



# BOGNOR REGIS TOWN COUNCIL

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## MINUTES OF THE EXTRAORDINARY POLICY AND RESOURCES

### COMMITTEE MEETING

HELD ON MONDAY 12<sup>th</sup> JANUARY 2026

**PRESENT:**

Cllr. B. Waterhouse (Chair); Cllrs: J. Barrett, D. Dawes, S. Goodheart, N. Smith, Mrs. J. Warr, M. White and Mrs. G. Yeates

**IN ATTENDANCE:**

Mr. M. Hirst (Deputy Clerk)  
1 member of the public

*The Meeting opened at 6.31pm*

**127. 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.

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

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

Apologies for absence from Cllr. F. Oppler had not been received in time to be reported at the meeting, therefore, this absence was not approved.

**129. 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.

***Cllr. D. Dawes declared an Ordinary Interest in Agenda items 5 and 6 regarding applicants Blueprint Youth UK, Bognor Coastal Art Trail (BCAT), Bognor Regis Foodbank, Bognor Regis Youth & Community Centre, Bognor Regis Shopmobility, Bognorphenia CIC, and West Sussex Guitar Club and stated that he would not vote or take part in discussion regarding these applicants. Cllr. D. Dawes also declared a Disclosable Pecuniary Interest in Agenda items 5 and 6 regarding the applicant Grandad's Front Room CIC and stated that he would leave the room when this application was discussed and voted on***

***Cllr. S. Goodheart declared an Ordinary Interest in Agenda items 5 and 6 regarding applicants Bognor Coastal Art Trail (BCAT), Bognor Regis Twinning Association, Bognor Regis Youth & Community Centre, Bognorphenia CIC and Rox Music & Arts Organisation and stated that he would not vote or take part in discussion regarding these applicants***

***Cllr. Mrs. G. Yeates declared an Ordinary Interest in Agenda items 5 and 6 regarding applicants 2351 Sqn (Bognor Regis) Air Cadets, Bognor Regis Twinning Association, Grandad's Front Room CIC, RAFA Branch Club 381 Bognor Regis, St Wilfrid's Hospice and West Sussex Guitar Club and stated that she would not vote or take part in discussion regarding these applicants***

## **130. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS**

***The Chair adjourned the Meeting at 6.34pm***

The member of the public present was afforded the opportunity to address Members directly on their Grant Aid applications, including their intentions for use of the funds, should their application be successful.

A representative of 60 Minutes of Classical Music reported that two concerts were held each month, typically with a different pianist and programme at each event. Significant value for money had been achieved, with £1,000 of previous Grant Aid funding enabling performances valued at approximately £14,000, featuring a number of high-profile musicians. The trombone learning group continues to operate successfully, and an opera night was delivered. Attendance remains strong, with audiences drawn from both within and outside the town. Members noted that the programme represents a good use of funding and continues to deliver positive outcomes.

***The Chair reconvened the Meeting at 6.37pm***

## **131. CONSIDERATION OF PARTNERSHIP FUNDING APPLICATIONS**

The Deputy Clerk detailed the applications identified for consideration under Partnership Funding, along with the amount of funding available to be awarded.

Members discussed the Chair's recommendations for consideration of Partnership Funding, which had been identified from the Grant Aid applications received for 2026. These were the Bognor Regis Armed Forces Day Committee, Bognor Regis Foodbank and Bognor Regis Youth and Community Centre. Members supported these recommendations, agreeing that they best fitted the partnership criteria.

The Chair suggested liaison should be held with the relevant organisations, to ensure these partnership proposals are in line with what the organisations are proposing to achieve with any funding provided and best value can be attained.

***Cllr. Goodheart redeclared his Ordinary Interest in the Bognor Regis Youth & Community Centre, neither taking part in the discussions relating to this application, nor voting***

Following the discussion, Members **RESOLVED** to **AGREE** to enter into a three-year Partnership Funding Agreement with the Bognor Regis Armed Forces Day Committee, Bognor Regis Foodbank and Bognor Regis Youth and Community Centre, thus enabling liaison with the applicants once the agreement is reached on the funding levels to be awarded over the 3-year period. Final ratification of the level of funding to be awarded will be conducted by the Policy and Resources Committee at the next meeting.

## **132. CONSIDERATION OF GRANT AID FUNDING FOR 2026**

The Chair reported that over £82,000 had been requested from the 25 applications received for Grant Aid 2026, with the budget having once again been set at £15,000.

Members considered each application for Grant Aid, with regard given to the criteria set and the document checklist, which detailed what documents had been supplied with each application. Where organisations had failed to provide the documentation required by the Grant Aid Policy, Members agreed that to provide funding in spite of this could set a precedent for future years.

It was felt that several organisations may have been better suited to apply to the Youth and Young Persons Budget, and that clearer advertising of both grant schemes could improve future applications. Members also considered the level of reserves held by some applicant organisations and their suitability for funding.

### ***Cllr. Warr left the Meeting***

Following an initial review of all the Grant Aid 2026 applications, including the Chair's recommendations for each, Members revisited the applications and reaffirmed their decisions.

Cllrs. Dawes, Goodheart and Mrs. Yeates did not take part in either the discussion or vote, in relation to the organisations for which they had earlier declared an interest.

### ***Cllr. Dawes left the Meeting***

Members **RESOLVED** to **APPROVE** the Grant Aid 2026 awards, as summarised to Members by the Deputy Clerk, and as attached to the Minutes as **Appendix 1**.

***The Meeting closed at 7.36pm***

Extraordinary P&R Committee Meeting 12<sup>th</sup> January 2026  
Appendix 1

Applicant		Amount Requested Grant Aid 2026	P&R Decision for Grant Aid 2026	Comments
1	4 Sight Vision Support	£13,430.00	£1,000	
2	60 Minutes of Classical Music	£2,640.00	£1,250	
3	2351 Sqn (Bognor Regis) Air Cadets	£1,500.00	£1,500	
4	Arun Arts Company Ltd	£852.00	£500	
5	Arun Counselling Centre	£500.00	£500	
6	Blueprint Youth UK	£2,200.00	£0	
7	Bognor Coastal Arts Trail	£1,500.00	£1,000	
8	Bognor Regis Armed Forces Day Committee	£2,200.00	N/A	Partnership Funding
9	Bognor Regis Foodbank	£7,275.00	N/A	Partnership Funding
10	Bognor Regis South Girl Guides	£200.00	£200	
11	Bognor Regis Twinning Association	£900.00	£500	
12	Bognor Regis Youth & Community Centre	£15,000.00	N/A	Partnership Funding
13	Bognor Regis Shopmobility	£1,000.00	£500	
14	Bognorphenia CIC	£2,500.00	£0	
15	Chichester Forest Schools	£1,000.00	£500	
16	Girlguiding Bognor Regis Division	£500.00	£500	
17	Grandad's Front Room CIC	£2,700.00	£1,500	
18	Home-Start Arun, Worthing & Adur	£1,500.00	£0	
19	Lifecentre	£5,184.00	£0	
20	RAFA Branch Club 381 Bognor Regis	£1,500.00	£800	
21	Rox Music & Arts Organisation	£3,000.00	£1,000	
22	Saint Wilfrid Church	£5,000.00	£0	
23	South Coast Sports Coastal CIC	£8,187.50	£1,500	
24	St Wilfrid's Hospice (South Coast) Ltd	£2,000.00	£1,750	
25	West Sussex Guitar Club	£500.00	£500	
	<b>Total Amount Awarded</b>		<b>£15,000</b>	
	Unallocated		<b>£0</b>	