BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE MEETING OF THE ENVIRONMENTAL AND LEISURE COMMITTEE HELD ON MONDAY 9th NOVEMBER 2026

PRESENT: Cllr. K. Batley (Chair); Cllrs: P. Botterill, R, Nash, Miss. C. Needs, F. Oppler, P. Ralph, M. Stanley, Mrs. J. Warr, M. White and P. Woodall

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

The Meeting opened at 6.50pm

49. WELCOME BY 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.

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

No apology for absence was received from Cllr. D. Dawes and this absence could not, therefore, be approved.

51. 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 whether it is a Disclosable Pecuniary, Other Registrable or Ordinary Interest
b) the nature of the Interest
c) if it is an Ordinary Interest whether they intend to temporarily leave the meeting for the discussion and vote
d) 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.

Cllrs. K. Batley, R. Nash, Miss. C. Needs, F. Oppler, M. Stanley and Mrs. J. Warr declared an Ordinary Interest in Agenda Item 8 as a Member of Arun District Council

52. TO APPROVE THE MINUTES OF THE ENVIRONMENTAL AND LEISURE COMMITTEE MEETING HELD ON 14th SEPTEMBER 2026

The Committee unanimously **RESOLVED** to **APPROVE** the Minutes of the Environmental and Leisure Committee Meeting held on 14th September 2026, as an accurate record and the Chair duly signed them.

53. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

The Chair adjourned the Meeting at 6.53pm

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

A Member seated in the public gallery made a brief statement referencing the Motion regarding the Brewers Fayre site, due to be discussed later in the meeting. It was stated that, following recent decisions taken by Arun District Council relating to the site, the Proposer of the Motion wished to withdraw it.

The Chair reconvened the Meeting at 6.54pm

54. CLERK'S REPORT FROM PREVIOUS MINUTES

54.1 13th July 2026 – Min 21. Adjournment for Public Question Time and Statements

Contrary to the Which? Report of July 2026, criticising Bognor Regis as the "worst seaside town" for the second consecutive year, subsequently reported by Sussex Press across West and East Sussex on 29th September 2026, the research findings of My Home Move Conveyancing, declared Bognor Regis to be amongst the "best seaside towns in England and Wales to move to in 2027".

The research included average house price, number of available properties, summer temperature, happiness and life satisfaction. Of the 108 coastal towns in England and Wales, six towns in Sussex featured in the top twenty - three in West Sussex and three in East Sussex.

Bognor Regis was ranked the highest of all Sussex towns and listed overall in sixth place. The other towns were Littlehampton and Worthing in West Sussex, and Eastbourne, Hastings and Bexhill in East Sussex.

55. BOGNOR REGIS IN BLOOM WORKING GROUP - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 2nd SEPTEMBER 2026 INCLUDING: -

The Committee Clerk's report, including the appendix relating to the Notes of the Bognor Regis In Bloom Working Group Meeting held on 2nd September 2026, was **NOTED**.

55.1 To note expenditure of £12.00 plus VAT for the purchase of a bamboo plaque for the Best New Entrant category award (Min. 5.1 refers)

Members, following the recent change to the Terms of Reference, **NOTED** expenditure of £12.00, excluding VAT for a bamboo plaque for the Best New Entrant category award.

56. TO CONSIDER THE MOTION PROPOSED BY CLLR. J. BARRETT – "PRESENT & FUTURE DEVELOPMENT OF TOURISM IN THE BOGNOR REGIS AREA" REFERRED FROM THE COUNCIL MEETING HELD ON 7th SEPTEMBER 2026 (MIN. 94.1 REFERS)

Owing to the statement made by the Member seated in the public gallery earlier in the meeting, in relation to the withdrawal of the Motion, Members did not discuss the matter.

Instead, the Proposer of the Motion, Cllr. Barrett, would be asked to submit to the Clerk, in writing, their wish to withdraw their Motion. Once received, this would then be reported at a future Committee Meeting at which Members will be asked to note the withdrawal of the Motion.

57. TO CONSIDER THE COSTINGS IN DELIVERING THE 2027 EVENTS LEAFLET IN THE TOWN TO THE WIDER WEST SUSSEX AREA, DEFERRED FROM THE PREVIOUS MEETING HELD ON 14th SEPTEMBER 2026 – MIN. 45 REFERS

The Committee Clerk's report, including the cost scenarios and distribution list by area appended to the report, was **NOTED**.

