a Group. Therefore, no non-aligned Members would receive any Committee seats unless they were unilaterally donated by a Group Leader, which would need Council approval and confirmation of the maximum number of seats that would be available to non-aligned Members per Committee. As it stood, there was only a seat vacant on the Planning and Licensing Committee, meaning that no places would be available for non-aligned Members on either of the other Committees. However, Option 3 would allow the allocation of two seats for the 'Independent' Members, on each Committee, taking the number of Members on each Committee back up to ten, as had been the case for the past year.

Members discussed that in recent years, politics has been largely 'put aside', with all Members coming together, working positively for the good of the Town. To ensure this continued, and with each of the Independent Councillors having been democratically elected to represent their ward, it was felt that the offering of one place on the Planning and Licensing Committee only, was not the fairest nor most democratic outcome. With this in mind, the initial proposal for Option 2 was withdrawn by the proposer and with the agreement of the seconder.

Whilst supporting Option 3, in principle, a Councillor raised concern with any potential future By-Elections, questioning how losing one of the non-aligned Members may affect the proportionality of committee places. The Town Clerk advised it would be her suggestion that, should any By-Election take place, the allocation of committee places would need to be reassessed by Full Council, regardless of the political party.

It was, therefore, proposed and seconded that Option 3 be adopted with an allocation of two seats per Committee being offered to the three non-aligned Members of the Council, taking the total number of places on each Committee to 10.

11.1 The Council **RESOLVED** to appoint two non-aligned Members to each Committee, with the following Independent Members assigned to the Committees as follows:

- Policy and Resources Committee – Cllrs. Dawes and Goodheart
- Planning and Licensing Committee – Cllrs. Dawes and Goodheart
- Environmental and Leisure Committee – Cllrs. Dawes and Woodall

11.2 The Council **RESOLVED** to appoint Members to Committees as detailed in **Appendix 1** in addition to the appointments above.

11.3 Cllr. Waterhouse was proposed and seconded as Chair of the Policy and Resources Committee. It was unanimously **RESOLVED** to appoint Cllr. Waterhouse as Chair of the Policy and Resources Committee.

Cllr. Wells was proposed and seconded as Vice-Chair of the Policy and Resources Committee. It was unanimously **RESOLVED** to appoint Cllr. Wells as Vice-Chair of the Policy and Resources Committee.

11.4 Cllr. Mrs. Warr was proposed and seconded as Chair of the Planning and Licensing Committee. It was unanimously **RESOLVED** to appoint Cllr. Mrs. Warr as Chair of the Planning and Licensing Committee.

Cllr. Barrett was proposed and seconded as Vice-Chair of the Planning and Licensing Committee. It was unanimously **RESOLVED** to appoint Cllr. Barrett as Vice-Chair of the Planning and Licensing Committee.

11.5 Cllr. Batley was proposed and seconded as Chair of the Environmental and Leisure Committee. It was unanimously **RESOLVED** to appoint Cllr. Batley as Chair of the Environmental and Leisure Committee.

Cllr. Dawes was proposed and seconded as Vice-Chair of the Environmental and Leisure Committee. It was unanimously **RESOLVED** to appoint Cllr. Dawes as Vice-Chair of the Environmental and Leisure Committee.

12. TO APPOINT REPRESENTATIVES TO OTHER 'OUTSIDE' BODIES (LIST ATTACHED TO AGENDA)

The Town Clerk's report including the list of previously appointed Town Council Representatives to 'Outside' Bodies as appended, was **NOTED**.

To ensure a quicker, more efficient, process in making appointments, as had proven successful last year, Councillors currently appointed as Representatives or Reserves to 'Outside' Bodies, were emailed in advance of the meeting, to ascertain if they wished to continue in their positions, to enable decisions on appointments to be made 'en bloc'. The outcome of this resulted in five vacancies.

