



# **BOGNOR REGIS TOWN COUNCIL**

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## **MINUTES OF THE MEETING OF THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE HELD ON MONDAY 12<sup>th</sup> NOVEMBER 2018**

**PRESENT:** Cllr. S. Goodheart (Vice-Chairman):  
Cllrs: J. Cosgrove, Mrs. S. Daniells and Mrs. J. Warr

**IN ATTENDANCE:** Mrs. S. Hodgson (Projects Officer)  
1 Councillor in the public gallery: Cllr. J. Brooks  
3 members of the public

***Prior to the Meeting a presentation, commencing at 6.00pm, was given by PCSO Moorey of Sussex Police on Scams and Frauds***

***The Meeting opened at 7.06pm***

### **63. CHAIRMAN'S ANNOUNCEMENT AND APOLOGIES FOR ABSENCE**

In the absence of the Chairman, the Vice-Chairman, Cllr. Goodheart took the Chair. Members **AGREED** that Cllr. Cosgrove would act as Vice-Chairman for the meeting.

The Chairman welcomed those present and read the Council's opening statement. Apologies had been received from Cllrs. Smith and Batley who were working and Cllr. Dillon who had a conflicting prior commitment. In line with the report given at the November Town Council Meeting, Cllr. Enticott was also absent.

### **64. 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

- 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 Interest***

**65. TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 17<sup>th</sup> SEPTEMBER 2018**

The Minutes of the Meeting held on the 17<sup>th</sup> September 2018 were approved by the Committee as a correct record and were signed by the Chairman.

**66. ADJOURNMENT FOR PRESENTATION FROM THE BASE SKATE PARK CIC**

***The Chairman adjourned the Meeting at 7.11pm to receive the presentation from The Base Skate Park CIC***

The Base Skate Park is currently seeing a decline in numbers which is placing the future of the park in jeopardy. Up until May this year the Base was trading well and whilst it would be expected to experience some drop off in attendance during the summer months, this year has been exceptional.

The Base had not accounted for a new online computer game called Fortnite which is having a detrimental effect throughout the industry and as a result of this phenomenon The Base have lost four and a half thousand riders and have had to reduce staff numbers. If this decline continues Bognor Regis is in danger of losing an amazing facility which is recognised as the 5<sup>th</sup> best skate park in the UK.

The Base Skate Park are asking the Town Council for support through this difficult time and would urge Councillors to get behind The Base and push hard to promote the facility and offer any advice or guidance.

Following the presentation, The Base Skate Park took questions from the Committee.

***The Chairman reconvened the Meeting at 7.37pm***

**67. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS EXTENDED TO A MAXIMUM OF 60 MINUTES IN ACCORDANCE WITH STANDING ORDERS (S.O. 31.8)**

***The Chairman adjourned the Meeting at 7.38 pm***

The Projects Officer read out the following statement:

*During this time members of the public will be allowed to direct questions to the Committee or comment on any appropriate topic. Please note, during this session Councillors will not be able to make any decisions on any of the topics discussed and no Minutes will be documented. However, brief notes will be taken and any item that the Committee would like to debate or requires a decision will be made an agenda item for the following Community Engagement and Environment Meeting.*

The following items were raised from members of the public in the gallery: A member of the public asked the Committee, with regard to the issues relating to the Linear Park, would the BRTC Councillors who are also District Councillors seek to work together with other ADC Councillors to "look out" for Bognor Regis. ADC need to be challenged. No proper consultation had been undertaken and they should be made to engage. Town and District Councillors need to create as much pressure as possible to work with the people of Bognor Regis for a stronger voice.

Members of the public spoke in relation to Agenda item 12 regarding the proposal for the Bognor Regis Pavilion. Members were asked to note that at this stage they are not looking at specific sites, other than it should be in the Town to draw people into the heart of Bognor Regis, not a huge stadium on the outskirts of the Town that would not bring in footfall to the Town Centre. The winter ice rink last Christmas proved it works.

A Councillor in the public gallery asked if there had been any update on the possibility of a meeting of the Old Town Working Group. He also referred to Agenda item 14 and urged people to take a look at the exposed ramp in front of the Rock Gardens. He also had a number of photographs if anyone would like to see.

In response to the earlier presentation from The Base Skate Park a member of the public suggested posters could be put up on the promenade which may attract Butlins visitors. It was also suggested that some partnership working with Butlins could be undertaken that would benefit both parties.

