



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 THE ENVIRONMENT & LEISURE COMMITTEE

HELD ON MONDAY 14TH SEPTEMBER 2015

PRESENT: Cllrs. T. Gardiner (Chairman), J. Brooks, Mrs. J. Warr and P. Woodall

IN ATTENDANCE: Mrs. S. Green (Project and Street Scene Support Officer)
Mrs. L. Gill (Committee Clerk)

The Meeting opened at 6.31 p.m.

42. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies had been received from Cllrs. D. Barnes who was away, Mrs. S. Daniells who had family commitments, S. Goodheart (no reason given) and P. Dillon who was away. No apologies had been received from W. Toovey.

43. 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 an Ordinary Interest and the nature of the interest
- c) Whether it is also a Disclosable 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 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, not already recorded on their Register of Interests Form, within 28 days.

Cllr. J. Brooks declared a Disclosable Pecuniary Interest in the Football Club as his company provide electronic signage support. (Agenda item 12)

44. TO APPROVE THE MINUTES OF THE MEETING HELD ON 20TH JULY 2015 AND THE EXTRAORDINARY MEETING HELD ON 26TH AUGUST 2015

The Minutes of the Meetings held on the 20th July 2015 and 26th August 2015 were **APPROVED** by the Committee as correct records and were signed by the Chairman.

45. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no members of the public in attendance and no written questions had been received.

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

46.1 20th July – Min. 28 Report on Meadow Blue Community Energy Solar Farm

Members asked if the Solar Farm would be on a greenfield site. Following investigations the Project & Street Scene Support Officer can confirm this is the case.

46.2 20th July – Min. 30 Update on New ADC/BRTC Public Conveniences Working Group

Letters had been sent to the Director of Environmental Service at Arun District Council and to the Cabinet Member for Leisure & Amenities inviting them to attend this meeting. A response had been received advising that this would not be possible due to holiday commitments. However, a report reviewing toilet provision will be submitted to the Arun District Council Leisure Tourism and Infrastructure Working Group early 2016 and once the report has been written, prior to submission, a meeting will be arranged.

46.3 20th July – Min. 35 Update On Jetski Ramp Including Recent Clearance Operation

Members asked for a letter to be sent to Arun District Council to see if it would be possible to raise the level of the groyne adjacent to the ramp. The Engineering Services Manager for ADC had responded that, although sympathetic, raising the groyne by one plank would not solve the problem. It would just result in more shingle being trapped on its western side which would be taken out of the system affecting the littoral drift. ADC and the Environment Agency have to consider the management of the coastline as a whole not just one groyne bay.

47. WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET INCLUDING CONSIDERATION OF 2015/2016 BUDGET

Members were reminded that the Ward Allocation has been calculated at £125 per Member, due to the changes in Ward sizes. Therefore Wards with 1 Member will have £125, those with 3 Members will have £375 and those with 4 will have £500 to spend. Forms are available from the office and

these must be completed and signed by all Ward Members before being brought back to this Committee for consideration. This was **NOTED**.

48. BOGNOR IN BLOOM WORKING PARTY – CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS OF THE MEETING HELD ON 11TH AUGUST 2015

The Committee **RESOLVED** to **ACCEPT** the Resolutions, Recommendations and Reports in the Notes of the meeting held on 11th August 2015.

48.1 Members **RESOLVED** to **APPROVE** the costs of £6.00 for winner's rosettes from the Competition Expenses Budget and to give £5.00 of the remaining vouchers to Frame of Mind in lieu of a broken raffle prize.

49. TO RATIFY FIRST PAYMENT OF £20,000 TO ARUN DISTRICT COUNCIL FOR THE 2015/2016 PARTNERSHIP CONTRIBUTION FOR PUBLIC CONVENIENCES (REVENUE) AS AGREED IN THE SERVICE LEVEL AGREEMENT

Since the publication of the Agenda the Town Clerk had advised that the annual amount for Bognor Regis Town Council's contribution to the upkeep of Public Conveniences had been reduced to £30,000. The Committee therefore **RESOLVED** to **APPROVE** the payment of £15,000 to ADC being the first payment of the 2015/2016 revenue partnership contribution for the public conveniences.

50. TO RATIFY THE DECISION OF THE CHAIRMAN AND VICE-CHAIRMAN NOT TO PROCEED WITH THE CHRISTMAS ILLUMINATIONS COMPETITION

The Committee had agreed at the meeting in May 2015 Min. 12 to enter the Christmas Lights Competition. The entry had been shortlisted and the opportunity to proceed further with the Christmas Lights Competition had been offered but the decision had been made by the Chairman and Vice-Chairman not to proceed with this. Members **RATIFIED** this decision.

