



BOGNOR REGIS TOWN COUNCIL

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ENVIRONMENT & LEISURE COMMITTEE

HELD ON MONDAY 21ST MARCH 2016

PRESENT:

Cllrs. T. Gardiner (Chairman), J. Brooks, P. Dillon, D. Maconachie, Mrs. J. Warr and P. Woodall

IN ATTENDANCE:

Mrs. S. Green (Project and Street Scene Support Officer)
Mrs L. Gill (Committee Clerk)
2 Councillors
4 Members of the public
1 Member of the Press (until Min. No. 106)
2 Representatives of WSCC Youth Provision (until Min. No. 106)
The Christmas Lights Contractor (for Min. No. 106)

The Meeting opened at 6.35 p.m.

100. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies had been received from Cllrs. D. Barnes, who had work commitments and S. Goodheart, due to illness. No Apologies had been received from Cllr. W. Toovey.

101. 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.

There were no declarations of interest made at this point in the Meeting.

102. TO APPROVE THE MINUTES OF THE MEETING HELD ON 18th JANUARY 2016

The Minutes of the Meeting held on the 18th January 2016 were **APPROVED** by the Committee as a correct record and were signed by the Chairman.

103. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no public questions at this time and no written questions had been received.

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

Min. 96 January 2016: To consider the condition of the plaque by the Olby Clock, as requested by the Heritage Partnership Meeting on the 27th October 2015

The new plaque is now in situ and the old plaque will be donated to the Bognor Regis Museum.

Min. 97 January 2016: Consideration of flooding issues, possible implications for the Town and contingency arrangements

As a presentation had already been scheduled for 21st March, the Resilience Officer from Arun District Council will be invited to attend the next Environment & Leisure Meeting on 16th May 2016.

105. WEST SUSSEX COUNTY COUNCIL YOUTH SERVICE PROVISION IN BOGNOR REGIS, PRESENTATION FROM AN OFFICER REPRESENTATIVE OF THE YOUNG PEOPLE SERVICE

The Committee **RESOLVED** to adjourn the meeting at 6.37. A presentation was then given by The Principle Manager Young People Service and a Service Manager of West Sussex County Council Youth Provision on service provision in Bognor Regis.

The Service Manager outlined the service available to targeted young people at the "Find It Out Centre" in Glamis Street and the "Phoenix Centre" at the Regis School. A full list of the activities and support available will be supplied by the Principle Manager. They acknowledged that the service was targeted and not open to all but are willing to work with others who can provide open access youth provision.

Representatives of 39 Club spoke regarding the delay in completing the works required for them to open which the Principle Manager agreed to investigate. A Councillor in the public gallery spoke about the Number18 club and what he saw as duplication of service. The Principle Manager responded that Number18 was open access which was not duplicated by target specialist provision. He also confirmed that consultation had been undertaken across the county whilst restructuring and that further information on Youth Provision could be found on Your Space online.

Members discussed open access Youth Provision and felt there was a place for the traditional style activities. A Member requested that WSCC endeavour to streamline the process to allow volunteers to work with children.

The Principle Manager affirmed that WSCC would be pleased to work with BRTC to enable provision of open access youth service in Bognor Regis.

The Service Manager informed that a local provision mapping process would be done shortly to inform of other activities and provision. WSCC will also make their consultation results available.

The Chairman thanked the representatives from West Sussex County Council Youth Provision Service for attending.

The meeting was reconvened at 7.20

106. REPORT ON CHRISTMAS ILLUMINATIONS 2015 DISPLAY AND CONSIDERATION FOR 2016

The Committee **NOTED** the report on the Christmas Illuminations displays in 2015. Option 3 was **AGREED**, to install a temporary scheme from a stock range, using new frames for a one year only deal at no extra cost. The Christmas Lights Contractor had secured a deal with the lighting providers that the Council could have a trial set of wifi controllers which work on a smartphone app and can be used to control the timers and the switching on/off of the lights. If this is installed and in the future the same lighting supplier used, the displays could be multifunction programmed.

Following discussion Members **AGREED** to accept the offer of a trial wifi system with Champagne Eclatant design lights (170034) with multi coloured background detail (to be decided) and the existing snowflake display.

