



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE ENVIRONMENT & LEISURE COMMITTEE MEETING

HELD ON MONDAY 15th MARCH 2010

PRESENT: Cllr. Mrs. J. Gillibrand (Chairman), Cllrs: E. Anderson, J. Passingham, K. Scutt and Mrs. J. Warr

IN ATTENDANCE: Mrs. G. Frost (Deputy Town Clerk)
One Councillor in the Public Gallery (Part of the Meeting)

The Meeting opened at 7.04pm

114. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies had been received from Cllrs. Mrs. S. Daniells and S. McDougall.

115. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of personal and/or prejudicial 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 personal interest and the nature of the interest
- c) Whether it is also a prejudicial interest
- d) If it is a prejudicial interest, whether they will be exercising their right to speak under 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.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Prejudicial and Personal. These forms to be returned to the Deputy Town Clerk at the end of the meeting to enable all declarations of interest to be accurately recorded in the Minutes.

Cllr. Passingham declared a Prejudicial Interest in Bognor Regis Seafront Lights and any funding they may have applied for or any event they arrange or help to arrange

Cllr. Mrs. Warr declared a Prejudicial Interest in Bognor Regis Seafront Lights and any funding they may have applied for or any event they arrange or help to arrange

The Committee noted that there were two Declarations of Interest made at this point in the Meeting.

116. TO APPROVE THE MINUTES OF THE MEETING HELD ON 1st FEBRUARY 2010

The Minutes of the Meeting held on Monday 1st February 2010, were agreed as an accurate record and were signed by the presiding Chairman.

117. ADJOURNMENT FOR PUBLIC QUESTION TIME

Cllr. Wells requested that he be allowed to address the meeting regarding the proposals for the ward allocation funding for Hotham Ward. It was AGREED that this would be discussed under the relevant agenda item.

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

118.1 21st December - Min. 89 Request to Tesco's to relocate/replace commemorative plaque

Members noted that the Deputy Store Manager from Tesco's had contacted the Deputy Town Clerk to confirm that the plaque has now been moved to the right so that it is visible to the public and no longer obscured by the new front enclosure.

119. OLBY'S CLOCK UPDATE - MIN. 100.3 REFERS

119.1 The Deputy Town Clerk advised that despite several requests to the Cumbria Clock Company for an update, this information was still awaited.

119.2 The Structural Engineer had forwarded a copy of a letter he had received from A.D.C. Building Control confirming that Building Regulation approval was required. A cheque to the value of £199.70 to cover the application and inspection fee had been forwarded to the Structural Engineer for submission with the application. Subsequently, a copy of the application submitted to A.D.C. had also been received for the Council's records.

119.3 Members noted that as the work of the Structural Engineer is now virtually complete, apart from any queries raised by Building Control, an interim account in respect of his services to the value of £700 had been received and payment had been made.

120. MEETING WITH THE OWNER OF THE PIER MIN 100.4 REFERS - REFERRED BACK FROM TOWN COUNCIL MEETING 8th MARCH 2010 FOR FURTHER CONSIDERATION

Members spoke in support of their previous decision to put this matter on hold for the time being. Comment was made that no funds were available and the Town Council currently had no involvement with the organisation of any events on the Pier. Councillors were in agreement that unless there was a purpose to the meeting with definite points to raise and proposals to be put forward, then this item should be deferred until there was something concrete to discuss.

121. WARD ALLOCATIONS ENVIRONMENTAL PROJECTS BUDGET INCLUDING:

121.1 Proposals for Orchard, Hotham and Pevensey Wards including approval to earmark these allocations subject to specific projects being identified - Min. 101 refers

a. Hotham Ward

It was AGREED that Cllr. Wells could address the meeting.

Cllr. Wells reported that discussions with Hotham Ward Councillors had taken place regarding the allocation of the funds available. He referred to the 'Week of Activities' an initiative to promote interests to children organised by PCSO Jan Williams and her colleagues during the summer holidays last year at the 39 Club. PCSO Jan Williams was keen to repeat this initiative this year, subject to the availability of funding. Cllr. Wells confirmed that Hotham Ward Councillors were in agreement that £500.00 from their allocation should be used to support this initiative.

Cllr. Burt had requested that Cllr. Passingham report on his behalf in connection with use of the balance of the funding for Hotham Ward as he was unable to attend the meeting this evening. Cllr. Burt was proposing that the remaining budget be used to purchase an oak leaf table and chairs for installation in Hotham Park playground. A picture of the table and chairs was circulated to those present and it was noted that the purchase price in 2009 was listed as £565.00. The possibility that this price may have risen and that a delivery charge would also need to be added were noted. Hotham Ward Councillors present at the meeting were in agreement with this proposal. The Deputy Town Clerk advised that the cost of the two proposals for Hotham Ward would exceed the balance available to spend, it was therefore AGREED by the Hotham Ward Councillors present that any overspend would be deducted from their 2010/2011 ward allocation. The Committee **RESOLVED** to fully support these proposals.

