



BOGNOR REGIS TOWN COUNCIL

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

MINUTES OF THE MEETING OF BOGNOR REGIS TOWN COUNCIL

HELD ON MONDAY 2nd JULY 2018

PRESENT:

Town Mayor: Cllr. S. Reynolds; Cllrs: K. Batley (during Min. 62), J. Brooks, J. Cosgrove, Mrs. S. Daniells, P. Dillon, D. Enticott (from Min. 58, until Min. 63), T. Gardiner, S. Goodheart, M. Lineham, M. Smith, M. Stanley, W. Toovey, Mrs. J. Warr, and P. Woodall

IN ATTENDANCE:

Mrs. G. Frost (Town Clerk)
Mrs. S. Norman (Deputy Clerk)
Mrs. J. Davis (Civic & Office Manager)
1 member of the Press (part of meeting)
OC Birch (part of meeting)
6 members of the public (part of meeting)

Prior to the meeting, a minute's silence was held in memory of Hal Brooks and Daniel Johnston, both of whom had passed away recently, with tributes paid by several Members of the Council

The Meeting opened at 6.38pm

53. WELCOME BY TOWN MAYOR AND APOLOGIES FOR ABSENCE

The Mayor welcomed all those present and dismissed the Mayor's Cadet. 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.

The Town Clerk gave apologies for Cllr. Cunard, who was on annual leave, and Cllrs. Batley and Enticott who would be late to the meeting.

54. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of Disclosable Pecuniary and/or Ordinary 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 Disclosable Pecuniary or Ordinary interest
- c) the nature of the interest

- d) if it is an Ordinary interest whether they intend to leave the room for the discussion and vote
- e) if it is a Disclosable Pecuniary 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.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Disclosable Pecuniary and Ordinary. These forms should 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 Disclosable Pecuniary Interests or Ordinary Interests notifiable under the Council's Code of Conduct, not already recorded on their Register of Interests Form, within 28 days.

The Chairman reminded Members to declare their interests as any arise or again at the relative point in the meeting if they have already.

Cllr. Brooks declared an Ordinary Interest in Agenda item 8.2 as a Member of Arun District Council's Development Control Committee. He would have an open mind regarding any items and will listen and consider all the relevant issues and interests presented to this meeting today. Cllr. Brooks confirmed that he will reach a decision on merit and not bias

Cllr. Mrs. Daniells declared an Ordinary Interest in Agenda item 8.2 as a Member of Arun District Council. She would have an open mind regarding any items and will listen and consider all the relevant issues and interests presented to this meeting today. Cllr. Mrs. Daniells confirmed that she will reach a decision on merit and not bias

Cllr. Mrs. Daniells also declared a Disclosable Pecuniary Interest in Agenda items 23 & 24, as an employee of the Picturedrome Cinema, and stated that she would leave the meeting when these Agenda items were discussed

Cllr. Dillon declared an Ordinary Interest as a Member of Arun District Council. He would have an open mind regarding any items and will listen and consider all the relevant issues and interests presented to this meeting today. Cllr. Dillon confirmed that he will reach a decision on merit and not bias

Cllr. Dillon also declared an Ordinary Interest as a Member of Arun Arts

Cllr. Goodheart declared an Ordinary Interest in Agenda items 8.1, as a Member of the Bognor Regis In Bloom Working Group, 8.2 as a volunteer with the 4BR group, and items 8.5 & 13 as a volunteer with Rox Music & Arts

Cllr. Goodheart also declared a Disclosable Pecuniary Interest in Agenda item 16, as the subject Member, and stated that he intended to make a short statement at the appropriate time, after which he would leave the meeting while this Agenda item was discussed

Cllr. Reynolds declared an Ordinary Interest as a Member of Arun District Council. He would have an open mind regarding any items and will listen and consider all the relevant issues and interests presented to this meeting today. Cllr. Reynolds confirmed that he will reach a decision on merit and not bias

Cllr. Smith declared an Ordinary Interest in Agenda item 8.2 as a Member of Arun District Council. He would have an open mind regarding any items and will listen and consider all the relevant issues and interests presented to this meeting today. Cllr. Smith confirmed that he will reach a decision on merit and not bias

Cllr. Stanley declared an Ordinary Interest in Agenda items 8.1, as a fundraiser for Stonepillow