- 12.1** Following confirmation on the regularity of these meetings, a nomination for Cllr. Batley was proposed and seconded as the Representative to Arun Supporting Families Locality Group.
Following a vote, it was **RESOLVED** that Cllr. Batley be appointed as the Representative to Arun Supporting Families Locality Group.
- 12.2** The Town Clerk advised that Cllr. White had, prior to the meeting, expressed an interest in being the Representative to the Bognor Regis Heritage and Arts Partnership Board. Following a vote, it was **RESOLVED** that Cllr. White be appointed as a Representative to the Bognor Regis Heritage and Arts Partnership Board.
- 12.3** Cllr. Stanley nominated himself as Representative to the Chichester Chamber of Commerce. A nomination for Cllr. Dawes was also proposed and seconded. Cllr. Stanley therefore withdrew himself from consideration. Following a vote, it was **RESOLVED** that Cllr. Dawes be appointed as the Representative to Chichester Chamber of Commerce and industry.
- 12.4** A nomination for Cllr. Waterhouse was proposed and seconded as the Reserve to Southdowns Music Festival. Following a vote, it was **RESOLVED** that Cllr. Waterhouse be appointed as the Reserve to Southdowns Music Festival.
- 12.5** The Town Clerk advised that Cllr. White had, prior to the meeting, expressed an interest in being the Representative to The 39 Club. Following a vote, it was **RESOLVED** that Cllr. White be appointed as a Representative to The 39 Club.
- 12.6** Members unanimously **RESOLVED** the list of Councillor Representatives to the 'Outside' Bodies for the 2025/2026 Municipal Year, as amended and attached as **Appendix 2**.

13. TO CONFIRM BANK SIGNATORIES

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

Members unanimously **RESOLVED** that:

- All Councillors would continue to be bank signatories, unless individual written notice expressing a wish not to be a signatory had been received previously by the Town Clerk;
- The signatories for the Mayor's Charity Account will be amended to reflect the newly elected Mayor and Deputy Mayor as signatories for their year in office (subject to their agreement at being signatories);
- The Resolutions as detailed will continue to apply for all Town Council accounts.

14. TO RATIFY CONTINUANCE OF THE CURRENT POLICY THAT VERIFICATION OF BANK RECONCILIATIONS WILL BE COMPLETED BY ANY OF THE CURRENT BANK SIGNATORIES EXCLUDING THE CHAIR OR VICE-CHAIR OF THE POLICY AND RESOURCES COMMITTEE IN LINE WITH FR 2.6

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

Members unanimously **RESOLVED** to **RATIFY** the continuance of the current policy that verification of bank reconciliations will be completed by any of the current bank signatories excluding the Chair or Vice-Chair of the Policy and Resources Committee appointed in any municipal year, in line with FR 2.6 of the Financial Regulations.

Members **NOTED** that this will be reviewed on an annual basis at the Annual Town Council Meeting to seek ratification of its continuance for the following municipal year.

15. TO NOTE THE CALENDAR OF MEETINGS FOR 2025/2026 INCLUDING TO AGREE THE START TIME OF PLANNING AND LICENSING COMMITTEE MEETINGS

The Town Clerk's report, including the Calendar of Meetings for 2025/2026 as appended, was **NOTED**.

15.1 Following a vote, it was unanimously **RESOLVED** to **AGREE** that the start time of the Planning and Licensing Committee Meetings remain at 4.00pm for the 2025/2026 Municipal Year.

16. TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 10th MARCH 2025

The Minutes of the Council Meeting held on 10th March 2025 were unanimously **APPROVED** by the Council as a correct record and were signed by the Chair.

17. WRITTEN QUESTIONS FROM COUNCILLORS

There were no questions from Councillors.

18. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no questions, therefore the meeting was not adjourned.

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

There were no written dispensation requests received from Town Councillors.

20. TO RECEIVE AND CONSIDER REPORTS, MINUTES AND RECOMMENDATIONS OF COMMITTEES (OTHER THAN ANY SPECIFIC ITEMS ON THIS AGENDA)

Cllr. Stanley redeclared his Ordinary Interest, owing to his employment

21. Policy and Resources Committee Meeting of 31st March 2025 and Extraordinary Committee Meetings of 14th April and 7th May 2025

The Chair of the Committee, Cllr. Waterhouse reported.

21.1 Min. 147 refers – Recommendation that the Internal Audit Report 2024/25 (Interim Update) be approved

Noting that no actions are required, Members unanimously **RESOLVED** to **APPROVE** the Internal Audit Report 2024/25 (Interim Update).

21.2 Min. 151 refers – Recommendation to adopt the Terms of Reference for the Bognor Regis Town Hall Working Party

Members unanimously **RESOLVED** to **ADOPT** the Terms of Reference for the Bognor Regis Town Hall Working Party.

