



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE ENVIRONMENT & LEISURE COMMITTEE MEETING

HELD ON MONDAY 30th JANUARY 2006

PRESENT: Cllr. Mrs. J. Gillibrand (Chairman), Cllrs: D. Eldridge, R. Gillibrand,
J. Hayward, Mrs. S. Olliver and K. Scutt.

IN ATTENDANCE: Mrs. G. Frost (Deputy Town Clerk)
Mr. P. Beckerson (Project and IT Officer)
Mrs. S. Holmes (Events Officer)
2 members of the Public

The Meeting opened at 7.30pm

110. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr. Mrs. J. Warr.

111. 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.

Notice should be given at this part of the meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent.

The Committee noted that there were no Declarations of Interest made at this point in the Meeting.

112. TO APPROVE THE MINUTES OF THE MEETING HELD ON 19th DECEMBER 2005

The Minutes of the Meeting held on Monday 19th December 2005 were agreed as an accurate record and were signed by the presiding Chairman.

113. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no questions.

114. MATTERS ARISING FROM THE MINUTES

114.1 19th December - Min. 98.1 Trees at Railway Station

The Deputy Town Clerk reported that although a letter had been sent requesting the removal of the tree guards, no reply had been received. This would be pursued.

114.2 19th December - Min. 98.3 Refurbishment of War Memorial

Members were pleased to note that the refurbishment work to the War Memorial had now been completed.

114.3 19th December - Min. 98.4 Dog Bin at Ivy Lane Footbridge

The Committee were pleased to note that the new dog bin had now been installed.

115. VISITOR GUIDE - UPDATE INCLUDING RATIFICATION OF COVER DESIGN AND CONSIDERATION OF COPY - REPORT FROM MR. BELL

Mr. Bell was invited to join the meeting and he circulated a draft of the copy and a written report on the current position with regard to the 2006 Visitor Guide.

He advised that he had undertaken some research with the advertisers in connection with the various cover options that the Committee had considered at their previous meeting. The preference expressed by the majority of people he had approached had been for the design showing the leaping man. Slight adjustments had now been made to the layout of this picture and following some discussion, the Committee approved use of this for the front cover this year.

Advertising sales had been very good and Mr. Bell anticipated that the total sales would exceed £4,500.00, which was an increase on the projected income. This level of advertising would inevitably mean that the Guide would need to be increased in size from the current 40 pages to 44 or 48. Negotiations were currently underway with the printer and it is hoped that this can be achieved at little extra cost. Mr. Bell was awaiting confirmation of two further large advertisements. He had hoped that the District Council would once again support an advertisement for the Visitor Information Centre, however due to a shortage of funds this was looking unlikely.

The Committee considered the draft of the copy for the Guide, which had been updated and amendments were suggested. Mr. Bell advised that the final version would be adjusted to take account of the proposed increase in the number of pages and reference to the Hotham Arts Centre with the Alexandra Theatre and more information on the environmental and wildlife attractions would also be included. Members were asked to advise Mr. Bell of any other amendments they wish to be made by the end of this week. This would allow for the final version to be submitted to the printer in plenty of time to ensure that the Guide would be ready for distribution by the end of February as scheduled.

The Committee thanked Mr. Bell for attending the meeting and **RESOLVED** to approve his proposals as detailed above.

116. PUBLIC CONVENIENCES UPDATE FOLLOWING MEETING WITH COLIN ROGERS AND KEVIN BASFORD AND CONSIDERATION OF RESPONSE TO POSSIBLE CLOSURE OF LONDON ROAD PUBLIC CONVENIENCES

The Committee noted that as a result of the meeting in December with Colin Rogers and Kevin Basford from A.D.C. further information including the current usage of the London Road facility had been sought. A copy of the information requested and the detailed reply received from the