Cllr. Stanley declared an Ordinary Interest in Agenda items 8.2, 11 and 17 as a Member of Arun District Council. He would have an open mind regarding any items and will listen and consider all the relevant issues and interests presented to this meeting today. Cllr. Stanley confirmed that he will reach a decision on merit and not bias

Cllr. Stanley declared a further Ordinary Interest in Agenda item 11 as a fundraiser for Bognor Community Gardeners

55. TO APPROVE THE MINUTES OF THE ANNUAL TOWN COUNCIL MEETING HELD 14th MAY, EXTRAORDINARY COUNCIL MEETINGS HELD 22nd and 29th MAY, AND SPECIAL COUNCIL MEETING HELD 4th JUNE 2018

The Minutes of the Annual Town Council Meeting held 14th May, Extraordinary Council Meetings held 22nd and 29th May, and Special Council Meeting held 4th June 2018 were **APPROVED** by the Council as a correct record and were signed by the Town Mayor.

56. REPORTS FROM WSCC COUNTY AND ADC DISTRICT COUNCILLORS

There were no reports.

57. WRITTEN QUESTIONS FROM COUNCILLORS

Cllr. Stanley put the following written question to the Mayor:

Will the Mayor join me in condemning the behaviour of two Senior Arun District Council Members? Whilst as Councillors we should have broad public shoulders, if members of the community feel compelled to raise concerns about the state of our town's regeneration they should not be labelled "Mad", "Blind" or "Political Activists" as have been published reports of in recent local Newspapers. I feel this to be unacceptable and I hope that the Mayor will join me in sending a clear message that on behalf of our town's residents we will not tolerate this.

The Town Mayor confirmed that he was not aware of the specific remarks made in the local press to which Cllr. Stanley referred, however, he did agree that it is important that Councillors at all levels of local government demonstrate their respect for all those they come into contact with, regardless of their own opinion on a particular subject, including residents of our own Town.

58. ADJOURNMENT FOR PUBLIC QUESTION TIME

The meeting was adjourned from 6.43pm until 6.44pm for this item. A member of the public expressed disappointment that events such as International Bognor Birdman and Rox were not taking place this year, the loss of which was terrible for the Town.

Cllr. Brooks declared a Disclosable Pecuniary Interest as a Director to Birdman Events and advised he would leave the meeting if this item was discussed

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

There were none.

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

61. Policy and Resources Committee Extraordinary Meeting of 22nd May 2018

In the absence of the Chairman, Cllr. Cunard, the Minutes of the Extraordinary Meeting held on 22nd May were presented by Cllr. Stanley, as Vice-Chairman of this Committee.

61.1 Min. 5 - To discuss and determine the Resolution arising from the Annual Town Meeting of Electors held 19th March 2018

Members **RESOLVED** that (a) this Council considers that there has been inadequate consultation on Bognor Regis regeneration and that the public should have opportunities to view proposals by suitable means and (b) decides that the Council will fully explore all cost-effective means of achieving this and (c) proposes that a Working Group of the Council should be formed to make recommendation to the Policy and Resources Committee, within one month, as to how to implement any decision taken regarding (b).

Members further **RESOLVED** that the membership of the working Group should consist of Cllrs: Cosgrove, Mrs. Daniells, Enticott, Goodheart, Stanley and Mrs. Warr

62. Policy and Resources Committee Meeting of 4th June 2018

In the absence of the Chairman, Cllr. Cunard, Cllr. Cosgrove presented the Minutes of the meeting held on 4th June as acting Vice-Chairman for that meeting.

Cllr. Batley arrived at the meeting

62.1 Min. 12 - To review the Terms of Reference for the Mayoralty Selection Committee, making recommendations on proposed changes to the Town Council as appropriate

Members **RESOLVED** to **APPROVE** the recommendation that the Terms of Reference for the Mayoralty Selection Committee be adopted by the Town Council without change.