Following debate on value for money, budgetary restraints, wider publicity, area profile and cost differential, Members **AGREED** Option 2, the production, publication and delivery of 45,000 Events leaflets for the 2027

season at an estimated cost of £5,384 to be funded from the 2027/2028 Publicity and Promotions Budget.

58. <u>TO RATIFY EXPENDITURE FROM THE PUBLICITY AND PROMOTION BUDGET 2026/2027 INCLUDING: -</u>

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

58.1 £1,005 excluding VAT for supply and installation of rainbow bunting in the Town Centre - Min. 7.4 refers

Members unanimously **RESOLVED** to **RATIFY** expenditure of £1,005 excluding VAT, in part payment for the supply and installation of rainbow bunting in the Town Centre, to be funded from the Publicity and Promotion Budget 2026/2027.

59. <u>PROPOSALS AND REQUIRED BUDGETS FOR 2027/2028 FOR RECOMMENDATION TO THE POLICY AND RESOURCES COMMITTEE INCLUDING: ALLOTMENTS, BOGNOR REGIS IN BLOOM, PUBLICITY AND PROMOTION, YOUTH PROVISION, AND CHRISTMAS ILLUMINATIONS</u>

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

59.1 Members **AGREED** to **RECOMMEND** the 2027/2028 Allotments Competition Budget be set at £300, allowing for enhanced prize provision and promotion of the competition to encourage participation and potential sponsorship.

59.2 Members **AGREED** to **RECOMMEND** that a 2027/2028 Allotments Subscriptions Budget be created and set at £100, to provide for renewal of membership of the National Allotment Society, including access to advice, support and resources.

59.3 Members **AGREED** to **RECOMMEND** the 2027/2028 Allotments Gravits Lane Maintenance Budget be increased from £750 to £950, to meet forecast maintenance expenditure with an allowance for inflation.

59.4 Members **AGREED** to **RECOMMEND** the 2027/2028 Gravits Fencing Budget be set at £1,600, to provide new security fencing and removal of earth mounds adjacent to Plots 1, 8 and 9a, to improve site security and deter break-ins, theft and damage. Although recommending budget provision, efforts will be made to secure external funding to support these works, as an alternative.

59.5 Members **AGREED** to **RECOMMEND** the 2027/2028 Gravits Refuse/Waste Disposal Budget be set at £1,450, to provide for skip hire and a one-off hire of a woodchipper, encouraging clearance of accumulated waste and vegetation. Provision of skips would be subject to suitable on-site access and placement, with mulch produced to be made available for the exclusive use of registered allotment holders.

59.6 Members **AGREED** to **RECOMMEND** the Bognor Regis In Bloom Competition Expenses Budget for 2027/2028 be increased from £2,450 to £2,750, to support competition expenses, venue hire with in-house catering, and continued sponsorship of the Christmas tree at the Railway Station. The budget would also provide for hire of an apple press for a Community Day and a promotional feather flag.

For Environmental Projects, future budgetary provision would be sought through requests to the Planning and Licensing Committee for funding from the Town Council's CIL budget, as and when projects materialise.

59.7 Members **AGREED** to **RECOMMEND** the 2027/2028 Publicity and Promotion Budget be set at £7,500, to support production and distribution of the Events Leaflet, seasonal bunting, the electronic newsletter and seafront shelter posters, together with other initiatives promoting the town.

59.8 Members **AGREED** to **RECOMMEND** the 2027/2028 Christmas Illuminations Equipment Maintenance Budget be increased from £40,000 to £42,700, to meet the costs of the third year of the Christmas Illuminations contract and associated activities, including column testing, additional displays, Christmas trees and delivery, with an allowance for inflation on non-tendered activities.

59.9 Members **AGREED** to **RECOMMEND** the 2027/2028 Youth & Young Persons Budget be set at £25,000, to continue supporting activities and services for young people in the town. The full £25,000 available in 2026/2027 had been awarded, leaving no underspend to carry forward into 2027/2028.

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

The Committee Clerk's report, detailing the representation made on behalf of the Town Council in response to the single application received, was **RATIFIED**.

61. CORRESPONDENCE

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

The Meeting closed at 7.18pm