Head of Environmental Amenities had been copied to all Councillors for consideration. It was noted that the cost of the London Road facility during the financial year 2005/2006 had exceeded £12,000. This figure included over £3,000 worth of rates. Members debated the District Council's proposal to close the London Road public conveniences at some length and spoke against such action being taken. Comment was made that the nearest alternative toilets were within Hotham Park but these could not be accessed once the gates to the Park had been locked. Following further discussion, it was **RESOLVED** that a letter should be sent to A.D.C. stressing that it was essential that this facility should be kept open to allow for its continued use by lorry drivers and the various coach companies who bring visitors to the town. Visitors were an essential part of the town's economy and the lack of facilities available for coach drivers would inevitably have a detrimental effect on this. It should also be pointed out that the Committee felt it was unjustified that Bognor Regis Town Council should have to find any additional funding to keep this facility open in view of the substantial level of partnership funding already being contributed towards the public conveniences within Bognor Regis.

The copy of the letter from the District Council to Morrison Supermarkets seeking their consideration of making a financial contribution to the upkeep of the Bedford Street public conveniences was noted as being received.

117. PERMANENT STRUCTURE FOR POSTER DISPLAY - REPORT FROM PROJECTS OFFICER IF FURTHER INFORMATION AVAILABLE - MIN. 100 REFERS

The Projects Officer reported that he was making contact with other cities and towns who run similar schemes to try to gain further information regarding suppliers and costs. Such schemes seemed to be self-policing, a code of practice is set down which the users such as pubs and clubs adhere to. Quotes would also be obtained from a couple of local businesses and he hoped to have further information in time for the next meeting. Once a suitable product had been found the Projects Officer suggested that the Committee consider purchasing two of these structures from the Rolling Capital Programme. Information had also been received from a company who offers a rental service and collects revenue from advertisers. The Projects Officer did not feel that this sort of scheme would be suitable for the Town Council due to the criteria they set and the quantity of structures that the Council would be required to rent.

118. MESSAGING SYSTEM FOR ADVERTISING EVENTS - REPORT FROM PROJECTS OFFICER IF FURTHER INFORMATION AVAILABLE - MIN. 101 REFERS

The Projects Officer suggested that it might be worth considering incorporating a messaging system within the new sculpture that is to be located on the corner of London Road and the High Street. If this idea was not pursued then the provision of a circular system on a column within the town may also be worth further investigation. Having looked into the option of lamppost displays it appeared that these were only available as a complete package with the lamppost as well.

119. CLOWNS EVENT - REPORT FROM EVENTS OFFICER ON CURRENT POSITION INCLUDING:

119.1 Consideration of Security arrangements

The Events Officer reported that there had been changes within the staff at Butlins and the organisation of the Clowns event had now been taken over by someone else. She updated the Committee on the meeting that had been held recently with Mark Stevens, Sussex Police

Divisional Emergency Planning Officer to discuss the Risk Assessment, Management Plan and the Road Closures required for the event. Mark Stevens had stressed the need for the event to be tightly marshaled. As a result of the meeting the Police would now be happy to recommend that the Parade could go ahead, however a further meeting would need to be held with Mr. Stevens, Butlins, a representative of Clowns International and a representative of the security company to finalise the details. It is anticipated that a Rolling Road Closure would be implemented which would allow for only the sections of the road that are in use while the Clowns are moving through to be closed off and then reopened again when the Parade had safely passed.

The Events Officer detailed the quotations that had been received to provide security staff for the Clowns Parade and following consideration of the information received it was **RESOLVED** to appoint Awax to carry out the security arrangements at a cost of £785.00 plus VAT. This would include ten men and a manager for a total of five hours.

The Events Officer reported that Mark Stevens had advised that ten is the minimum number of security staff that will be required to marshal the event and it may be necessary to increase this number. The Committee noted that this would obviously increase the cost and therefore **RESOLVED** to agree with this course of action if the Police should request it.

119.2 Consideration of First Aid cover

The Committee noted that the Red Cross would supply First Aid cover. This would include two First Aiders at £10.00 per hour each plus an ambulance with crew at a cost of £200.00. The total expenditure for the Parade being £280.00. This was **RESOLVED**.