62.2 Min. 13 - To review Terms of Reference for the Policy and Resources Committee, Joint Consultative Sub-Committee (Staffing), Community Engagement and Environment Committee, Bognor Regis in Bloom Working Group, Youth Services Review Topic Team, Playing Out Scheme Topic Team, Planning and Licensing Committee, and make any recommendations on proposed changes

Members **RESOLVED** to **APPROVE** the recommendation that the Terms of Reference for the Policy and Resources Committee, Joint Consultative Sub-Committee (Staffing), Community Engagement and Environment Committee, Bognor Regis in Bloom Working Group, Youth Services Review Topic Team, Playing Out Scheme Topic Team, Planning and Licensing Committee, be adopted by the Town Council with minor amendments as noted.

62.3 Min. 16 - Homelessness

A Member asked what shape the agreed monitoring would take, to be carried out by the Community Engagement and Environment Committee, and after a brief discussion Members were informed by the Town Clerk that this item was on the Committee's Agenda for the meeting to be held on 16th July 2018.

62.4 Min. 17 - To receive, and if acceptable, recommend the adoption of a Data Protection Policy as required by GDPR

Members **RESOLVED** to **APPROVE** the recommendation that the new Data Protection Policy be adopted.

62.5 Min. 18 - To consider future protocol to fly the Town Council flag on the Mayor's birthday and make suitable recommendation to Council

Members **RESOLVED** to **APPROVE** the recommendation that the Town Flag should be flown on the Mayor's birthday.

62.6 Min. 21 - To consider and make recommendation to Council on amendments to Standing Orders and Standing Orders for Contracts

Members **RESOLVED** to **APPROVE** the recommendation that the revised Standing Orders and Standing Orders for Contracts be adopted incorporating all six of the NALC recommended amendments together with a new time limit clause.

63. Policy and Resources Committee Extraordinary Meeting of 2nd July 2018

The Policy and Resources Committee Extraordinary Meeting of 2nd July had taken place immediately prior to the Council Meeting, therefore, the Town Clerk gave a verbal report to Members of the outcomes from the meeting.

63.1 To receive the notes from the Regeneration Consultation Working Group Meetings held on the 8th and 18th June 2018 and furthermore, discuss and determine the Working Group's recommendation as follows: "That the Town Council approach Arun District Council to see if there is any interest in them meeting with developers, who have a realistic prospect of carrying schemes through, and seeing what common ground can be found, with the Town Council pleased to help in any way it can. Furthermore, if the former proposal results in any regeneration action, that suitable public consultation be undertaken."

Members received the **RECOMMENDED** Resolution from the preceding Policy and Resources Committee Extraordinary Meeting as follows;

"That the Town Council approach Arun District Council to see if there is any interest in them meeting with developers, who have a realistic prospect of carrying schemes through, and seeing what common ground can be found. Furthermore, that suitable public consultation be undertaken by the process described in Councillor Cosgrove's note to all Councillors dated 29th June. That the work for this be undertaken by Councillors agreed at this meeting, together with the Town Clerk and Deputy Town Clerk as soon as possible. That the cost be kept to a maximum of £250."

Cllr. Enticott left the meeting

Members discussed briefly the recommendation before them, following which a recorded vote was requested.

FOR

Cllr. Brooks
 Cllr. Cosgrove
 Cllr. Gardiner
 Cllr. Goodheart
 Cllr. Lineham
 Cllr. Smith
 Cllr. Stanley
 Cllr. Toovey
 Cllr. Mrs. Warr
 Cllr. Woodall

AGAINST

Cllr. Mrs. Daniells
 Cllr. Dillon

ABSTENTIONS

Cllr. Batley
 Cllr. Reynolds

Members therefore **RESOLVED** to **APPROVE** the recommended Resolution and **AGREED** that the membership of the Working Group should consist of Cllrs: Cosgrove, Goodheart, Smith, Stanley, Mrs. Warr, and Woodall, with the Town Clerk asked to organise a meeting of the Working Group as soon as possible.

64. Community Engagement and Environment Committee Meeting of 21st May 2018

The Chairman of the Committee, Cllr. Smith, reported.

65. Planning and Licensing Committee Meetings of 15th May, 5th and 26th June 2018

The Chairman of the Committee, Cllr. Mrs. Warr, reported.

66. Events, Promotion and Leisure Committee Meeting of 11th June 2018

The Chairman of the Committee, Cllr. Mrs. Daniells, reported.

