



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE POLICY AND RESOURCES COMMITTEE MEETING

HELD ON MONDAY 3rd DECEMBER 2018

PRESENT: Cllr. A. Cunard (Chairman); Cllrs: J. Cosgrove, S. Goodheart, M. Stanley, Mrs. J. Warr and P. Woodall

IN ATTENDANCE: Mrs. G. Frost (Town Clerk)
Mrs. S. Norman (Deputy Clerk)
1 member of the public
5 Councillors in the public gallery: Cllrs. Brooks, Mrs. Daniells, Dillon (part of meeting), Gardiner (part of meeting) and Toovey

The Meeting opened at 6.33pm

113. WELCOME BY CHAIRMAN AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone present and referred to the Council's opening statement. Apologies for absence were received from Cllr. Reynolds who was on annual leave. No apologies were received from Cllr. Smith.

In line with the report given at the November Town Council Meeting, Cllr. Enticott was also absent.

114. 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.

There were no declarations of Interests

115. TO APPROVE THE MINUTES OF THE MEETING HELD ON 26th NOVEMBER 2018

The Committee **RESOLVED** to **APPROVE** the Minutes of the Meeting held on 26th November 2018, and these were signed by the Chairman.

116. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS

There were no public questions or statements.

117. CLERK'S REPORT FROM PREVIOUS MINUTES

There were no reports from previous minutes.

118. TO CONSIDER THE DRAFT BUDGET PROPOSALS FOR 2019/2020 INCLUDING RECOMMENDATIONS FROM COMMITTEES

It was noted that confidential paperwork relating to the proposed Budget had been circulated previously by the Town Clerk to all and that this had also included a Budget Summary, together with a breakdown of Revenue Expenditure. The Clerk reminded Members that these should all be treated as confidential as a final draft will need to be presented to Council for approval in the New Year.

The Chairman welcomed Mr. D. Kemp, the Town Council's Accountant, who would be able to answer questions from Members on the Budget before them. Mr. Kemp informed Members that they were being provided with updated Budget Summary reports, which had been amended from those issued previously for the following reasons:

- The Tax Base used to calculate the charge per household had now been confirmed by ADC

- The £10,000 for a 3-year funding agreement to provide a new event had been removed from the Budget as the proposal had been rejected at the previous week's Committee meeting (Min. 105 refers)

Mr. Kemp highlighted that there were two Budget scenarios presented, both of which included all the provisions as agreed previously by the Committee i.e. Business Wardens, Christmas Lights, etc. The first provided a balanced budget and resulted in an increase of 2.93% to the Band D household charge. The second provided for an additional £665 to be added to the Reserves Surplus and resulted in an increase of 3.00% to the Band D household charge.

It was then **AGREED** that the Budget should be reviewed page by page to enable any queries to be answered and furthermore, it was **AGREED** that Standing Orders be suspended, and the Meeting adjourned, to enable all Councillors, not just those on the Committee, to discuss the proposals.

Meeting adjourned 6.42pm

Members proceeded to review each page of the Budget in turn, raising questions where appropriate.

During the debate, discussion turned to the Picturedrome and as a result Cllrs. Cunard and Mrs. Daniells, as tenant and employee of the Picturedrome, declared a Disclosable Pecuniary Interest and elected to leave the room at 7.30pm

Cllrs. Cunard and Mrs. Daniells returned to the room at 7.35pm when discussion regarding the Picturedrome had ceased

Meeting reconvened 7.55pm

Having fully debated the Budget presented to them, Members **RESOLVED** unanimously to **RECOMMEND** to Council the draft Budget proposals for 2019/20 as circulated resulting in a Precept of £916,001.

The Meeting closed at 8.09pm