119.3 Approval of wording for Banner to advertise event

The Committee noted the draft layout. A slight amendment to the layout was requested, which it was agreed should be implemented. It was proposed that the banner that had been used to advertise the Christmas lights Switch-on would be used for this occasion as this already had the Town Council Crest on it and therefore the cost would be reduced. The Events Officer reported that a double-sided banner would cost £120.00 and the Committee **RESOLVED** to proceed with this purchase. It was noted that an order for the banner would be placed immediately so that it could be put up as soon as possible in London Road to ensure maximum advertising of the event. In answer to a query the Events Officer advised that the cost of lamppost banners had been obtained from A.D.C. and passed to Butlins who were currently considering whether they wished to fund this scheme.

119.4 Consideration of draft menu choices for reception

Various buffet options were considered by the Committee and following some discussion, it was **RESOLVED** to decide on Buffet 4, which gave a choice of a hot or cold main meal, dessert and a cup of tea or coffee. It was noted that arrangements had also been made for everyone attending the reception to receive a glass of Bucks Fizz upon their arrival. The cost for this is being covered within the previously agreed price.

119.5 A draft copy of the Flyer that had been produced by Butlins was circulated for the Committee to view. These would be printed shortly and distributed around the town. An A3 poster was also being prepared to advertise the event for display in the shops and on notice boards etc.

- 119.6 Cllr. Mrs. Olliver reported that the Observer newspaper had approached her as they wished to borrow some of her Clown memorabilia to do a feature on the Clowns in their Magazine.

120. **APPOINTMENT OF MUSIC FESTIVAL SUB-COMMITTEE & TERMS OF REFERENCE**

Some discussion took place in connection with the newspaper article that had appeared in the Observer the previous week. A Councillor commented that the idea of a week long festival with a wide range of different music to include buskers, jazz, folk and rock etc. had been where the idea had started. The possibility of applying for funding from W.S.C.C. and A.D.C. towards the event had also been suggested. It was stated that music events were already going on in the town and it would be ideal if some of these could be incorporated within a festival. Comment was made that events could be held in various venues such as church halls, the theatre, the Regis School of Music, pubs etc. The benefit of various people with music connections being co-opted onto the Sub-Committee was discussed and it was suggested that this should be considered at the first meeting. In answer to a query the Events Officer confirmed that Hotham Park was being considered as the venue to stage a main event, as it would be easier to manage in this location. However, this would be for the Sub-Committee to consider in more detail following their appointment. It was noted that the Lions Club would not be holding a Family Fun Day in place of the Carnival as they had previously suggested, it was therefore being considered that a music festival be held either the last week of July or first week of August to fill this gap.

The Committee **RESOLVED** that the Sub-Committee be appointed together with its Membership.

Membership: Cllrs. Mrs. J. Gillibrand, Mr. R. Gillibrand, Mr. J. Hayward and Mr. K. Scutt.

It was further **RESOLVED** that Cllr. Nash should also be approached to enquire whether he would like to join the Sub-Committee particularly as he has musical connections.

The Committee noted that the Sub-Committee at their first meeting would consider the Terms of Reference.

The first meeting would be held on Monday 6th February at 2.00pm subject to the availability of the Council Chamber.

(NOTE: This has now been changed to Thursday 9th February at 2.00pm owing to the Chamber already being in use on Monday 6th).

121. **BIRDMAN EVENT UPDATE - REPORT FROM EVENTS OFFICER**

The Events Officer reported that she would be undertaking completion of the Events Application form, Risk Assessment and the Event Management Plan. There had been eighty-one expressions of interest to date and four application forms had already been returned with payment of the entry fee. The event would be held on 9th and 10th September and the Trustees were actively working on gathering outside sponsorship. The set up seemed a lot more positive this year and four television companies had expressed an interest in the event so far. The Projects Officer stressed the importance of retaining Press files etc. from the heritage archive point of view and commented on the DVD that had been purchased which contained a large amount of footage of the event. This would be shown to the Committee at a future meeting. Members were shown a copy of an educational magazine that had been received from Lexus in Taiwan which included pictures of the event last year. Blue Peter would also be

using some of A. White's Birdman pictures in their Annual. It was noted that many of the periodicals request information on the Birdman early in the season and this opportunity had been missed last year. The Projects Officer confirmed that he would follow this up to ensure that this opportunity was not missed again.