(NOTE: As a result of further investigation it appears the price quoted does not include the provision of four chairs. Liaison will therefore be undertaken with Hotham Ward Councillors to seek their agreement for the additional cost to be funded from their 2010/2011 allocation and a report to update the Committee will be made at the next meeting.)

b. Orchard Ward

Cllr. Passingham reported having consulted with the Orchard Ward Councillors, it was proposed that a dish roundabout be purchased from their allocation of the budget at a cost of £798.00 with the balance being used to cover the cost of delivery and possible installation charges. This would be located in Laburnum Grove play area and despite this being on the ward boundary, it was felt that this play area, as a result of its location, is used by many of the children from Orchard Ward who would benefit from the addition of this new piece of equipment. The Committee **RESOLVED** to fully support this proposal.

(NOTE: It has since been established that there is no play area at Laburnum recreation ground. As a result of advice taken, Members are reminded that the Environmental Projects Ward Allocation budget is for use within the four wards. Ward Councillors are advised to consider Hampshire Avenue play area as an alternative location for a piece of equipment owing to the potential legal implications of spending public funds on assets located outside the Town Council's ward boundaries. This matter will therefore be referred to the next meeting for further consideration and this budget will be earmarked until a decision is taken).

c. Pevensey Ward

No proposals had been put forward by Pevensey Ward Councillors to the meeting and no Councillors representing Pevensey were present. It was therefore AGREED by the Committee that rather than the funds be unspent, as this was the last opportunity to allocate the funds prior to the end of the financial year, it be recommended to Pevensey Ward Councillors that their budget allocation be used to purchase a hardwearing public seat. This to be made from recycled materials as a replacement for the damaged seat opposite the Co-operative stores in Hawthorn Road located outside the One Stop shop next to the telephone box. The Committee **RESOLVED** to fully support this proposal subject to the agreement of Pevensey Ward Councillors regarding the proposed use of this funding. Alternatively the Pevensey Ward Allocation would be unspent with the balance being returned to general reserves at the end of the financial year.

d. It was noted that approval from the Head of Parks and Green Space at A.D.C. would be sought regarding the proposals for the equipment for Hotham Park playground and Laburnum Grove play area prior to orders being placed.

e. It was AGREED that the Ward allocation budgets for Hotham, Orchard and Pevensey Wards would all be earmarked to fund the proposals as detailed above in the event that these are not undertaken by the current financial year end.

121.2 Approval for balance of Marine Ward allocation to be earmarked to address issues concerning crime and disorder, cycling on the pavement, and traffic and parking issues, particularly in the High Street and Aldwick Road as discussed previously under Min. 84.1

The Committee **RESOLVED** that the balance of the Marine Ward allocation totaling £730 should be earmarked to address issues concerning crime and disorder, cycling on the pavement and traffic and parking issues particularly in the High Street and Aldwick Road as had previously been agreed.

122. DOG FOULING AND POSSIBLE USE OF SIGNAGE AT THE ENTRANCE TO ALLEYWAYS IDENTIFIED AS BEING MAJOR PROBLEM AREAS - UPDATE FROM CLLR. PASSINGHAM - MIN 102.1 REFERS

122.1 Cllr. Passingham reported that A.D.C. was awaiting the results of the Asset Management Review before responding to his enquiry regarding pathway stencils. Unofficially he understood that this had now been completed and no funding was available so he was expecting to receive a negative response to his proposal. He agreed to report back to the Committee when he received an official response from A.D.C.

122.2 A Councillor commented about the level of dog fouling that was occurring down Nyewood Lane and requested that contact be made with the A.D.C. Dog Warden to see if something could be done. The area nearest the seafront in Nyewood Lane, parts of Aldwick Road and Kings Parade in Aldwick were all identified as areas experiencing high levels of dog fouling which should be reported to A.D.C.

123. A.D.C. ASSET MANAGEMENT REVIEW UPDATE - MIN. 102.2 REFERS

Following the last meeting, the Deputy Town Clerk had requested an update from A.D.C. on the position with regard to the Asset Management Review. A response had been received to

advise that a report was raised to the Clean and Safe Working Party, showing a shortfall in funds needed to repair bins in the worse condition across Arun, which works out to be around £35,000. The current situation is that no new installation of bins is being undertaken as funds do not exist to maintain the current stock let alone adding new. The recommendation from the Working Party was that extra funds should be provided once the financial situation at Arun has improved, but with 3.3m of savings to be found it does not look as though any funding will be available in the near future. A.D.C. is exploring other avenues of funding future bins and would be interested in hearing any comments Town Councillors may have. It was also pointed out that Bognor Regis Town Centre and sea front areas received substantial funding from a service bid three years ago and some 50 bins were replaced, which has made the results better for Bognor Regis than some other areas that have not had any investment for a long time.