107. TO RATIFY RESPONSE TO ARUN DISTRICT COUNCIL REGARDING CAR PARK CHARGES

Arun invited Town Councillors to comment on the proposal to increase car parking charges. Due to the timescale this was distributed by email. The response by Councillors was to object to the proposed increases and these comments were passed to Arun to be included in their report.

The response to the proposed car parking charges was **RATIFIED**.

108. REPORT ON GATEWAY SIGNAGE - REQUEST FROM WSCC TO REPAINT THE GATEWAY SIGNAGE TO MATCH THE PUBLIC REALM WORKS

The Project & Street Scene Support Officer referred to her report. Following discussion Members **AGREED** that they would grant permission to WSCC through an informal process for the gateway structures to be re-painted in the new shade to match the Public Realm Works.

109. ALLOTMENTS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE EXTRAORDINARY MEETING HELD ON 2ND FEBRUARY 2016

The Committee **RESOLVED** to **ACCEPT** the Resolutions, Recommendations and Reports from the Minutes of the extraordinary meeting held on 2nd February 2016.

110. BOGNOR IN BLOOM WORKING PARTY - CONSIDERATION OF THE RESOLUTIONS RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETINGS HELD ON 26TH JANUARY 2016 AND 25TH FEBRUARY 2016

The Committee **RESOLVED** to **ACCEPT** the Resolutions, Recommendations and Reports in the Notes of the meetings held on 26th January 2016 and 25th February 2016.

- 110.1** The Working Party recommended to this Committee that the Town Council adopts two pieces of land in Amberley Drive which appear not to be tended or owned by WSCC or ADC in order to maintain them. It was **AGREED** to make this an Agenda item at the next meeting.
- 110.2** Members **RESOLVED** to **APPROVE** that the competition expenses balance of £379.33 be earmarked to cover costs of the 2016 competitions including prizes.
- 110.3** Members also **RESOLVED** to **APPROVE** that £607.75 be earmarked from the 2015/16 Environmental Projects budget to fund improvements to the ground between the Alexandra Theatre and Brewers Fayre and also car park boundaries at Hothampton and Queensway.
- 110.4** Members **RESOLVED** to **APPROVE** that the fundraising balance of £135 be moved to earmarked reserves.
- 110.5** Members also **RESOLVED** to **APPROVE** that £505 from the Environmental Projects budget which is no longer being used for the water butt be put back into the Town Council's reserves.

111. CONSIDERATION OF A RESPONSE TO THE WEST SUSSEX COUNTY COUNCIL CONSULTATION ON THE FUTURE OF THE 3 IN 1 CARD CONCESSIONARY TRAVEL SCHEME FOR YOUNG PEOPLE

The report by the Project & Street Scene Support Officer was **NOTED**. Following discussion it was **AGREED** that the Committee response would be Option 3: "The 3in1 Card scheme ceases to operate. Only statutory home to school transport assistance for eligible pupils would apply. Additional funding would be provided for eligible 16-19 year olds from low income families who are in full time further education". Officers will action the response.

112. WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET INCLUDING CONSIDERATION OF 2015/2016 BUDGET, RATIFICATION OF SPENDING TO DATE AND TO EARMARK REMAINING FUNDS FOR SPECIFIC PROJECTS

Following discussion it was **RESOLVED** to:

- 112.1** Ratify donation of £500 to Bognor CAN Creative Communities* - £125 from Hatherleigh ward and £375 Pevensy ward.
* Creative Communities is a branch of Bognor CAN that provides craft and art workshops for the elderly, young and those with learning difficulties. There are also regular sports events for children.
- 112.2** Ratify donation of £500 to Aldwick Business Association - £125 Marine North ward and £375 Marine ward.
- 112.3** Ratify donation of £250 to Stonepillow from Hotham Ward to provide a hot meal for the homeless over the Christmas Period.
- 112.4** Ratify that the Orchard Ward Allocation be used for the purchase of a bench to be sited on Laburnum Grove playing field including installation. These funds to be earmarked awaiting invoice.
- 112.5** Proposal to earmark the remaining £250 from Hotham Ward for Club 39 when this is up and running.

The ongoing proposal for improvements to an area in Upper Bognor Road will be deferred and relooked at in the next financial year.

112.6 Members also **RESOLVED** to **APPROVE** that the £500 undrawn Councillor Allocation be earmarked for a summer event to be run during the school holidays.