22. Planning and Licensing Committee Meetings of 18th March, 8th and 29th April 2025

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

23. Environmental and Leisure Committee Meeting of 24th March 2025

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

24. 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'.

25. TO NOTE THE LIST OF PAYMENTS AND TRANSFERS MADE IN FEBRUARY AND MARCH 2025 AND TO NOTE THE BALANCES, BANK RECONCILIATIONS AND FINANCIAL REPORTS (APRIL 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 February and March 2025 and to note the balances, bank reconciliations and financial reports (April not yet available) and outturn and approval of the contents and their publication'.

26. TO RECEIVE ANY FEEDBACK FROM THE COUNCILLOR DROP-IN SURGERY HELD ON 10th APRIL 2025 AND TO NOTE A CHANGE OF DATE FOR THE SURGERY DUE TO TAKE PLACE ON FRIDAY 3rd OCTOBER 2025 AT BOGNOR REGIS RAILWAY STATION (MIN. 165 REFERS)

Cllr. Stanley redeclared an Ordinary Interest, owing to his employment

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

Those who were present at the Councillor Drop-In Surgery reported on its success, with many members of the public stopping to engage with Councillors and ask questions. This was in stark contrast to the Online Community Open Forums, which Members again concurred were largely unsuccessful. The location at London Road, coupled with the Railway Station, where a Surgery will be hosted later in the year, were cited as the perfect locations for these types of events.

It was **NOTED** that the Councillor Drop-In Surgery previously agreed to take place at the Railway Station on Friday 3rd October 2025, between 12pm and 2pm, has been rescheduled to Friday 19th September, at the same time.

27. TO RECEIVE ANY UPDATES ON REGENERATION IN THE TOWN INCLUDING REPORT FROM CLLR. NASH

Cllr. Nash gave a verbal report to Members.

Starting with the Premier Inn, he advised that the project was 'pushing forward', with the intended opening to take place in November 2025, in time for the Christmas period.

The first phase of the Regis Centre works was running slightly ahead of schedule, with completion due in June/July 2026. Regarding phase 2, at the previous Brewers Fayre site, money has been received from the WSCC Business Rate Pool, with much to be considered over the next two to three years including potential plans for the car park, such as a new multi-story facility.

The recent presentations, both in person and online, in relation to the improvements at The Arcade had proved popular. Cllr. Nash stated that the plans were, in his opinion, 'very impressive', with 35 accommodation units being planned on the first and second floors, in addition to improvements to the ground floor area. Whilst some of the current retailers in The Arcade had expressed concerns over problems encountered, in part due to the lack of footfall due to the ongoing Regis Centre project, it was reported that solutions were being discussed with ADC to try to mitigate feelings of discontent.

The Wayfinding project, having come to fruition, added colour and vibrancy to the Town and surrounding areas and was well received.

The Esplanade Public Realm Improvement Works had now been completed, although mixed opinions had been expressed as to the effectiveness of some of this work.

Work was ongoing with The Fishermen's Quarter (next to the Pier), with the

hope that new buildings, including an Educational Centre, storage facility, and lobster hatchery amongst others, could really attract some interest to this area of Town and heritage. With the Rampion 2 project now approved by the government, a Visitors Centre, in addition to the above proposals, would be a huge draw, which Cllr. Nash hoped the Town Council may be able to support when the time came.

The Blake Project was progressing well with the hope that a Welcome Centre could be created in Bognor Regis with a bus taking visitors to the cottage in Blakes Road, Felpham.

Lastly, Cllr. Nash spoke of the recent news that work had now started to install hoarding around the empty Waterloo Square site, which had been an eyesore for many years. An agreement was being discussed with the current lessees at Waterloo Square, with a deadline for completion set by the ADC Economy Committee, following which other measures may have to be considered. A Councillor queried who was paying for the new hoarding, with Cllr. Nash confirming it will be the lessees and not the District Council.

Following a question about whether the proposals for the Blake Project Welcome Centre could somehow be incorporated into future plans for the southern end of the Regis Centre site, Cllr. Nash advised that the project was due for completion in 2027, to mark an important anniversary of Blake's death. The timescales were, therefore, unlikely to match up on this specific site. However, Cllr. Nash suggested other possibilities for the location of the Centre, which could be considered, including using a commercial unit in the Town, such as the old NatWest Bank, or perhaps the renting of one of the new studios at the Regis Centre.