51. TO NOTE THE ANNUAL SERVICE OF CLOCK AND COMMUNICATION WITH ARUN RE CONTINUED WATER INGRESS

The Project and Street Scene Support Officer reported that the annual service of the clocks had taken place and that the contractor had reported there is still some water ingress to the tower which had been renovated recently. Arun had been notified and would investigate this. The report was **NOTED**. A Member had noticed the light in the clock had not been on one evening. This will be investigated.

52. CHRISTMAS ILLUMINATIONS UPDATE INCLUDING ANY FURTHER DETAIL ON ALDWICK ROAD

The report by the Project and Street Scene Support Officer was **NOTED**. Following discussion it was **RESOLVED** to **APPROVE** the purchase of 7 units of stock (ex-hire) at a cost of £350 each. The preferred design was on Option 3, a star motif. These will be provided in a range of colours and maintained by the electrical contractor. £1250 is to be donated by the

Aldwick Road Traders Group towards the purchase. The remaining costs will be funded from Earmark Reserves.

53. UPDATE ON SPONSORSHIP ADVERTISING BOARD AT BOGNOR REGIS FOOTBALL CLUB

Cllr. J. Brooks declared a Disclosable Pecuniary Interest as a contractor for the Football Club and left the meeting at this point and took no further part in the discussion or decision on this item.

The Project and Street Scene Support Officer reported that the Football Club had agreed that the Town Council could have two smaller signs for the same sponsorship cost as one large one. Some design options will be sent to Councillors for approval. The report was **NOTED**.

54. TOWN CENTRE ISSUES INCLUDING PUBLIC REALM WORKS, BOGNOR REGIS TRADERS ASSOCIATION AND THE OLD QUARTER WORKING GROUP

The report by the Head of Street Scene and Leisure Services was **NOTED**. A Councillor suggested that when the Town Centre Manager is running an event he displays a banner or sign attributing the event to Town Centre Management as some people had complained that one of these events was a drain on taxpayer's money assuming it was a Town Council event.

55. CONSIDERATION OF QUERY FROM WSCC AS TO WHETHER THE TOWN COUNCIL WISHES TO PREPARE A WINTER MAINTENANCE PLAN INCLUDING THE ORDER OF SUPPLIES OF SALT

The Project and Street Scene Support Officer's report was **NOTED**. It was **AGREED** to file a nil return for salt this year as there were sufficient supplies left from last year.

56. REPORT ON ARUN STREET COMMUNITY WORKING GROUP MEETING REGARDING PUBLIC SPACE PROTECTION ORDER AND WAY FORWARD

The report was **NOTED**. The Public Space Protection Order (PSPO) is a new scheme that forms part of the Governments Reforms to tackle Anti-social Behaviour and could benefit areas such as the Sunken Garden. Enforcement is key to its success but with impending cuts to Police and PCSO's numbers, alternative methods of enforcement may need to be considered. A Member believed that there are currently "enforcers" policing other schemes who, perhaps, could be accredited to enforce these Public Space Protection Orders. The Project and Street Scene Support Officer will investigate this further for the next meeting.

57. UPDATE ON JETSKI RAMP

Members **NOTED** the report.

58. CONSIDERATION OF A REQUEST FROM THE CHAIRMAN OF THE CYCLING AND WALKING TASK AND FINISH GROUP IN LIAISON

WITH WEST SUSSEX COUNTY COUNCIL TO ASSIST WITH A SURVEY ON LOCAL CYCLING AND WALKING PRIORITIES IN WEST SUSSEX

The report from the Project and Street Scene Support Officer was **NOTED**. Following discussion it was **AGREED** to complete the survey. Members advised the Project and Street Scene Support Officer of their opinions. It was **NOTED** the completed survey will be emailed to Members for agreement before submission.

59. REPORTS:

59.1 TO NOTE FINANCIAL REPORTS, PREVIOUSLY CIRCULATED

The Committee **NOTED** the Financial Reports which had been previously circulated.

59.2 ANY OTHER REPORTS

There were no other reports.

60. CORRESPONDENCE

The Committee **NOTED** receipt of the correspondence list, previously circulated, including the following additional correspondence received

Revive and Thrive Christmas Light Competition winners
Revive and Thrive - One day for all People Passionate about Place
Sea Water Quality in the Arun District to 1.9.2015
WSSC 1 application for busking licence

It was **AGREED** that Members only wished to see correspondence on Council business logged and not product sales information.

The Meeting closed at 7.44 p.m.