66.1 Min. 6.1 - Hothampton Play Area

Cllr. Cosgrove informed Members that, although a new gate had been installed at the Play Area, there are further gates and fences in place that are ineffective and continue to put children using the Play Area at risk of dog attacks. Members spoke in support of Cllr. Cosgrove's ongoing concerns and, whilst it was acknowledged that Arun District Council (ADC) had addressed some issues at the Hothampton Play Area, felt that the Town Council should write a letter to ADC outlining the concerns. Members **AGREED** that the matter should be **REFERRED** back to the Events, Promotion and Leisure Committee for further consideration.

66.2 Min. 13.1 - Reappointment of Task and Finish Group

A Member expressed his dissatisfaction that this Group was not to be reappointed with the remaining funds from the Bognor Regis Brand

Budget returned to General Reserves with a simultaneous recommendation that the funds be reallocated to the Committee for an alternative use. The Member went on to suggest that there was no further need for this Committee and that it should be dissolved.

67. 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 **RESOLVED**, 'to formally receive the reports, Minutes and recommendations of the Committees, and refer any suggested amendments decided upon at this meeting back to the relevant Committee'.

68. TO NOTE THE LIST OF PAYMENTS AND TRANSFERS MADE IN APRIL AND MAY AND TO NOTE THE BALANCES, BANK RECONCILIATIONS AND FINANCIAL REPORTS PREVIOUSLY COPIED TO COUNCILLORS (JUNE NOT YET AVAILABLE)

The Council **RESOLVED** 'to note the payments and transfers made in April and May and to note the balances, bank reconciliations and financial reports'.

69. NOTICE OF MOTION (S.O. 9.0) PROPOSED BY CLLR. J. COSGROVE SECONDED BY CLLR. D. ENTICOTT - GETTING HOTHAMTON SUNKEN GARDENS REGISTERED A TOWN GREEN UNDER S15 OF THE COMMONS ACT 2006

"Getting Hothamton Sunken Gardens registered a Town Green under S15 of the Commons Act 2006. That the Council do support such an application and that it will do all it can to promote this and secure residents' support. That it also supports substitute provision re the existing Play Area on an alternative site but notes also the new seafront provision and also the omission of the Hothamton Play Area site from Arun's recent playground strategy. Hopes that the Sir Richard Hotham project, in the event of a successful appeal, might look favourably at helping resource such new provision."

The Town Clerk's report was noted.

Cllr. Cosgrove spoke in favour of the Motion and, in the absence of Cllr. Enticott who had left the meeting earlier, Cllr. Mrs. Warr seconded the Motion.

The Mayor did not deem the issue before Members to be urgent enough to require immediate debate but was of the opinion that it should stand **REFERRED** without discussion to the relevant Committee, in this case the Community Engagement and Environment Committee, in accordance with S.O. 9.5.

Cllr. Cosgrove **MOVED** to suspend Standing Orders by resolution under S.O. 41, to enable Members to decide whether to discuss the issue before them immediately. This was seconded by Cllr. Goodheart. Following a vote, Members **RESOLVED** to suspend Standing Orders (S.O. 41) and Members **AGREED** to discuss the issue immediately rather than to defer without discussion. Cllr. Gardiner asked that his abstention be noted.

Cllr. Brooks redeclared an Ordinary Interest as a Member of Arun District Council, specifically as a Member of the Development Control Committee, and left the meeting

Standing Orders were reinstated and discussion was had, with a Member seeking clarification regarding the final sentence of the Motion. An Amendment was therefore proposed and seconded to remove from the Motion the final line as follows: -

"Hopes that the Sir Richard Hotham project, in the event of a successful appeal, might look favourably at helping resource such new provision."

The Amendment was **CARRIED**; unopposed by the proposer of the Motion.

Discussion then took place on the final amended resolution as follows: -

"Getting Hothamton Sunken Gardens registered a Town Green under S15 of the Commons Act 2006. That the Council do support such an application and that it will do all it can to promote this and secure residents' support. That it also supports substitute provision re the existing Play Area on an alternative site but notes also the new seafront provision and also the omission of the Hothamton Play Area site from Arun's recent playground strategy."

Cllr. Brooks returned to the meeting

The Motion was moved by Cllr. Cosgrove, and seconded by Cllr. Goodheart, and a recorded vote was requested.