A Member asked Cllr. Nash if he could push Arun on plans for improvements to the current state of the Ancient Mariner Hotel and the Pier Hotel, after both the Planning department and Planning Enforcement at ADC, had advised that nothing else could be done. To date, a response is still awaited from Building Control, but progress is not forthcoming. Cllr. Nash was aware that the Ancient Mariner Hotel had recently changed management and understood that a planning application for development was awaited. Referencing the Pier Hotel, Cllr. Nash agreed it is well below par, and that ADC would need to look at all options to ensure improvements were made, with landlords having a big part to play in this generally around the Town.

Lastly, a Councillor queried the status of the Carlton Hotel, now that it seemed to have been closed down. Cllr. Nash advised that the freeholder of the hotel took back the premises when the previous lessee left, but that he had not received any further news.

Members were thankful for the updates and pleased with the progress being seen on so many of these projects, some of which had been long-awaited.

28. TO NOTE OUTGOING MAYOR'S REPORT AND DUTIES UNDERTAKEN

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

29. TOWN CRIER'S REPORT AND DUTIES UNDERTAKEN

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

30. 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.

30.1 Cllr. Miss. Needs – Bognor Community Meetings; Bognor Regis Concert Band (President); Stonepillow (Patron)

Cllr. Miss. Needs advised that she and Cllr. Mrs. Yeates attended the latest Arun Flood Forum in April and a report had been prepared, which she would forward to the Town Clerk, for circulation to all Councillors.

30.2 Cllr. Mrs. Yeates – Arun District Association of local Councils (ADALC); Bognor Community Meetings; Bognor Regis Heritage and Arts Partnership Board.**31. TO RECEIVE A REPORT FROM OFFICERS FOLLOWING ANY ATTENDANCE AT THE MONTHLY ARUN PARISH MEETING WITH THE NEIGHBOURHOOD POLICING TEAM**

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

Cllr. Wells spoke about a meeting that was to be held in the coming days, bringing together businesses, the Police and various other stakeholders, to hopefully finally address and get action for the increase in issues experienced in the Town and particularly around the Town Centre, following months of ongoing pressure. He and other Councillors cited this moment as a 'turning point', with many agreeing that headway is being made between the various agencies and Sussex Police, who, it is, hoped will put in place additional resources to tackle crime in the area. Whilst presence by way of Wardens in the Town is positive, it was felt that prolonged and focused action was required to ensure that any improvements could be sustained.

Many Councillors shared stories of residents expressing feelings of being unsafe coming into and walking around the Town. The importance of everyone involved understanding their remits, particularly the Business Warden and the Community Warden was discussed, along with the requirement for collaborative work and clear instruction from the Police, whilst ensuring lines of communication used, such as radios, are always turned on and audible. Whatever measures are put in place through these meetings, it was generally agreed that without effective forms of communication, they will struggle to make an impact.

A Member continued that whilst it was an exciting time for the Town, with the regeneration projects reported earlier in the meeting, the most important work the Town Council can implement, is helping residents and visitors feel safe and secure visiting Bognor Regis. Evenings and early mornings were mentioned as particularly problematic times in the Town Centre. Whilst businesses currently operate a 'Shop Watch' programme, the same could no longer be said for pubs,

who, it was believed, have no form of communication with each other.

A Member advised that they were currently pushing for a 'Bognor Watch' style programme, whereby all retailers, including pubs, can have an open form of radio communication, to share information on problematic customers. This would be particularly helpful as shops are shutting, and pubs are preparing to receive more customers, to ensure they are fully aware of any individuals who may have already been causing issues during the day. With a new nightclub opening, this would be a great opportunity to improve the night-time economy in the Town, encouraging students from the local university to come into Bognor Regis in the evening, whilst making sure it's a safe environment for everyone.

32. TO RECEIVE CORRESPONDENCE

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

33. PICTUREDROME SITE UPDATE INCLUDING: DIRECTOR'S REPORT, ANY URGENT ACTIONS TAKEN FOR RATIFICATION; TO CONFIRM BANK SIGNATORIES AS THE COMPANY DIRECTOR PLUS ANY TWO SIGNATORIES FROM THE TOWN COUNCIL ACCOUNTS

Members thanked Town Force for their hard work at the Picturedrome over recent months, which had significantly improved the outside appearance of the building. The Town Clerk advised that due to issues with the cherry picker, work had slowed down recently. With the summer planting season just around the corner, the team will have less time to dedicate to the Picturedrome but works will continue to be ongoing when possible.