122. TO MAKE RECOMMENDATIONS AND AGREE PAYMENTS FROM THE 2006-2007 EVENTS SPONSORSHIP BUDGET, CULTURAL FUND AND ENVIRONMENTAL PROJECTS BUDGET

The DVD containing footage of previous Rox Festivals was noted as being received.

122.1 Events Sponsorship Budget

The recommendation from the Events Working Party that £500 from the Events Sponsorship Budget usually awarded to the Bognor Regis Lions Club towards the Carnival be added to the £1,000 Military Vehicle Show Budget to stage an alternative event was noted. Members discussed this and the Events Officer was asked for her views. Following some debate it was **RESOLVED** that to stage an alternative event this year would be too ambitious with the new Music Festival to organise as well, therefore this would not be pursued.

It was noted that the funding available from the 2006-2007 Events Sponsorship Budget totalled £7,750. A summary of the applications received, amounts requested and copies of the relevant paperwork had been copied to the Committee.

It would be necessary for the Council to confirm that any Sponsorship awards not authorised under other legislation would need authorising by a S.137 resolution.

Members expressed concern that the level of funding available was considerably lower than the total of funds requested. Following a lengthy debate it was **RESOLVED** to **RECOMMEND** that as it had been AGREED that the £1,000 allocated in the 2006-2007 Budget (Military Vehicle Show) for an alternative event would not now be needed, that this should be moved to increase the Events Sponsorship Budget to £8,750.

Following further discussion, the Committee **RESOLVED** to **RECOMMEND** that the allocations as listed below should be awarded from the 2006-2007 Events Sponsorship Budget.

Bognor Regis Seafront Lights - Here Comes Summer 2006	£2,000.00
Bognor Regis Seafront Lights - Illuminations Gala	£2,500.00
Hotham Park Heritage Trust Events - Bandstand Entertainment	£750.00
Hotham Park Heritage Trust Events - Country Fair	£2000.00
Rox Music and Arts Organisation	£1,500.00

122.2 Cultural Fund

The Committee noted the budget for allocation from the 2006-2007 Cultural Fund totalled £6,000. A summary of the applications received, amounts requested and copies of the relevant paperwork had been copied to the Committee.

The Committee **RESOLVED** to **RECOMMEND** that the allocations as listed below should be awarded from the 2006-2007 Cultural Fund.

The Arun Sounds	£200.00
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The Regis School of Music	£2,000.00
Regis School of Music Summer Festival 2006	£2,500.00
Sunday Afternoon Recitals	£1,300.00

122.3 Environmental Projects Budget

The Committee noted the budget for allocation from the 2006-2007 Environmental Projects Budget totalled £2,000. A summary of the applications received, amounts requested and copies of the relevant paperwork had been copied to the Committee.

It was **RESOLVED** to **RECOMMEND** that the allocation as listed below should be awarded from the 2006-2007 Environmental Projects Budget.

Hotham Park Heritage Trust	£500.00
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It was noted that all awards given by the Town Council are subject to receipt of signed, certified accounts in accordance with Council procedure.

122.4 Members considered whether there should be a presentation of the cheques to the various organisations again this year, but it was **AGREED** not to do this.

122.5 Bognor Regis Seafront Lights and the Trustees of Birdman would be advised in due course of the funding that had been awarded from the 2006-2007 Environment and Leisure Committee Budget and that this would not be available until after 1st April 2006.

123. CONSIDERATION OF ALLOCATION OF TOWN FORCE HOURS FOR 2006 EVENTS

The Committee noted that the Rox organisation had made a request on their Grant Aid application for use of three of the Town Force team over a five-day period to assist in the set up and breakdown of the Festival.