Reference was made to the £2.75m windfall received by A.D.C. from Butlins for their lease extension, which Arun had advised was to be used over the whole of the Arun District. A Councillor queried why the £35,000 shortfall needed for repairs to bins could not be released from these funds, which it was felt would be money well spent that would benefit the whole area, not just Bognor Regis. Members felt that this was a substantial amount of money from a Bognor based business and queried whether equivalent levels of funding were available from other parts of the district. Following further discussion, the Committee agreed that they would like to see the shortfall for repairs funded from this pot, which would be beneficial Arun wide. The Deputy Town Clerk to write to the Services Director at A.D.C. to seek his views on this proposal.

The Committee AGREED that Cllr. Wells could address the meeting on this matter. Cllr. Wells suggested that Town and District Councillors should have a meeting with the A.D.C. Chief Executive, Mr. Sumnall to discuss the whole issue of the Butlins funding and how this might be spent.

124. CLEANSING OF FOOTPATHS REPORT FROM CLLR. MCDUGALL - MIN. 102.3 REFERS

In the absence of Cllr. McDougall it was AGREED that this item would be referred to the next meeting.

125. MILLENNIUM CLOCK REPAIR UPDATE AND CONSIDERATION OF THE WAY FORWARD (IF FURTHER INFORMATION AVAILABLE) - MIN 103 REFERS

Members noted the response from the Head of Surveying and Estates at A.D.C. advising that the repair would not be covered by the Council's insurance. Because of the clock towers design it is not a watertight structure and never has been and is designed with internal gutters to collect any water entering the building. The lights proposed within the quote previously supplied by A.D.C. are for external use and therefore suited to this location. A.D.C. propose that their electrician installs the new lights with A.D.C. covering this cost leaving the cable to be connected to the electronic clock controller by Smith of Derby, with this cost covered by B.R.T.C. Following a brief discussion, it was AGREED that the Deputy Town Clerk should acknowledge the response from A.D.C. and advise that contact will be made with Smith of Derby to seek their views on this proposal. Subject to their approval, an amended quotation will also be sought to reconnect the lighting system, service the electronic controller and reset. The amended quotation will be referred to the next meeting for the Committee's approval prior to progressing with the repairs.

126. FURTHER CONSIDERATION OF DESIGN AND LOCATION FOR NEW PUBLIC SEAT - TWINNING GIFT FROM WEIL AM RHEIN - MIN 104 REFERS

The Committee noted the various designs of tree seat that were available and spoke in support of this option. The seat would be located around the Sun Sculpture at the junction of High Street and London Road. Members AGREED that the teak round backless tree bench at £600 would be their preferred design. The Deputy Town Clerk advised that the internal diameter of the seat would need to be checked to ensure this would fit around the sculpture and minor amendments may need to be made. The possibility that planning permission may be required was also noted, which would also incur additional expense. Additional funds in the region of £160 will be required to purchase this seat and consideration will need to be given to funding this from the Rolling Capital Programme as no other budget is available. This would therefore be referred to the Policy and Resources Committee for ratification when the final figure for the additional expenditure is known. As the installation of the seat is unlikely to be completed prior to the end of the financial year, the funds from Weil am Rhein (£442.16) towards this project will need to be earmarked. This was AGREED.

127. FURTHER CONSIDERATION OF PURCHASE OF SECURE STORAGE FOR MET SITE EQUIPMENT FOLLOWING RESEARCH BY CLLR. PASSINGHAM OF ALTERNATIVE OPTIONS (IF FURTHER INFORMATION AVAILABLE) - MIN. 109 REFERS

Cllr. Passingham suggested that the Committee consider the possibility of the installation of a Feeder Pillar as a storage facility at the Met Site. These are boxes made of sheet steel and then galvanized that can be painted to blend into their surroundings. Details of various suppliers had been forwarded to the Deputy Town Clerk to investigate costs and this information was still awaited. This item would therefore be referred to the next meeting. Cllr. Passingham suggested that the Committee may also consider the possibility of purchasing a B.R.T.C. plaque for the new storage facility like the one commissioned for Winnie the Steam Engine. Consideration of this proposal would be placed on the agenda for the next meeting.

128. ADC PROPOSALS FOR SEAFRONT MOUNDS MIN. 112 REFERS - REFERRED BACK FROM TOWN COUNCIL MEETING 8th MARCH 2010 FOR FURTHER CONSIDERATION AND RESPONSE

Concerns had been raised at the recent Town Council meeting in connection with the A.D.C. proposals to spend £10,000 Section 106 funding to enhance areas of the mounds on the promenade in view of the proposals for regeneration of the seafront area. Members agreed that more information was required regarding the proposals for this area to enable them to consider this in more detail at the next meeting. The Deputy Town Clerk would contact A.D.C. to request more details.