***The Meeting was reconvened at 7.59pm***

**68. CLERK'S REPORT FROM PREVIOUS MINUTES**

**17<sup>th</sup> September 2018 - Min.60 refers: Audit of Community Spaces as referred from Council Meeting 3<sup>rd</sup> September 2018**

Members who had expressed an interest in being on the Task and Finish Group for this item were asked to confirm if the proposed meeting date previously circulated of Thursday 15<sup>th</sup> November 2018 at 11.00am was convenient. After discussion Members confirmed the date was convenient but asked to re-arrange the start time to 3.00pm. The Projects Officer will make the necessary changes and extend the invitation to other Councillors to attend if they wish.

**69. REPORT ON COUNCILLOR SURGERIES AND OPEN FORUMS INCLUDING UPDATE ON COMMUNITY EVENT HELD ON 16<sup>th</sup> OCTOBER 2018 AND TO RATIFY EXPENDITURE OF £45.00 FOR VENUE HIRE**

The Projects Officer's report was noted.

Members **AGREED** to **RATIFY** the cost of £45.00 for the venue hire for the event held on the 16<sup>th</sup> October 2018 at the Regis Centre.

Members further **AGREED** to hold another Community Event along the same lines in the New Year.

Following discussion Members also **AGREED** to hold another drop-in surgery in the London Road before Christmas. Members asked for the focus for this event to be to gather evidence, both for and against the ADC proposals for the Linear Park and Sunken Gardens.

**70. BOGNOR REGIS IN BLOOM WORKING GROUP - CONSIDERATION OF THE RESOLUTIONS RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 31<sup>st</sup> OCTOBER 2018**

The Committee **RESOLVED** to **ACCEPT** the Resolutions, Recommendations and Reports in the Notes of the Meeting held on 31<sup>st</sup> October 2018:

Members **RESOLVED** to **APPROVE** the costs for the BRIB Awards Evening: room hire £15.00, photos and certificates £11.02, trophy engraving £98.50 and voucher for prize draw £25.00 - Total £284.52 to be funded from the current year's Competition Expenses Budget.

Members **RESOLVED** to **APPROVE** the purchase of vouchers for the Grow a Pumpkin for Halloween Event totalling £77.00 to be funded from the current year's Competition Expenses Budget.

Members noted the total cost of the catering at £212.69 as previously ratified by this Committee at the meeting on 17<sup>th</sup> September 2018. Min.53 refers.

**71. YOUTH SERVICES PROVISION REVIEW INCLUDING UPDATE ON THE MEETING OF THE YOUTH WORKER STEERING GROUP MEETING HELD ON 7<sup>th</sup> NOVEMBER 2018**

The Projects Officer's report was noted. The Notes of the Youth Worker Steering Group Meeting held on 7<sup>th</sup> November 2018 were also noted as being received.

Members were pleased to hear of the re-structuring procedures that have been implemented at Sussex Clubs for Young People and the assurances that as a result of these changes a more streamlined management process is in place.

Members were further please to hear that CREATE is continuing to grow and is taking control of managing its own procedures and day to day running.

**72. FURTHER CONSIDERATION OF PROPOSAL BY CLLR. ENTICOTT REGARDING THE GOVERNMENT'S ANNOUNCEMENT TO WITHDRAW HOUSING SUPPORT COUNTRYWIDE - MIN. 59 REFERS**

Following discussion Members felt that it would be useful to hear direct from a local stakeholder who will be affected by the proposals and invite a suitable organisation to the next meeting. However, in view of the fact that West Sussex County Council are due to make a decision on this proposal in December, and that the next meeting of this Committee is not until the New Year, Members **AGREED** to hold an Extraordinary Meeting as soon as possible to accommodate this and asked Officers to make the necessary arrangements.

**73. TO NOTE AND DETERMINE ANY APPLICATIONS RECEIVED FOR THE FLEXIBLE COMMUNITY FUND INCLUDING THE RECENT APPLICATION FROM ROX AND THEIR SUBSEQUENT WITHDRAWAL**

The Projects Officer's report was noted.

Members also noted the withdrawal of the ROX application.