The Events Officer had prepared a list of proposed Town Force hours that had been copied to all Councillors. She advised that the allocation for the Rox organisation had only been set at 30 hours based on what had been used before. An allocation of 50 hours had been included in the list for an alternative event but as this was not happening this allocation could be switched to Rox if the Committee were in agreement. Following some discussion, it was **RESOLVED** to move the 50 hours allocated for the alternative event to the Rox event making a total of 80 free Town Force hours. It was further **RESOLVED** to approve the list of Town Force hours for the 2006 events subject to this amendment - **Appendix '1'**

124. ARTS AND REGENERATION - TO GIVE APPROVAL FOR PROVISION OF NEW ENCLOSURE FOR METEOROLOGICAL STATION

The Projects Officer reported that the Committee at the meeting last October had viewed the drawings of the proposed new railings for the above location. Concerns had been expressed at this time with regard to security of the site. The drawings had therefore been revised to allow the tops of the railings to be tapped to allow razor wire to be fitted as an extra deterrent. The amended designs had been circulated to all Councillors for consideration in November and the Committee was now being asked to approve these final designs. It was suggested defensive planting could be planted around the outside of the Met Site as part of the project and liaison would be undertaken with A.D.C. and the Meteorological Officer to ensure

suitable plants were purchased. This would be funded from the Bognor Regis in Bloom Budget and it was also proposed that funds would be found for an interpretation board to be installed at this location to describe the functions of the equipment within the site. The Committee **RESOLVED** to approve the proposals for a new enclosure at the Met Site as detailed above.

125. PROPOSED DRINKING CONTROL AREAS IN ARUN - REFERRED FROM TOWN COUNCIL MEETING 23rd JANUARY 2006 - COPIED TO COUNCILLORS

The Committee noted the letter from A.D.C. detailing the proposed Drinking Control Areas in Arun that have been put forward for consideration by the Arun Crime and Disorder Reduction Partnership. It was noted that certain roads, car parks, public areas and parks are being considered as Drinking Control Areas and once the new order is in effect in these designated areas, it will enable a Police Officer to confiscate alcohol from anyone acting in an anti-social manner. The Committee spoke in full support of the proposals and **RESOLVED** to raise **NO OBJECTION**.

126. IN BLOOM WORKING PARTY - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 19th JANUARY 2006

126.1 A Councillor commented that Michael Ayres School had not received any communication in connection with environmental and conservation projects. However, they were undertaking planting of four different gardens at the School, but these projects would not be completed this year. The Projects Officer responded that all the letters had been sent out and confirmed that he planned to send a further letter now he had received further information in connection with the criteria.

126.2 It was noted a meeting with Peter Holman to discuss the Britain in Bloom entry had been arranged for the 1st February.

126.3 The Committee noted that Cllr. Mrs. Olliver had kindly donated a tree in memory of her parents who met in this area, to replace the one that had been missing from outside the Methodist Church.

126.4 The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Notes of the meeting held on 19th January 2006 - **Appendix '2'**

127. CHRISTMAS ILLUMINATIONS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 18th JANUARY 2006

127.1 Cllr. Gillibrand (Chairman of the Sub-Committee) presented the Minutes of the meeting held on 18th January 2006.

127.2 *Mr. Beckerson declared a Personal Interest in matters relating to lighting in Little High Street as he undertakes contract work at the Unicorn Public House.*

127.3 *Mrs. Holmes declared a Personal Interest in the report from the Electrical Contractor as a relative is employed by Leaderboard Sports UK.*

- 127.4** The Deputy Town Clerk reported that a bill had been received from Ben Richards for expenses incurred for the Christmas Lights Switch-on by the Town Mayor. Following some discussion regarding who would be responsible for payment, it was felt that this was the responsibility of the Town Council. As the next meeting was not until 1st March 2006, the Committee **RESOLVED** to approve the payment of £42.00.
- 127.5** The Chairman stressed that the Sub-Committee was still short of members and he hoped more Councillors would come forward.
- 127.6** In answer to a query the Deputy Town Clerk confirmed that further quotations were being sought to supply and fit Christmas displays for 2006. It was noted that the Festive Lighting Company had been invited to make a presentation at the March meeting.
- 127.7** The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on 18th January 2006.