129. A.D.C. BOGNOR REGIS CAR PARKING SURVEY - COPIED TO COUNCILLORS

- 129.1** Copies of the A.D.C. Bognor Regis Car Parking Strategy Survey were noted as being received, copied to all Councillors.

The Deputy Town Clerk referred to question 3 on the survey, which proposed restricting 'town centre' and 'seasonal' car parking permits for use only in the Fitzleet multi-storey car park and the London Road car park. It was noted that Town Council staff have 'town centre' parking permits and the Deputy Town Clerk had raised concern with A.D.C. regarding staff working in the Town Hall and having to park elsewhere in the town particularly when they have to attend evening meetings. The A.D.C. Task Force Project and Programme Manager had confirmed that arrangements would be made for all staff from the various organisations working within the Town Hall to get a different permit to allow them to continue parking in the Regis Centre car park prior to any new strategy being implemented. Members AGREED that this point should be reiterated to A.D.C. in any response.

Members raised other issues of concern which included the possibility of removing Lyon Street from the parking stock to (perhaps) realize redevelopment value when potentially parking could be lost under the regeneration plans for the Regis Centre and Hothampton car parks. Also, comparing the level of parking charges in neighbouring centres such as Chichester and Worthing when the quality of the car parks in these areas is totally different to Bognor Regis. Concern regarding the proposals to change the access to the Regis Centre car park from the Esplanade rather than Belmont Street or Clarence Road when the St. Modwen proposals for the seafront area were not yet clearly defined was also stressed.

A Councillor queried why the District Council was wasting money on a survey until a clear plan on the regeneration of the town had been received from St. Modwen. Members agreed that the survey was all too early until their plans were on the table and felt that until the developer can put forward their development brief, it is impossible to know what the parking situation will be. In these circumstances it was felt that the parking situation should remain unchanged until a clearer picture regarding regeneration is known. Members requested that this issue be discussed at the next B.R.T.C./A.D.C. Liaison meeting.

- 129.2** The letter from A.D.C. advising of the proposals to vary the car parking charges from April 2010 was noted as being received, copied to all Councillors. Members noted that any comments on the proposals needed to be submitted by 8th April 2010, which did not allow time for this to be deferred. Any response would therefore need to be ratified at the next meeting.

The Committee discussed the various proposals at length and referred to the charges at the Fitzleet car park for up to 3 hours. Comment was made that despite there being no change in this charge, Councillors would like to see this charge rounded down or if this is not possible rounded up by five pence owing to the difficulty experienced by some users in having the correct coinage particularly as no change is given. This would also bring some form of uniformity to the charges. Reference was also made to the diminishing returns that A.D.C. would surely experience if car parking charges kept rising and comment was made that this must already be happening as car parks were already not being used to their capacity and in many cases had empty spaces on a regular basis. In the current economic climate, Councillors felt that many people were struggling and were being penalized through taxation and now this was also being done through car parking charges.

130. CONSIDERATION OF QUOTATIONS FOR REPAIRS/REPLACEMENT OF TOWN COUNCIL'S BEACON BASKET (IF INFORMATION AVAILABLE)

The Deputy Town Clerk circulated photographs to Councillors present showing the deterioration to the seaward side of the beacon. Three quotations had been received to carry out the works, which were detailed by the Deputy Town Clerk. The general feeling of the companies who had been asked to submit quotations was that the current beacon basket was beyond economic repair due to the corrosion, a new replacement basket was therefore required. Following some debate, it was **RESOLVED** to **RECOMMEND** to the Policy and Resources Committee to proceed with the replacement of the beacon basket made to a similar design and accept quotation number 1 at a cost of £1,290.00 to be funded from the Rolling Capital Programme. Members noted that a scaffold tower to dismantle the old basket and replace this with the new one would also need to be hired to undertake this work at an additional cost of £260. The finished product would be galvanized after manufacture and the final painting would be undertaken by the Town Force team. It was further **RESOLVED** to **RECOMMEND** to the Policy and Resources Committee that the ancillary costs as detailed should also be funded from the Rolling Capital Programme.

131. CONSIDERATION OF RESCHEDULING THE JUNE COMMITTEE MEETING FROM 28th JUNE 2010 TO 12th JULY 2010

The Deputy Town Clerk advised that she wished to take annual leave at the time of the June Committee meeting and requested that the Committee consider rescheduling the meeting to the 12th July 2010. This was **RESOLVED**.

132. GREENING CAMPAIGN UPDATE AND CONSIDERATION OF WAY FORWARD

The Report on the Greening Campaign, previously copied to Councillors was noted. Reference was made to the proposal by the Greening Campaign South East Regional Coordinator to promote the scheme in one ward only and if successful a second ward could be considered. It was felt that the scheme would not work if it was approached by single wards and it was noted that the Town Council has no significant budget to support the inclusion of the other wards at this time. Following some debate, it was **RESOLVED** that the scheme should therefore be put on hold. A Councillor commented that the electorate has other pressing concerns with recession and unemployment etc. and it was not the right time to progress this. It was stressed that residents are already undertaking some elements of the Greening Campaign as part of their daily life.

