



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK, Joanne Davis, The Town Hall, Clarence Road,
Bognor Regis, West Sussex, PO21 1LD
Telephone: 01243 867744
E-mail: clerk@bognorregis.gov.uk

MINUTES OF THE EXTRAORDINARY MEETING OF THE TOWN COUNCIL OF BOGNOR REGIS HELD ON MONDAY 27th JULY 2026

PRESENT: Mayor: Cllr. P. Ralph; Cllrs: J. Barrett, P. Botterill,
D. Dawes, N. Smith, P. Wells, M. White and P. Woodall

IN ATTENDANCE: Mrs. J. Davis (Town Clerk)
Mr. M. Hirst (Deputy Clerk)
Mr. D. Kemp (DCK Accounting Solutions Ltd.)

The Meeting opened at 8.29pm

73. 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.

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

Apologies for absence were received from Cllrs. Batley, Nash, Miss. Needs and Oppler, with the Town Clerk recommending that the reasons given were acceptable. These absences were therefore unanimously **APPROVED** by Members.

75. 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

76. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no members of the public seated in the gallery, therefore the meeting was not adjourned.

77. TO RESOLVE TO MOVE TO CONFIDENTIAL BUSINESS (S.O. 3d) (CONTRACTUAL)

The Committee **RESOLVED** that in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw (S.O. 3d) - Agenda item 6 (contractual).

78. TO RECEIVE A REPORT REGARDING A POTENTIAL PROPERTY ACQUISITION AND TO AGREE FURTHER ACTIONS

Members received the recommendations of the Policy and Resources Committee (Min. 69 of the meeting held on 27th July 2026 refers), following its consideration of the recommendations of the Bognor Regis Town Hall Working Party (Min. 5 of the meeting held on 29th July 2026 refers).

Members **RESOLVED** to **AGREE** the recommended Business Plan and formal offer for the acquisition of Bognor Regis Town Hall by the Town Council.

Members **AGREED** that Delegated Authority be given to the Town Clerk to send the proposed letter, detailing the formal offer, to the Chief Executive of Arun District Council, alongside the approved Business Plan.

The recommended membership of the Town Council's negotiating party, should discussions progress with the District Council, was **AGREED** with the Chair of the Bognor Regis Town Hall Working Party to be included.

Cllr. White **ABSTAINED** from all proposals and asked that this be noted.

The Meeting closed at 8.33pm