FOR	AGAINST	ABSTENTIONS
Cllr. Batley	Cllr. Mrs. Daniells	Cllr. Brooks
Cllr. Cosgrove	Cllr. Dillon	Cllr. Reynolds
Cllr. Gardiner		
Cllr. Goodheart		
Cllr. Lineham		
Cllr. Smith		
Cllr. Stanley		
Cllr. Toovey		
Cllr. Mrs. Warr		
Cllr. Woodall		

Following a vote, the Motion was **CARRIED**.

70. NOTICE OF MOTION - S.O. 9.0 - PROPOSED BY CLLR. J. COSGROVE, SECONDED BY CLLR. D. ENTICOTT

"That the Council organise a commemoration of suitable gravitas for Holocaust Memorial Day, that it involve schools and the community in January 2019 on or near the official date of observance."

The Town Clerk's reported was noted. As the Proposer, Cllr. Cosgrove spoke to the Motion. Following the Motion being moved and, in the absence of Cllr. Enticott, seconded by Cllr. Smith, the Mayor did not deem the issue as urgent. Members **RESOLVED** to instruct that the issue be placed on the agenda for the next Events, Promotion and Leisure Committee Meeting, in accordance with S.O. 9.5.

71. NOTICE OF MOTION - S.O. 9.0 - PROPOSED BY CLLR. J. COSGROVE, SECONDED BY CLLR. D. ENTICOTT - BRTC/ROX CHARITY PROPOSAL

"That the Council agrees to explore a Partnership with the ROX Charity to develop and deliver the ROX Festival event from 2019/20 onwards."

The aim of a BRTC/ROX Partnership over 3 years would be to enable the recovery, sustainability and development of the Festival as a Summer Premier Town event. The basis would be a Service Level Agreement SLA covering the three years. This would determine and detail respective roles, funding and resource support, reporting and accountability.

ROX would organise the event, and satisfy BRTC re its capacity to do so, BRTC would provide funding at a level that would e.g. require ROX to match on a £ for £ basis minimum. BRTC would also give allotted Town Force resource, agreed Events staff input, promotional help.

There would be an SLA Partnership Board of 3 members from ROX Charity and 3 Town Cllrs to oversee the work of the Partnership and to report to the Council via the BRTC members and the Events Officer.

The Council would monitor and evaluate this model re future support mechanisms for strategic events and activities involving other organisations."

The Town Clerk's reported was noted. As the Proposer, Cllr. Cosgrove spoke to the Motion. Following the Motion being moved and, in the absence of Cllr. Enticott, seconded by Cllr. Stanley, the Mayor did not deem the issue as urgent. Members **RESOLVED** to instruct that the issue be placed on the agenda for the next Events, Promotion and Leisure Committee Meeting, in accordance with S.O. 9.5.

Cllr. Stanley left the meeting

72. ARUN DISTRICT ASSOCIATION OF LOCAL COUNCILS: TO CONSIDER THE NOTES OF THE MEETING HELD ON 25th APRIL 2018 AND THE NOTES OF THE AGM HELD ON 20th JUNE 2018

The notes of the meetings were not yet available.

Cllr. Gardiner, as Town Council representative to ADALC, gave a verbal report on the recent meetings. Discussion had taken place about the future of the Association and its intended purpose which is to allow all the Parishes and Towns to stand together.

Cllr. Stanley returned to the meeting

73. TO APPROVE CHANGES TO COMMITTEE APPOINTMENTS IN LIGHT OF CHANGE TO POLITICAL PARTY MEMBERSHIPS

Members received the Deputy Clerk's initial report regarding changes to the Committee Membership.