133. PUBLIC CONVENIENCES - RATIFICATION OF SECOND PAYMENT TO A.D.C. OF 2009/2010 PARTNERSHIP CONTRIBUTION (REVENUE) AS AGREED IN THE SERVICE LEVEL AGREEMENT

The Committee **RESOLVED** to approve the payment of £20,000 to A.D.C. being the second payment of the 2009/2010 revenue partnership contribution for the public conveniences.

134. PUBLIC CONVENIENCES WORKING PARTY - CONSIDERATION OF THE RECOMMENDATIONS IN THE NOTES OF THE MEETING HELD ON 9th FEBRUARY 2010

Notes of the meeting had been circulated to Councillors with the agenda. Proposals in connection with the East Promenade toilets, Waterloo Square toilets and plans to move forward with the Community Toilet Scheme were noted. A draft of the report prepared by the A.D.C. Services Director, Mr. Rogers as a result of the Working Party meeting for

consideration by the Bognor Regis Sub-Committee in May had also been circulated to the Committee and was noted. Following a brief debate, the Committee **RESOLVED** to accept the Recommendations and Reports from the Notes of the meeting held on 9th February 2010 - **Appendix '1'**

135. BOGNOR REGIS IN BLOOM WORKING PARTY - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETINGS HELD ON 11th FEBRUARY 2010 (IF AVAILABLE)

135.1 Councillors spoke in support of the decision not to enter the national competition this year.

135.2 A Councillor commented that the District Council had now installed railings around the top of the planter adjacent to the Bedford Street toilets and replanted this with shrubs, which had made a vast improvement to this area.

135.3 The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Notes of the meeting held on 11th February 2010 - **Appendix '2'**

136. ALLOTMENTS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 16th FEBRUARY 2010

The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on 16th February 2010.

137. REPORTS

137.1 Financial Reports

The Committee noted the financial reports, which had been previously circulated.

137.2 Any Other Reports

There were no other reports.

138. CORRESPONDENCE

The Committee noted receipt of the correspondence as detailed - **Appendix '3'**

The Meeting closed at 8.47pm

BOGNOR REGIS TOWN COUNCIL & ARUN DISTRICT COUNCIL
PUBLIC CONVENIENCES WORKING PARTY
TUESDAY 9th FEBRUARY 2010
HELD AT THE TOWN HALL, BOGNOR REGIS

NOTES OF THE MEETING

PRESENT: Bognor Regis Town Council Cllr. Jim Brooks
Cllr. Greg Burt
Glenna Frost (Deputy Town Clerk)
Mrs. J. Hambleton (Note taker)

Arun District Council Mr. Colin Rogers
Mr. Nigel Horwill

The meeting opened at 6.05pm

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr. Adam Cunard.

2. APPROVE THE NOTES OF THE WORKING PARTY MEETING HELD ON 9th APRIL 2009

The Working Party APPROVED the Notes of the meeting held on 9th April 2009 as a true and accurate record of the proceedings.

Cllr. Brooks declared a Prejudicial Interest in the Regis Centre in relation to toilets and advertising

3. ANY MATTERS ARISING FROM THE NOTES

9th April 2009 – Minute 4.7 – Summary Others Points Raised

Cllr. Brooks asked that the installation of time locks should be considered by A.D.C. Mr. Horwill and Mr. Rogers felt there might be some problems as the toilets have two doors and it was thought the security door may not operate with a time lock but they were prepared to investigate this.

Mr. Rogers agreed that when A.D.C. is considering refurbishment of the public conveniences all of the points raised under Minute 4.7 would be considered - opening times, time locks, automatic lighting, sanitizers, solar panels and recycling rainwater.

4. A.D.C. PROPOSED CUTS IN FUNDING FOR PUBLIC CONVENIENCES AND CONSIDERATION OF POTENTIAL CONSEQUENCES

Mr. Rogers had prepared a report for the meeting to bring Members up to date. (**Appendix1**). He recommended agenda items 4 and 5 should be considered together. This was **AGREED**.

4.1 Community Toilet Scheme

Mr. Rogers made reference to the 'Community Toilet Scheme'. While the scheme is being implemented in some areas around the country with pubs, restaurants and businesses receiving in some cases £1,000 a year to open up their toilets to the public, A.D.C. had not been able in the past to provide any financial support to fund the scheme.

4.2 Condition of Toilets

It was reported that Bedford Street and Hotham Park toilets had already been refurbished and the other public toilets, which needed refurbishing, were highlighted in the report.

