



# **BOGNOR REGIS TOWN COUNCIL**

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## **MINUTES OF THE MEETING OF THE EVENTS, PROMOTION AND LEISURE COMMITTEE HELD ON 8<sup>th</sup> OCTOBER 2018**

**PRESENT:** Cllrs: Mrs. S. Daniells (Chairman), J. Brooks, A. Cunard,  
P. Dillon (until Min. 53) and S. Goodheart

**IN ATTENDANCE:** Mrs. S. Hodgson (Projects Officer)  
Ms. K. Fitzpatrick (Events Officer)  
1 Councillor in the public gallery

***The Meeting opened at 6.30pm***

### **45. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE**

The Chairman welcomed those present and read the opening statement. Apologies for absence were received from Cllr. Batley who was working.

In the absence of the Vice-Chairman, Cllr. Enticott, Members **AGREED** that Cllr. Dillon would act as Vice-Chairman for the meeting.

### **46. 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. Goodheart declared an Ordinary Interest in Agenda item 10 due to his involvement with ROX***

***Cllr. Brooks declared an Ordinary Interest in Agenda item 6 due to his involvement with Armed Forces Day***

***Cllr. Dillon declared an Ordinary Interest in Agenda item 6 due to his involvement with Armed Forces Day***

**47. TO APPROVE THE MINUTES OF THE MEETING HELD ON 6<sup>th</sup> AUGUST 2018**

Cllr. Cunard asked for it to be noted that, although not listed in the Minutes as circulated, he was present at the meeting on the 6<sup>th</sup> August 2018.

It was subsequently **RESOLVED** that, subject to the amendment noted above, the Minutes of the Meeting held on 6<sup>th</sup> August 2018 be **APPROVED** by the Committee as a correct record and they were signed by the Chairman.

**48. ADJOURNMENT FOR PUBLIC QUESTION TIME**

There were no members of public present and no written questions had been received.

**49. MATTERS ARISING FROM THE MINUTES WHICH ARE NOT SEPARATE AGENDA ITEMS**

**Min. 31 - 6<sup>th</sup> August 2018 - To receive a presentation from Vinco Marketing regarding the Love Bognor initiative and to make recommendations regarding future partnership work in accordance with the Council's Partnership Promotion and Sponsorship Policy**

Further to the presentation by Vinco Marketing at the last meeting and following discussion, Members asked for Bognor Today to be invited to give a presentation to the Committee at a future meeting.

## **50. PROPOSALS FOR EVENTS PROGRAMME FOR 2019 AND REQUIRED BUDGETS - REPORT BY EVENTS OFFICER**

The Events Officer's report was noted.

**50.1** Following discussion, Members **RESOLVED** to **RECOMMEND** to the Policy and Resources Committee the following budgets for the 2019/20 financial year:

Book Day	£3,500
Drive Through Time	£3,500
Proms in the Park	£2,500
Funshine Days	£6,500
Armed Forces Day	£1,000
Christmas Illuminations Switch On	£2,500

With regard to the content of the 2019 events, the Committee **RESOLVED**, subject to the ratification of the proposed budgets, the following:

**50.2** Book Day - Members **AGREED** for the Events Officer to invite members of the public for their comments through social media and the local press on the following book themes plus any suggestions from members of the public:

- Noddy
- Peppa Pig
- Mary Poppins
- Dumbo
- Postman Pat
- Harry Potter
- Mr. Men

**50.3** Drive Through Time - Members **AGREED** to relocate the event to the seafront Esplanade and Prom. A Member asked that the accountant be asked to clarify whether the costs of the big screen could be termed as sponsorship as he considered it a discount as no actual funds had been paid to the Town Council.

**50.4** Proms in the Park - Members **AGREED** to hold the event in September and to tie in with the live BBC broadcast via a big screen. Furthermore, it was **AGREED** that the band from the twinning town of Weil am Rhein be invited to perform at the event.

**50.5** Funshine Days - Members **AGREED** to return to the original Funshine Day schedule of 4 weeks of 5 days. Members further **AGREED** to investigate the costs for marquees or some sort of enclosed structures for use during bad weather.

**50.6** Armed Forces Day - Members **AGREED** that the role of the Town Council in regard to the AFD event should move away from being the organisation

responsible for the official planning and Health & Safety to a more advisory relationship with financial support for the event and that from 2020, applications for funding would need to be by way of a Grant Aid application.

- 50.7** Christmas Illuminations Switch On - Members asked for Officers to research the cost for inviting a celebrity to switch on the 2019 Christmas illuminations.