- 73.1** It was **RESOLVED** that Cllr. Mrs. Daniells should be removed from the Policy and Resources Committee to be replaced by Cllr. Woodall to fill the Conservative seat and Cllr. M. Smith be appointed to the Policy and Resources Committee to fill the Liberal Democrat vacancy.
- 73.2** It was **RESOLVED** that Cllr. K. Batley be appointed to the Community Engagement and Environment Committee to fill the Liberal Democrat vacancy.
- 73.3** It was **RESOLVED** that Cllr. Reynolds should be removed from the Planning and Licensing Committee to be replaced by Cllr. Woodall. There were no other nominations to fill the Liberal Democrats vacancies.
- 73.4** Members proceeded to receive the Deputy Clerk's updated report in light of the reformation of an Independent Group and **RESOLVED** that Cllr. S. Goodheart should be removed from the Policy and Resources Committee and Cllr. Brooks removed from the Community Engagement and Environment, Events, Promotion and Leisure and Planning and Licensing Committees.
- 73.5** Members noted that the remaining member of the A.N. Others, Cllr. Lineham, had confirmed to the Town Clerk that he does not wish to join the Independent Group, confirmation of which he sent to all Members via email. Cllr. Lineham will therefore remain on his own. He asked that it be noted that he had been voted onto the Council having stood as a UKIP Member and that, in his opinion, he would be doing his electorate a disfavour if he were to change Party allegiance during his time in office. Furthermore, due to personal circumstances, Cllr. Lineham was unable to take up his place on any of the Committees immediately but requested that this be reconsidered at the September Council Meeting. This was **AGREED** by Members.

74. TO RECEIVE A REPORT REGARDING SANCTIONS RECOMMENDED BY ARUN DISTRICT COUNCIL FOLLOWING AN ASSESSMENT PANEL HEARING HELD 4th APRIL 2018 AND TO CONSIDER ANY SUBSEQUENT RECOMMENDATIONS FOR CHANGES TO THE CODE OF CONDUCT AND REGISTER OF INTEREST FORMS

The Town Clerk's report was noted.

Cllr. Goodheart redeclared an Disclosable Pecuniary interest as the subject Member

Cllr. Goodheart gave a short statement and informed Members that he agreed with the recommendations made in the report, as he believed that these would provide him with a better understanding of being a good Councillor and would give confidence to the electorate, and fellow Members, in his abilities.

Cllr. Goodheart left the meeting

Members discussed the report in detail and the Town Clerk read out the Assessment Panel's recommendations.

It was unanimously felt that this had been a regrettable situation and Members agreed that the Council, as a whole, could learn something from this experience.

Members **RESOLVED** that Cllr. Goodheart should not be reprimanded for his failure to abide by the Code of Conduct.

Members **RESOLVED** to undertake training, to be met through the Councillor Training Earmarked Reserve, including a one-on-one element for Cllr. Goodheart followed by an extension to all Members to address the decision previously taken regarding refresher training on the Code of Conduct for all Members. Furthermore, Members **AGREED** to suitable expenditure to provide refreshments for this training session, to also be funded from the Earmarked Reserves for Councillor Training.

As a result of the changes in Committee Memberships, as agreed in Min. 73, it was no longer necessary to consider suspending Cllr. Goodheart from the Policy and Resources Committee.

Members **NOTED** that the adoption of ADC's Code of Conduct had been considered and rejected by the Town Council previously.

Having considered the reviewed Code of Conduct, Members **RESOLVED** to adopt the amended document.

Members **NOTED** the updated Register of Interest Forms and, having been provided with blank copies during the meeting, were asked for them to be completed and returned to the Town Clerk as soon as possible.

Members **NOTED** the amended wording for agendas with regard to the Declaration of Interests item.

Cllr. Goodheart returned to the meeting

The Mayor duly informed Cllr. Goodheart of the decisions taken by Members regarding the Assessment Panel's recommendations.

75. REGENERATION INCLUDING TO RECEIVE BRIEFING NOTES OF BOGNOR REGIS REGENERATION BOARD MEETINGS HELD ON 24th JANUARY AND 25th APRIL 2018 PREVIOUSLY CIRCULATED TO COUNCILLORS

Members noted receipt of the Briefing Notes of Bognor Regis Regeneration Board Meetings held on 24th January and 25th April 2018 that had been previously circulated.

Following discussion of the Briefing Notes, Cllr. Cosgrove referred to the comment made during the preceding Extraordinary Policy and Resources Committee Meeting, that ADC's submission for funding for the Winter Gardens Project, from Coast to Capital LEP, had been rejected.

It was, therefore, proposed and seconded that Town Clerk should write to ADC regarding this.

Cllr. Goodheart questioned what outcomes to date had come from negotiations between ADC and the health authority responsible for the Health Centre, West Street, Bognor Regis and asked that the Town Clerk write a letter to ADC for clarification. This was **AGREED** by Members.