**74. CONSIDERATION OF PROPOSALS FROM THE PUBLIC QUESTION TIME OF THE MEETING HELD ON THE 17<sup>th</sup> SEPTEMBER 2018 - MIN. 47 REFERS:**

- **FOR THE COUNCIL TO SUPPORT A PERMANENT ICE RINK WITH THE INCLUSION OF A MULTI-PURPOSE COMMUNITY HALL**
- **CONCERNS REGARDING LITTER, BROKEN GLASS AND GENERAL WASTE IN THE AREA BY THE UNICORN PUB**

**74.1 For the Council to support a permanent ice rink with the inclusion of a multi-purpose community hall:**

Members noted the Projects Officer's report and the statement provided by a member of public within the report.

Following discussion on the pros and cons of the proposal, Members **AGREED** to **RECOMMEND** to Full Council:

That Bognor Regis Town Council support the proposal of the concept for a multi-purpose pavilion incorporating a short-term flexible ice rink facility for the winter duration that would switch to facilitate various other uses during the rest of the year. The location to be considered at a later date.

**74.2 Concern regarding litter, broken glass and general waste in the area by the Unicorn Pub:**

Following discussion, Members suggested that as the location falls within the BID area, that the BID Board be approached to see if they would be willing to work with the Town Council to jointly tackle the problems and to try and make the area a cleaner safer environment. Members asked the Projects Officer to raise the issue with the BID at their next meeting.

A Member also spoke of his concerns over the number of complaints that have been raised against the Unicorn Pub regarding breach of licensing and the alleged inaction of ADC. It was therefore proposed that a recommendation be made to the Planning and Licensing Committee to consider taking this issue up with ADC.

Members **AGREED** to **RECOMMEND** to the Planning and Licensing Committee that they consider raising concerns with ADC over the number of complaints relating to the Unicorn Pub over the breach of licencing laws and their alleged inaction to tackle these issues.

**75. UPDATE ON PROPOSAL TO TACKLE BEACH LITTER - MIN. 51 REFERS**

The Projects Officer's report was noted.

Members considered a draft design for a poster that had been produced similar to the original poster previously brought to their attention. During the discussion that followed some Members felt a more hard-hitting approach may be more effective and perhaps a local designer could be approached to produce something more eye-catching. Members were also concerned that anything produced should be 100% bio-degradable.

Members were asked to identify a budget to fund this project and it was suggested that the unspent Ward Allocation Funds budget for Marine and Marine North could be utilised to support any expenditure, if the relevant Ward Members were in agreement.

Members **AGREED** to defer this item to the next meeting and to approach the Ward Members of Marine and Marine North to seek their approval to support the project and to fund the associated costs from their outstanding Ward Allocation allowance.

**76. TO RECEIVE AN UPDATE ON BEACH ACCESS TOPIC TEAM AND TO RECEIVE THE NOTES OF THE MEETING HELD ON 23<sup>rd</sup> OCTOBER 2018**

The Committee **RESOLVED** to **ACCEPT** the Notes of the Meeting held on 23<sup>rd</sup> October 2018.

Members were asked to consider the following recommendations by the Topic Team as follows:

**76.1 To proceed with the proposal to hire a mini-digger to investigate what existing ramps are under the stones and their condition:**

Members thought it was a good idea to investigate what ramps are already in situ and their condition but were mindful of cost and the need for relevant permissions from ADC. The Projects Officer reported that a member of the Topic Team had offered to liaise with ADC in his capacity as an ADC Councillor. He was also negotiating the use of a mini-digger at no cost.

A Member of the Committee expressed reservations about an individual Councillor undertaking action points individually.

Members **RESOLVED** to **AGREE** to the proposal to proceed with the hiring of a mini-digger to investigate what existing ramps are under the stones and their condition.

Members further **AGREED** to **RECOMMEND** to the Policy and Resources Committee that the accountant be asked to identify funds through any budget savings available from within the Committee's existing budget to meet any associated expenditure if required.

**76.2 To recommend to the Planning and Licensing Committee that when considering future planning proposals or regeneration plans that recommendation is made to ADC that beach access is incorporated where appropriate:**

Members **RESOLVED** to **AGREE** to the proposal to recommend to the Planning and Licensing Committee that when considering future planning proposals or regeneration plans that recommendation is made to ADC that beach access is incorporated where appropriate.

**77. WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET INCLUDING UPDATE ON ANY EXPENDITURE AND REMAINING BUDGET FOR 2018/19**

The Projects Officer's report was noted.