33.1 Director's report, any urgent actions taken for ratification

The previously circulated Director's report was **NOTED**, with the actions taken, and expenditure **RATIFIED**.

33.2 To confirm bank signatories as the Company Director plus any two signatories from the Town Council accounts

Members unanimously **CONFIRMED** that the signatories to The Bognor Pier Company Ltd. accounts are the Company Director plus any two signatories from the Town Council accounts.

The Meeting closed at 7.53pm

TOWN COUNCIL COMMITTEES

POLICY AND RESOURCES COMMITTEE

Mayor (Ex Officio)	Mrs Gill Yeates (LD)
Deputy Mayor (Ex Officio) Vice Chair	Paul Wells (LD)
	John Barrett (LD)
	Danny Dawes (Ind)
	Steve Goodheart (Ind)
	Francis Oppler (LD)
	Nigel Smith (L)
	Mrs Jeanette Warr (LD)
Chair	Bob Waterhouse (LD)
	Michelle White (L)

PLANNING AND LICENSING COMMITTEE

Vice Chair	John Barrett (LD)
	Danny Dawes (Ind)
	Steve Goodheart (Ind)
	Miss Claire Needs (LD)
	Paul Ralph (LD)
Chair	Mrs Jeanette Warr (LD)
	Bob Waterhouse (LD)
	Michelle White (L)
	Mrs Gill Yeates (LD)
Vacancy (L)	

ENVIRONMENTAL AND LEISURE COMMITTEE

Chair	Kenton Batley (LD)
Vice Chair	Danny Dawes (Ind)
	Roger Nash (L)
	Miss Claire Needs (LD)
	Paul Ralph (LD)
	Matt Stanley (LD)
	Mrs Jeanette Warr (LD)
	Paul Wells (LD)
	Michelle White (L)
	Phil Woodall (Ind)

Sub-Committees and Working Parties

BOGNOR REGIS IN BLOOM WORKING GROUP

Membership to be agreed by the Environmental and Leisure Committee.

ALLOTMENTS SUB-COMMITTEE

Current Membership: All current Environmental and Leisure Committee Members.

TOWN COUNCIL REPRESENTATIVES TO 'OUTSIDE BODIES' 2025/26

Arun Supporting Families Locality Group	Representative	Cllr. K. Batley
Arun District Association Local Councils (ADALC)	Representative Representative	Cllr. S. Goodheart Cllr. Mrs. G. Yeates
Bognor & Bersted United Charities	Ex officio Trustee, whilst a Town Council Member until the end of present administration	Cllr. Mrs. J. Warr
Bognor Community Meetings	Representative Representative	Mayor Deputy Mayor
Bognor Regis BID Board	Officer Only	-
Bognor Regis Town Centre Forum Group	Representative Reserve Senior Officer	Cllr. P. Wells Cllr. S. Goodheart
Bognor Regis BID Town Centre Task Force Delivery Group	Officer Only	-
Bognor Regis Carnival Association	Representative	Cllr. P. Woodall
Bognor Regis Concert Band	President	Mayor
Bognor Regis Heritage & Arts Partnership Board	Representative Representative Representative Reserve Reserve	Cllr. S. Goodheart Cllr. J. Barrett Cllr. M. White Cllr. B. Waterhouse Cllr. Mrs. G. Yeates
Bognor Regis Seafront Lights	Representative	Cllr. Mrs. J. Warr
Bognor Regis Twinning Association	Representative	Cllr. S. Goodheart
Bognor Regis Youth & Community Centre	Representative	Cllr. P. Wells
Chichester Chamber of Commerce	Representative	Cllr. D. Dawes
Grandad's Front Room	Representative	Cllr. P. Wells
Rampion 2 Community (Coastal) Project Liaison Group	Representative Reserve	Cllr. J. Barrett Cllr. P. Wells
Southdowns Music Festival	Representative Reserve	Cllr. S. Goodheart Cllr. B. Waterhouse
Stonepillow (Christian Care Association)	Patron Representative	Mayor Cllr. J. Barrett

May 2025

Sussex Police Focus Group	Representative Officer	Cllr. P. Wells
The 39 Club	Representative	Cllr. M. White
West Sussex ALC Ltd	Representative Representative	Cllr. S. Goodheart Cllr. P. Wells