Cllr. Stanley raised concerns about the state of the planters outside of Bognor Regis Railway Station, Station Road, and asked that the Town Clerk write a letter to ADC asking what they intended to do about the situation.

This request was seconded by Cllr. Gardiner and it was subsequently **AGREED** that the Town Clerk would write to ADC. It was further suggested that the issue be referred to the BRTC/ADC Liaison Meeting.

The Town Mayor, Cllr. Reynolds, left the meeting. In the Chairman's absence the Deputy Mayor, Cllr. Woodall, took the Chair

76. TOWN MAYOR'S REPORT AND DUTIES UNDERTAKEN

The list was noted.

77. TOWN CRIER'S REPORT AND DUTIES UNDERTAKEN

The list was noted. Cllr. Brooks offered his congratulations to the Town Crier, Mrs. Jane Smith, for the excellent work she was delivering to the role and for her efforts in promoting Bognor Regis.

The Town Mayor, Cllr. Reynolds, returned to the meeting and took the Chair

78. REPORTS FROM REPRESENTATIVES TO OTHER ORGANISATIONS

The Town Clerk reported that reports had been received from the following Representatives to other organisations, and had been emailed to all Councillors:

78.1 Cllr. Cosgrove - BRTC/ADC Liaison Meeting; West Sussex ALC Ltd.

78.2 Cllr. Mrs. Daniells - Arun District Association of Local Councils; Bognor Regis Twinning Association.

78.3 Cllr. Gardiner - Arun District Association of Local Councils; Arun Housing/Homeless Forum; Bognor & Bersted United Charities; VAAC Executive Board; West Sussex ALC Ltd.

79. CORRESPONDENCE

The Committee noted receipt of correspondence as detailed in the lists.

Cllr. Dillon left the meeting

80. TO RECEIVE AN UPDATE ON OFFICE PROVISION AND AGREE ANY ACTION - MIN. 48 REFERS

The Deputy Clerk's report was noted and a verbal report was given to Members regarding quotes from local firms of architects.

Cllr. Dillon returned to the meeting

Members discussed the matter before them and, following a vote, **RESOLVED** to **AGREE** that Company A be chosen to proceed with investigations on potential uses of the Town Hall along with associated costs to prepare the building for preferred uses, which will inform the Council should they wish to submit an offer to ADC to purchase the building at a future date. Cllrs. Brooks and Reynolds asked that it be noted that they had voted against the decision in principle. Cllr. Gardiner asked that his abstention be noted.

Having been minded to accept the quotation provided by Company A, whilst the suggestion was made that this expenditure should be funded through General Reserves, Members **AGREED** that the Town Clerk would liaise with the Council's Accountant, and the Chairman and Vice-Chairman of the Policy and Resources Committee, in identifying the appropriate budget.

Cllr. Mrs. Daniells redeclared her Disclosable Pecuniary Interest and left the meeting

81. REDEVELOPMENT OF THE PICTUREDROME CINEMA PROCUREMENT UPDATE

The Town Clerk's report was noted.

82. PICTUREDROME SITE UPDATE DIRECTOR'S REPORT, ANY URGENT ACTIONS TAKEN FOR RATIFICATION

The previously circulated Director's Report was noted, and actions taken as detailed were ratified. It was noted that an element of the report would need to be discussed under Confidential Business.

83. The Council **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. 31.1) - Agenda item 24 (contractual).

84. PICTUREDROME SITE UPDATE DIRECTOR'S REPORT, ANY URGENT ACTIONS TAKEN FOR RATIFICATION

84.1 Members received and noted the confidential, verbal report from the Town Clerk in relation to 1a Linden Road and actions taken as detailed were ratified.

As a result of an initial enquiry from the tenant, Members **AGREED** to give Landlord's consent for the tenant to seek the appropriate permissions from the Planning Authority to install a small opening window above the door, once their official request to carry out the works was received via the Managing Agents.

84.2 Members received and noted the confidential, verbal report from the Town Clerk in relation to 1b Linden Road and actions taken as detailed were ratified.

Following some discussion, Members **RESOLVED** to proceed with Option 4 of the guidance received and as detailed in the confidential Appendix (appended to File Minutes). Furthermore, Members **AGREED** that the Town Clerk should liaise with the appropriate parties to identify the most timely and efficient way to achieve the required outcome.

The Meeting closed at 9.01pm