128. TO RATIFY PAYMENT OF NATIONAL PIERS SOCIETY SUBSCRIPTION

The Committee **RESOLVED** to ratify the payment of £20.00 for the National Piers Society subscription.

129. REPORTS

129.1 Financial Reports

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

129.2 Any Other Reports

Cllrs. Mrs. Olliver and Scutt declared a Personal Interest in this matter as District Councillors who would be attending the Council meeting at A.D.C. when this item would be discussed.

The Deputy Town Clerk referred to the articles that had appeared in the local newspaper in connection with discussions taking place at the District Council concerning the formation of a Leisure Trust and the proposals that the new Trust should take control of various recreational areas within Aldwick. Concern was expressed that this may also affect sites in Bognor Regis such as Hampshire Avenue, Waterloo Square, Swansea Gardens and the concessions within Hotham Park. The Deputy Town Clerk had tried to obtain further information on the proposals from the District Council without success. It is hoped that more details will be in the public domain following the District Council discussions on this matter and the Committee **AGREED** to await this information before pursuing this further. Attention was drawn to the various properties within Bognor Regis that the District Council had either sold or leased out over the years.

130. CORRESPONDENCE

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

The Meeting closed at 10.07pm.

Town Force hours - Events 2006

EVENT	Organisers	2005 Town Force hours	Date
Clowns Convention	Butlins/Brtc	28h	March 9 - 12
Here Comes Summer	Seafront Lights	20h	April 8 - 9
Bognor Prom 10 K Road Race	Rotary Club	25h	May 21
Rox2006	Rox Organisation	80h	May 27-28
Sands of Time Seaside Festival	BRTC	120h	June 17-18
Proms in the Park	BRTC	20h	Saturday July 8
Music Festival	BRTC/? (poss week long event)	130h	July 29
Summer Entertainment (bandstand)	BRTC/Hotham Park Her Trust	72h	Jun / Jul / Aug
Pevensey Ward Event	Pevensey group	25h	August 4 - 6
Hotham Park Country Fair	Hotham Park Heritage Trust Events	80h	August 12-13
Illuminations Gala	Seafront Lights	20h	Sun August 27
International Bognor Birdman	Int. Bognor Birdman Trust	100h	Sept 9 – 10
French Market	BRTC/Bruno Girardieu	20h	Sept 30 – Oct 1
Christmas Illum't'ns Switch-on	BRTC	25h	November 17
Remembrance Day Ceremony	BRTC	20h	November 12
Hotham Park Carol Concert	Hotham Park Heritage Trust Events	12h	December ?
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TOTAL		797	

NOTES AND RECOMMENDATIONS

BOGNOR REGIS TOWN COUNCIL **SOUTH EAST IN BLOOM WORKING PARTY** **(COASTAL RESORT A)** **Thursday 19th January 2006**

PRESENT: Cllrs. John Hayward, Sylvia Olliver, Ken Scutt, Gareth Banks (ADC Parks & Greenspaces Officer), Mr Paul Beckerson BRTC Projects Officer, Philippa Dart (ADC Parks & Greenspaces Manager), Mrs Margaret Huntington.

APOLOGIES: Cllrs: Mrs Jeanette Warr.

1. Timeline & Programme for 2006

The timeline will be updated in time for the meeting with Peter Holman.

2. Progress on environmental and conservation projects

It was noted that there had been three replies to the letter sent out to schools, these were from Nyewood Junior School, Rose Green Infant School and a verbal response from South Bersted. The ADC Officers emphasised that little would be done in Hotham Park prior to 2007 when the Lottery bid work would commence, but that they would be appointing an Ecological – Education Officer and that they planned to have a composting provision within the carriage yard. The Working Party also discussed the Sea Planting and the possibility of adding further planting to the area.

When further information has been obtained about the Bio-Diversity Theme it was agreed that a further letter should be sent to try to raise a higher level of interest.

