



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,

Bognor Regis, West Sussex PO21 1LD

Telephone: 01243 867744 Fax: 01243 865744

E-mail: bognortc@bognorregis.gov.uk

MINUTES OF THE EXTRAORDINARY NEIGHBOURHOOD PLAN COMMITTEE MEETING HELD ON TUESDAY 17th JUNE 2014

PRESENT: Cllrs. Mrs. S. Daniells, P. Dillon, T. Gardiner, R. Nash and Mrs. J. Warr

IN ATTENDANCE: Mrs. S. Green (Project & Street Scene Support Officer)
Mrs. H. Knight (Civic & Support Services Manager)

The meeting opened at 2.05pm

16. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

There had been no apologies given.

17. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of Pecuniary and/or non-Pecuniary 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 a non-Pecuniary interest and the nature of the interest
- c) Whether it is also a 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 take no 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 Pecuniary and non-Pecuniary. These forms to 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 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.

18. RESOLUTION TO MOVE TO CONFIDENTIAL BUSINESS

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 (SO.29.1) – Agenda item 3 (contractual).

19. TO CONSIDER THE SUBMISSION OF THE SUBMITTED TENDERS FOR ASSESSMENT OF BUILT HERITAGE TO PROVIDE EVIDENCE FOR POLICY WRITING AND TO APPOINT A CONSULTANT TO COMMISSION THIS WORK-MIN 11 OF 2nd JUNE 2014 REFERS.

The Committee considered the bids that had been received. After discussion and consideration, the Committee **AGREED** that bid 3 was the preferred choice. It was therefore **RESOLVED** that Integrated Urbanism (Bid 3) would be commissioned to carry out the work on the Assessment of Built Heritage and would be notified immediately.

Arrangements would be made for the consultants to meet with the Steering Group as soon as possible. Letters of thanks would be sent to the unsuccessful tenders.

The meeting closed at 2.45pm