There was a possibility that the East Promenade toilets that were prone to flooding due to the seawater ingress may be closed. Refurbishment would cost approx £48k and closure would save an estimated £6k annually which could be considered for use to commence funding of the Community Toilet Scheme.

Cllr. Burt welcomed the report and thanked Mr. Rogers for the information. He said B.R.T.C. was not against the closure of this toilet but would support the unit being marketed for alternative retail uses. It was also suggested the gap between this toilet and Sea Road, Felpham, was a long way. It was felt that there were no immediate businesses in this area of the seafront that would be able to offer the Community Toilet Scheme.

Comment was made about the proposals for a water sports centre in this area in the future. Should this not materialise then Mr. Horwill suggested that investigations into turning the facility at the Foreshore Office into a unisex toilet with pay to use could be looked at.

Cllr. Burt said he could not understand why A.D.C. was prepared to invest £125k in refurbishing the Waterloo Square toilets. Reference was made to the Minutes of the meeting of 9th April 2009 Minute 4.1 at which there were no A.D.C. representatives.

Cllr. Burt said having spent time talking about the large footprint, building something subterranean and commercial potentials why not flatten the toilets and start again. He suggested if the land at the back were to be remodelled it had no natural surveillance and believed B.R.T.C. would not be prepared to spend public money on refurbishing the Waterloo Square underground toilets which were not DDA compliant. Cllr. Burt suggested the proposed toilet footprint was too large.

Mr. Horwill said it would cost more than £125K to flatten and A.D.C. was also looking at concessions or potentially a Visitor Information Centre in this area. The existing toilets are half underground. Ground level at the rear is lower than at the front. A.D.C. had considered plans to introduce a ramp downwards to provide disabled access and only a third of the footprint would be used for toilets with the rest available for alternative uses.

Cllr. Burt suggested the toilets could still flood and spoke about the driving rain which currently pours down the steps into the toilets. He suggested rainwater from the storms and water from high seas would just run down the ramps and into the toilets. A.D.C. would be faced with the same water table problems. The proposals for Waterloo Square toilets would be a missed opportunity. Mr. Horwill said he was not aware of any incidents when these toilets had flooded in heavy rain falls.

In answer to a query, Mr. Rogers reported that he had spoken with the mini golf concessionaire who had confirmed he had no current interest in extending the mini golf into the toilet site.

Mr. Rogers queried whether the Town Council would be in favour of an alternative use being considered for Waterloo Square with this area being offered for retail use. Cllr. Burt advised that the idea was to flatten the existing toilets, to use part of the footprint for public conveniences at ground level and provide two retail units for concessions to be let out on a lease to help pay for the scheme. One unit could possibly be considered as a catering outlet.

Mr. Rogers advised that expressions of interest were to be sought for proposals to host the Visitor Information Centre by A.D.C.

It was **AGREED** that the East Promenade toilets should be closed and the site offered for alternative use; and the new Waterloo Square toilets should include one third toilets and commercial units which would help to fund the services provided.

Mr. Rogers queried whether a development brief should be drawn up or an advertisement seeking expressions of interest and reported that the proposals would be put to the Bognor Regis Sub-Group in the first instance.

Following the closure of the East Promenade toilets it was stressed that the site should be offered for alternative uses on a short-term rental basis.

Cllr. Brooks declared an Interest in the Visitor Information Centre Service and the Community Toilet Scheme

It was **AGREED** that the £6k savings from the closure of the East Promenade toilets could be used for the Community Toilet Scheme within Bognor Regis; that Waterloo Square facilities were not suitable as an underground toilet and that either a Design Brief or expressions of interest should be considered with an open brief but with 30% of the footprint designated for toilets.

It was suggested that all of the £6k saving should be used annually for the Community Toilet Scheme. Premises in the High Street area, KFC, William Hardwicke, the Regis, Regis Centre should all be considered. It was thought the Museum and Bognor Yacht Club might also consider joining and the businesses in roads leading to the sea front should also be approached.

Mr. Rogers agreed to take the proposals from the meeting back to A.D.C. for further consideration. The Notes from the meeting would also be referred to the Town Council's Environment and Leisure Committee for consideration.

5. **REPORT FROM MR. ROGERS ON THE PROPOSALS PUT FORWARD BY BRTC AT MEETING HELD ON 9th APRIL 2009 REGARDING THE PROVISION OF NEW/ALTERNATIVE PUBLIC CONVENIENCES WITHIN THE TOWN AND POSSIBLE REDUCTION IN THE NUMBER OF FACILITIES FOLLOWING PRESENTATION BY DANFO (UK) LTD AT MEETING ON 19th MARCH 2009**

This was discussed as part of the above agenda item.