**51. UPDATE ON EVENTS PROGRAMME FOR 2018 INCLUDING RATIFICATION OF ANY DECISION WHERE REQUIRED - REPORT BY EVENTS OFFICER**

The Events Officer's report was noted together with a further verbal update on the Events Programme for 2018 as follows:

- 51.1** WW1 Commemorations - Members **AGREED** not to read out the list of names of Bognor Regis soldiers killed in WW1 prior to the lighting of the Beacon. Members further **AGREED** to donate a Silent Soldier after 31<sup>st</sup> December 2018, to be housed at the Aldwick Royal British Legion. Members also **AGREED** to **RECOMMEND** to the Policy and Resources Committee that £1,000 be vired from this Budget to the Christmas Illuminations Switch On event.

- 51.2** Christmas Illuminations Switch On - Members **AGREED** to charge a nominal entry fee of £1.00 for the Christmas Grotto.

**52. UPDATE ON CHRISTMAS LIGHTS 2018 INCLUDING MEETING WITH CHICHESTER UNIVERSITY ON THE 23<sup>rd</sup> AUGUST 2018 - MIN. 16 REFERS**

The Projects Officer's report was noted.

**53. CONSIDERATION OF THE UTILISATION OF THE ADDITIONAL BUDGET OF £8,329.06 FOR AN EVENT RELATED PURPOSE - MIN. 32 REFERS**

***Cllr. Dillon left the meeting during this item and Members AGREED that Cllr. Goodheart would act as Vice Chair for the remainder of the meeting***

The Projects Officer's report was noted.

Members considered a number of suggestions which included, a soap-box race, big wheel and roller rink. Following discussions, Members **AGREED** for further research to be undertaken on the above suggestions, regarding costs and logistics and for the issue to be brought back to the Committee for further consideration.

**54. UPDATE ON MEETING HELD WITH ROX CHARITY TO EXPLORE A 3-YEAR PARTNERSHIP TO DELIVER A FESTIVAL EVENT - MIN. 40 REFERS**

The Projects Officer's report was noted.

***Members AGREED to adjourn the meeting at 7.54pm to allow the Councillor who had brought the Motion, seated in the public gallery, to make a statement***

***Cllr. Goodheart, having previously declared an Ordinary Interest in this Agenda item, made a statement and elected to leave the meeting whilst the item was debated***

***The Chairman re-convened the meeting at 8.00pm***

A lengthy discussion took place and a number of comments, questions and recommendations were considered:

- ROX events were very popular and the ROX organisation has a lot of public support
- If a major event has guaranteed funding for a fixed period it gives confidence to other funders when seeking match funding
- The idea of a partnership with ROX to test the water for future partnerships and joint ventures is a good idea
- Concerns that the original proposal was for £10k per annum but ROX have asked for this to be increased to £20k per annum
- The nature of the relationship with ROX in the past
- Concerns that ROX cancelled the Halloween event at short notice
- £20k per annum for one event eclipses the Town Council's own events that have to work on a much smaller budget
- If the Council were to look at a 3-year partnership funding deal should other organisations be invited to put proposals to the Council
- Should the Council be committing the next administration to a 3-year deal
- Should such a decision be made by only 3 Councillors

Following the debate, Members **AGREED** that, at the current time, the Council should not restrict itself to working in partnership with ROX to facilitate a festival event.

However, Members did **AGREE** to **RECOMMEND** to the Policy and Resources Committee that a sum of £10k per annum for a 3-year funding agreement be allocated in the budget beginning in the municipal year 2019/20, to explore the possibility of setting up a 3-year agreement with either an in-house or external partner to deliver an event as agreed by this Committee and to invite applicants to bid for the fund.

***Cllr. Goodheart re-joined the meeting***

**55. FURTHER CONSIDERATION OF THE PROPOSAL TO HOLD A COMMEMORATION EVENT TO MARK HOLOCAUST MEMORIAL DAY IN JANUARY 2019 - MIN. 42 REFERS**

***Members AGREED to adjourn the meeting at 8.19pm to allow the Councillor who had brought the Motion, seated in the public gallery, to make a statement***

***The Chairman re-convened the meeting at 8.23pm***

The Projects Officer's report was noted and following discussion, Members **AGREED** to mark the Holocaust Memorial Day by holding a low-key event prior to the Full Council Meeting nearest to the official commemorative date of the 27<sup>th</sup> January 2019. Four leaders of different faiths will be invited to say a prayer prior to the start of the meeting and members of the public will be invited to attend. The Mayor will be invited to lead on the proceedings. No cost is anticipated.

**56. TO NOTE CORRESPONDENCE**

The Committee noted receipt of the correspondence list, previously circulated.

**57. DATE OF NEXT MEETING**

Monday 10<sup>th</sup> December 2018.

***The Meeting closed at 8.32pm***