113. REPORT ON OVERVIEW SELECT COMMITTEE MEETING – ENGINEERING SERVICES ANNUAL REVIEW HELD ON 15TH MARCH 2016

The Chairman reported that he had attended the meeting. Much of the meeting had been on issues outside the wards of Bognor Regis but it had been reported that Bognor Regis had gained 1% more beach. The report was **NOTED**.

114. TO RATIFY COUNCILLORS ATTENDANCE AT SEA DEFENCE CONFERENCE 26TH APRIL 2016

Members were informed of the Sea Defence Conference and Councillors P. Dillon and T. Gardiner requested to attend. Places have been booked. The Committee **RATIFIED** this attendance as an Approved duty.

115. TOWN CENTRE ISSUES INCLUDING PUBLIC REALM WORKS, BOGNOR REGIS TRADERS ASSOCIATION, BOGNOR REGIS RAILWAY STATION AND OLD QUARTER WORKING GROUP

The Project and Street Scene Support Officer's report was **NOTED**. A Member advised that he had requested that the Station clock be set correctly and be working. At the present time only the hour hand is working but he is assured the clock will be repaired soon.

116. UPDATE ON REQUEST FROM MEMBERS FOR COUNCILLOR REPRESENTATION AT PUBLIC REALM MEETINGS AND INFORMATION REGARDING THE PUBLIC REALM WORKING GROUP – MIN.92.2 REFERS

The report from the Project and Street Scene Support Officer was **NOTED**. Members also **NOTED** the All Member's Briefing scheduled for 6th April. The Chairman commented that it was correct that Councillors made decisions and officers carried them out.

117. CONSIDERATION OF INSTALLATION OF MICROPHONES IN THE COUNCIL CHAMBER - REPORTS FROM CLLR. BROOKS AND THE PROJECT AND STREET SCENE SUPPORT OFFICER

A Member asked the Committee to consider a proposal to install microphones in the Council Chamber to assist with the acoustics as he believes members of the public are unable to hear Councillors clearly. He has been able to secure some second hand microphones from ADC at no cost, however, installation and maintenance will be the sole responsibility of BRTC.

There will be no further contribution from ADC. A budget of £500 had previously been set aside by the Town Council to look at this but investigations have revealed that the likely cost of installation would be considerably more.

The report by the Project and Street Scene Support Officer previously circulated also drew attention to the statement from ADC that as part of their 2020 vision one of the projects to reduce future costs included "explore

alternative use of Bognor Regis Town Hall". It is anticipated that this work will be carried out during 2016/17.

Should this work on reducing costs conclude that the Town Hall be used for some other purpose or purposes then any costs incurred by BRTC on installing a sound system may only have a relatively short life.

A proposal was made to take this to the Policy and Resources Committee to identify a budget for the installation. Members voted 2 in favour and 4 against taking this to the Policy and Resources Committee at this time.

Cllr. Brooks asked that it be minuted that he was very disappointed with the decision that the Committee had not taken the opportunity to install microphones, hearing loops and listening aids.

118. TO RATIFY SECOND PAYMENT OF £15,000 TO ARUN DISTRICT COUNCIL FOR THE 2015/2016 PARTNERSHIP CONTRIBUTION FOR PUBLIC CONVENIENCES (REVENUE) AS AGREED IN THE SERVICE LEVEL AGREEMENT

The Committee **RESOLVED** to **RATIFY** the payment of £15,000 to Arun District Council, being the second payment of the 2015/2016 revenue partnership contribution for the public conveniences.

A Member requested that the Project and Street Scene Support Officer request the report promised by Arun regarding toilet provision in Bognor Regis.

119. CONSIDERATION OF NATURAL ENGLAND'S COASTAL ACCESS PATH PROJECT

The Project and Street Scene Support Officer reported that information on the Coastal Access Path Project had been previously circulated if any Members wished to participate. This was **NOTED**.

120. REPORTS:

I. TO NOTE FINANCIAL REPORTS, PREVIOUSLY CIRCULATED

II. ANY FURTHER REPORTS

The Committee **NOTED** the Financial Reports which had been previously circulated. There were no further reports.

121. CORRESPONDENCE

The Committee **NOTED** receipt of the correspondence list, previously circulated.

The following additional correspondence had been received.

1. 19 WSCC requests for busking licences
2. 10 WSCC Events applications

The Meeting closed at 8.45 p.m.