6. **ADVERTISING WITHIN THE PUBLIC CONVENIENCES IN BOGNOR REGIS - UPDATE**

Cllr. Brooks declared a Prejudicial Interest as this proposal may be of interest to the Regis Centre

Cllr. Brooks suggested the Town Council was interested in advertising to let people know about the events in the town and would be interested in using space on the walls inside the public conveniences.

Mr. Rogers said he could not see a problem as long as there was no damage to the buildings. It was suggested that any significant income could be contributed to the Community Toilet Scheme. Cllr. Burt commented that the walls outside of the public conveniences were also potential advertising sites and he queried whether this had been explored by A.D.C. Mr. Rogers suggested that the Town Council may wish to contact Adshel (Clear Channel) on the District Council's behalf. It was **AGREED** that Cllr. Burt would investigate the various options and report back.

Cllr. Brooks declared an Interest in Clear Channel as a potential supplier

It was felt Clear Channel might be too expensive and perhaps a town map might be considered as an alternative on the exterior walls.

Reference was made to an area in front of the Bedford Street toilets, which it had been suggested could become a café area. Mr. Horwill said A.D.C. had considered taking down the planter in this area but this had not been progressed and he would look at this again. It was queried whether the planter was to be replanted if it was not removed. Mr. Rogers said he would ask Philippa Dart, Head of Parks and Greenspace to talk with the B.R.T.C. Projects Officer for some 'joined up thinking' and joint improvement. He would copy this to Mr. Richard McMann if the Morrisons' plans for redevelopment of the area were on the table.

The possibility of Macaris running a café in this area was discussed. Cllr. Brooks agreed to talk with Macaris and report back but suggested they would need to be licensed. It was **AGREED** this would be at no cost if Macaris were part of the Community Toilet Scheme. If not there would be a charge from A.D.C. for the use of the land.

Before the next meeting Cllr. Brooks would make initial enquiries with local businesses about the Community Toilet Scheme. It was suggested there should be a joint publicity launch for the Scheme.

It was noted the East Promenade toilets would close from 1st April 2010, subject to a Cabinet Member decision at A.D.C.

Cllr. Burt said he would like to see a water sports facility at Gloucester Road. Mr. Rogers said this was an 'aspiration for the future'.

Mr. Rogers agreed the Town Hall and the Library could join the Community Toilet Scheme as it progressed.

It was suggested that Wotherspoons, family fish and chip shops and other sea front businesses should also be considered for the scheme.

7. DATE OF NEXT MEETING

The Working Party **AGREED** that the next joint meeting should be held in early June.

The meeting closed at 7.30pm

NOTES AND RECOMMENDATIONS

BOGNOR REGIS TOWN COUNCIL **BOGNOR REGIS IN BLOOM WORKING PARTY** **Thursday 11th February 2010**

PRESENT: Cllrs E Anderson and P Dillon, Mrs M Huntingdon, Mrs H Knight, Mr P Beckerson, Mr O Handson and Mr P Mortimer

The Meeting opened at 6.30pm

It was noted that the meeting was non quorate and that any decisions would need to be made as recommendations to the Environment & Leisure Committee.

1. Apologies for Absence

Apologies had been received from Cllrs Eileen Anderson and Jeanette Warr.

2. Approval of the Notes of the Meeting held on Thursday 3rd December 2009 and any Matters Arising

The Notes of the Meeting held on Thursday 3rd December 2009 were approved.

3. Membership – review of responses to membership letter and decision regarding letter or press release to local press

Members were disappointed to learn that there had only been two responses from those contacted, both declining. Members AGREED to proceed with a letter to the local press inviting wider membership – MH had already drafted a letter and agreed to redraft, possibly including background information about the Working Party's aims, and submit to the Bognor Regis Observer.

4. Entry to 2010 South & South East In Bloom Competition – to reconsider/approve competition entry, seminar attendance, portfolio submission and any related costs

It was noted that although the Council's Environment & Leisure Committee had agreed to support the Working Party's provisional decision not to enter, the matter had also been referred to full Council to seek its views. At the Council meeting of 25th January 2010 Councillors had commented both for and against entry: Councillors were of the opinion broadly that it would be preferred to continue annual entry but that it would be unfair to enforce a decision that the Working Party didn't feel capable of committing to and felt that the group should be able to make the decision.

After discussion, Working Party members unanimously **AGREED** to **RECOMMEND** to the Environment & Leisure Committee that no entry to the national competition be submitted for 2010. This decision was taken with the view that the group would concentrate wholeheartedly on encouraging wider community involvement and supporting local appropriate projects with the intention of submitting a more substantial entry in 2011. The local Bognor In Bloom and Summer Planting Competitions would still be organised this year and all members/partner authorities would continue to work towards improving Bognor Regis for both residents and visitors.

Members noted with appreciation a letter of thanks from the Manager of Hotham Park for the Bognor In Bloom Civic Award 2009.