**78. PROPOSALS AND REQUIRED BUDGETS FOR 2019 INCLUDING: FLEXIBLE COMMUNITY FUND, BEACH ACCESS, YOUTH ACTIVITIES INCLUDING YOUTH PROVISION AND PLAYDAYS, WARD ALLOCATION, SURGERIES AND OPEN FORUMS, AND THE BOGNOR REGIS IN BLOOM WORKING GROUP - REPORT BY PROJECTS OFFICER**

Members considered the proposals and required budgets for 2019 as follows:

**78.1 Flexible Community Fund**

Members **AGREED** to **RECOMMEND** to the Policy and Resources Committee a budget of £5,000 for the Flexible Community Fund in line with the current budget.

During discussion a Member referred to the Grant Aid Process and felt that applications for social issues should be the remit of this Committee to determine and for the Events, Promotion and Leisure Committee to determine any applications relating to events and subsequently submitted the following proposal:

*That any Grant Aid funding applications relating to social issues be referred to this Committee to determine and for any Grant Aid funding applications relating to events be referred to the Events Promotion and Leisure Committee to determine.*

Following further discussion Members **AGREED** to **RECOMMEND** to the Policy and Resources Committee that Grant Aid funding applications relating to social issues be referred to this Committee to determine and for any Grant Aid funding applications relating to events be referred to the Events, Promotion and Leisure Committee to determine.

***(NOTE: Since the meeting the Town Clerk has advised that this proposal will need to be a recommendation for 2020 as the decisions for 2019 Grant Aid will have already been undertaken prior to this being considered by the Policy and Resources Committee and therefore too late for 2019.)***

**78.2 Youth Provision**

Members **AGREED** to **RECOMMEND** to the Policy and Resources Committee a budget of £10,000 for the Youth Provision fund for match funding opportunities in line with this year.

**78.3 Playdays**

Playday events are currently funded through the Ward Allocation budget. However, a Member suggested that by having a budget specifically for Playday events this would allow for more events to be held and extended to half terms.

Members **AGREED** to **RECOMMEND** to the Policy and Resources Committee a new budget allocation of £3,500 for Playday events.



#### **78.4 Ward Allocation**

Members **AGREED** to **RECOMMEND** to the Policy and Resources Committee a budget of £2,000 for the Ward Allocation Fund in line with the current budget.

#### **78.5 Surgeries and Open Forum**

Members **AGREED** to **RECOMMEND** to the Policy and Resources Committee a budget of £1,000 for the Surgeries and Open Forum in line with this year.

#### **78.6 Bognor Regis In Bloom**

Members **AGREED** to **RECOMMEND** to the Policy and Resources Committee a budget of £750 for the Bognor Regis in Bloom Competition Expenses and a budget of £1,000 for the Bognor Regis in Bloom Environment Projects budget in line with the current budget.

#### **78.7 Beach Access Topic Team**

A Member proposed that a small budget be allocated to the Beach Access Topic Team to allow for preparatory works if required.

Members **AGREED** to **RECOMMEND** to the Policy and Resources Committee a new budget allocation of £2,000 for the Beach Access Topic Team.

#### **79. ARUN OWNED PROPERTIES AND THEIR UPKEEP AS REQUESTED BY CLLR. COSGROVE**

Cllr. Cosgrove's report was noted. Cllr. Cosgrove spoke about his concerns regarding the state of neglect and disrepair some of the ADC properties had been allowed to fall into and asked Members to support his proposal:

*To express deep concerns to Arun District Council, about the serious neglect to their properties as well as the environmental position, and to request that they send a representative to answer questions from this Committee on this issue.*

Following discussion Members **AGREED** to support the proposal and asked Officers to execute this decision.

#### **80. REPORTS:**

- a. To note financial reports, previously circulated

The reports were noted.

- b. Any further reports

The Projects Officer asked Members to note the planned annual maintenance undertaken to the Town Hall Clock.

An invitation had been received from Southern Water for a representative to attend a meeting on the Southern Water Bathing Water Enhancement Programme. Members **AGREED** that the Deputy Clerk should attend the meeting on their behalf.

## **81. CORRESPONDENCE**

The Committee noted receipt of the correspondence list, previously circulated including the following additional item:

Email from West Sussex County Council Communication - Statement regarding the Integrated Prevention and Earliest Help (IPEH) Service.

***The Meeting closed at 9.11pm***