3. South East in Bloom and Britain in Bloom Seminars

The Working Party discussed sending representatives to the two seminars being held. The South East in Bloom one was being held in Guildford on the 15th March 2006, it was agreed that the Arun Officers would make their own arrangements. Therefore the Working Party **AGREED** the attendance of the Projects Officer and Margaret Huntington at a cost of £10 per delegate. The Britain in Bloom Seminar was being held in Norwich and the Working Party **AGREED** to send the Projects Officer to the event, with Margaret Huntington attending as she would be in Norfolk at the time the cost of this would be £35.

4. Flower baskets within the Town

The Projects Officer reported that the Chamber of Commerce representatives had been favourable to the concept, and that the Projects Officer would send Stephanie Bailey details to circulate to all their members. He also undertook to seek possible cheaper alternative prices for the baskets.

5. Scouts Anniversary Planting

The Working Party were informed that Vikki Hennesey had requested a special planting on the square about to celebrate 100 years of scouting in 2007 and the 50th and 60th anniversaries of Beavers and Cubs respectfully. A competition had been undertaken and the winning entry would be planted. The Working Party **AGREED** with this course of action.

6. Offer from Peter Holman to advise on Britain in Bloom Entry

The Working Party considered what questions to ask Peter Holman when he visits on 1st February 2006 at 2.30pm, the decision was to react to things raised at the meeting.

7. Any other matters for consideration not included on the agenda

Margaret Huntingdon raised the issue of cleansing of a footpath between Linden Road and Hawthorn Road, Philippa Dart would speak to cleansing and the Projects Officer would contact WSCC and Jeremy Knowles re schedules of footpath clearance. The footpath from Ivy Lane through to the Felpham Rec. was also mentioned and again WSCC would be contacted.

Margaret Huntingdon had arranged to transfer the window display to Print In on the 1st July. The question of Tee-Shirts advertising the In-Bloom Competition was raised again and it was agreed that 6 would be given to the guides and brownies who won the competition. MH enquired how the possible sponsorship by SDS of the triangle of land on the corner of Gloucester Road was progressing Philippa Dart agreed to look into this.

The planting on the central reservation in Shripney Road should include native species (Hawthorn and Whips) as this would further the Bio-Diversity theme of Britain in Bloom.

The issue of possible grants for local projects was raised, the Projects Officer informed the meeting that any money which might be available would have to come from underspends identified within the budget.

8. Date of next meeting

In the Council Chamber on Thursday 23rd February 2006 at 2.00 pm

GENERAL CORRESPONDENCE FOR ENVIRONMENT AND LEISURE COMMITTEE
MEETING 30th JANUARY 2006

1. The Flying Fortress - details of proposed Inter-Village 'It's a Knockout' Competition, 1st July 2006 - copied to Councillors
2. Meteorological Officer Reports - December 2005 previously copied to Councillors
3. W.S.C.C. - letter giving details of the Materials Resource Management Strategy (2005-2035) Public Consultation previously copied to Councillors
4. Sussex Police - email showing Performance Crime Statistics up to the end of December 2005
5. Hotham Park Restoration - Notes of Key Stakeholders meeting held on 1st December 2005 previously copied to Councillors
6. Royal Horticultural Society - notification that the closing date for applications for the Hampton Court Palace Flower Show 2006 is approaching
7. Railwatch Magazine Issue No. 106, December 2005 - copy previously circulated to each Councillor
8. Glasdon U.K. Ltd. - Local Councils News-Sheet and product information
9. Wicksteed Leisure - product information
10. Bigfoot Play Systems - product information
11. Bishop Sports and Leisure 2006 catalogue
12. ODPM - email advising that the Housing, Planning, Local Government and the Regions will be hearing evidence for its inquiry into the Fire and Rescue Service on the 30th January, 31st January and 6th February.
13. National Piers Society - Piers Magazine, Issue No. 78, Winter 2005/6
14. Excel Arien Ltd. - details of anti-vandal display cabinets