5. To consider requirements for unspent Ear-marked Reserves

- a) Following discussion, the Working Party wished to investigate further the possibility of Mons Avenue planters (EMR £1,000) and it was **AGREED** that PB would liaise with Glenna Frost regarding this.
- b) Following discussion, the Working Party wished to progress the project for new planter column/bollards and equipment (EMRs of £611.06 and £2,820 respectively) and **AGREED** to **RECOMMEND** this to the Environment & Leisure Committee. It was **AGREED** that revised proposals for this project would be drawn up.
- c) The unspent balance of Community Garden budget (Westloats) (EMR £6.96) was noted.

6. To consider requirements for balance of 08/09 Environmental Projects Budget and proposals for 09/10 budget

Potential projects that could benefit from the 08/09 balance of £1,000 and the incoming 09/10 budget were discussed in detail. It was **AGREED** to **RECOMMEND** to the Environment & Leisure Committee that the funds be allocated for the following specific projects:-

Land to the rear of Johnston Domestic Appliances (opposite Morrison car park) MH reported she had contacted both tenants/leaseholders of the two plots in question, whose leases do require them to maintain the plots. Both were keen to have assistance in improving the area. The manager of Johnston Domestic Appliances had already been considering a fence to screen the white goods but was very interested in the suggestion of a hedge. The possibility of seating was also mentioned but he had concerns over potential dangers as the area is subject to heavy lorry use. In discussion, Working Party members felt this area may be suitable for sponsorship as there are several businesses in close proximity that could be approached. A plan and costings need to be drawn up as soon as possible.

Westloats Lane Community Garden It was noted that considerable resources have already been dedicated to this area but regrettably the promised volunteer maintenance has not been established. It was suggested that the Probation Service and possibly The Prince's Trust could be sources of assistance and OH would give PD contact details for the Probation Service Youth Offending Team, following which the Working Party would review the project.

Wadhurst Close This ongoing project has already been started by the Town Council and is an area that could prove viable for community involvement eg maintaining planters etc.

Land at London Road Level Crossing The Town Council had started implementing some of its existing plans for this area under SRB funding and the rear parcel of land is in the process of being planted with shrubs. PB had been approached again by local residents wishing to be involved in the project. Members decided to investigate the possibilities of working in partnership with local residents – PB to liaise.

Chestnuts Day Centre A previous request for assistance either in kind or with practical donations of plants/equipment was felt to be worth considering as a lower priority short term project.

New Projects Members were requested to bring any ideas for suitable projects/funding to the next meeting and PB/Town Force would also identify any areas with potential for improvement projects. Members noted information received from WSCC regarding funding available for The Real Hedge Fund and considered this may be worth further investigation, although it seemed unlikely the Working Party would fit the criteria.

7. Bognor In Bloom Launch Event arrangements

It was **AGREED** to defer this item to the next meeting.

8. Summer Planting Competition arrangements

It was **AGREED** to **RECOMMEND** that arrangements for the annual competition should be made shortly (HK to co-ordinate) and noted that separate arrangements would need to be made for the Guides since they had already been given approval to have one of the seafront mounds planted to commemorate the Centenary of the Girlguiding movement.

9. Date of next meeting

Either Thursday 11th March at 5.00pm or Thursday 18th March late afternoon, depending on Council Chamber availability.

NB. *The Council Chamber has since been booked for Thursday 18th March 2010 at 4.00pm.*

The Meeting closed at 8.10pm

GENERAL CORRESPONDENCE FOR ENVIRONMENT AND LEISURE COMMITTEE
MEETING 15th MARCH 2010

1. SLCC Link to *Flood and Water Management Bill - Updated*
2. Southern Stakeholder Brief Gatwick Express, Issue 4, February 2010
3. Business Crime Initiative Bulletin, February 2010
4. Littlethorpe of Leicester Ltd. - Harwood Bus Shelters product information
5. Robert Coster - Friend of The Sea Shelters and Gull Cottage Bathing Machines product information
6. LINPAC Environmental Ltd. - litter and recycling products information
7. The Energy Savings Trust Ltd. - details of Green Communities programme that aims to support, facilitate and promote community projects
8. W.S.C.C. - details of local Youth Centres in and around Littlehampton and Arundel
9. Glasdon - details of products for Town Councils
10. W.S.C.C. - email with outcomes of Library opening hours consultation - copied to Councillors
11. The Energy Savings Trust Ltd. - more details of Green Communities programme that aims to support, facilitate and promote community projects
12. Butterworths Webinars - Anti-social behaviour issues. Details of live broadcast on 24th March 2010
13. Meteorological Report for December 2009 - previously copied to Councillors
14. Meteorological Report for January 2010 - previously copied to Councillors
15. Meteorological Report for February 2010 - previously copied to Councillors
16. Email regarding the scattering of relatives ashes from Bognor Pier. Details passed on to the Manager of the Pier to make direct contact with enquirer