

#### **BOGNOR REGIS TOWN COUNCIL**

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#### MINUTES OF THE ENVIRONMENT & LEISURE COMMITTEE MEETING

#### HELD ON MONDAY 1st OCTOBER 2007

**PRESENT:** Cllr. R. Gillibrand (Chairman), Cllrs: J. Brooks, D. Eldridge, Mrs. J. Gillibrand

and J. Passingham

**IN ATTENDANCE:** Mrs. G. Frost (Deputy Town Clerk)

Mr. P. Beckerson (Projects and IT Officer)

Two Councillors in the Public Gallery (Part of the meeting)

The Meeting opened at 7.36pm.

#### 55. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed all those present to the meeting. There were apologies from Cllrs. Mrs. S. Daniells and S. Fyfe. Apologies had also been received from Mrs. S. Holmes.

#### 56. 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. J. Brooks declared a Prejudicial Interest in Agenda item 14 - Christmas Illuminations Sub-Committee

#### 57. TO APPROVE THE MINUTES OF THE MEETING HELD ON 13th AUGUST 2007

It was AGREED to remove the line under Min. 47 'Burger King Clock, Shripney Road - not working, investigate' as it was stated that this was not relevant to this agenda item and not within Bognor Regis.

The Minutes of the Meeting held on Monday 13<sup>th</sup> August 2007 as amended, were then agreed as an accurate record and were signed by the presiding Chairman.

#### 58. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no questions.

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

#### 59.1 13<sup>th</sup> August - Min. 35.5 Birdman Presentation

It was noted that the date for the 2008 event had now been changed to 5<sup>th</sup> and 6<sup>th</sup> July.

#### 59.2 13<sup>th</sup> August - Min. 38.1 Dog Bin in vicinity of Orchard Way Subway

An investigation into whether any other dog bins were located in the surrounding area would be undertaken prior to a suitable location being identified.

Concern was expressed that posters had been affixed to the litter bin in the High Street at the entrance to the Arcade which gave the impression of flyposting. The Projects Officer advised that these posters were advising of the Cigarette Litter Campaign being run by A.D.C. and were only there on a temporary basis.

#### 59.3 13<sup>th</sup> August - Min. 41.2 Presentations by Event Organisers

It was noted that the need for tighter controls to be put in place to ensure recovery of any funding awarded by the Town Council should an event not take place for whatever reason would now be referred to the new Events Committee for consideration.

#### 59.4 13<sup>th</sup> August - Min. 44.1 Provision of new Public Seat

The Deputy Town Clerk advised that despite correspondence being sent to Weil am Rhein in connection with this matter, exact details of the finances were still awaited.

#### 59.5 2<sup>nd</sup> July - Min. 23 Apparent Lack of Dog Bins - Bognor Regis Seafront

The Committee noted that the Street Scene Officer from A.D.C. had advised that there are currently seven dog bins along the seafront. These are located at Longbrook Park, Gloucester Road Car Park, by the Foreshore Office, opposite the Café Prom, opposite the Tuptim Siam Restaurant, at Esplanade Gardens, and opposite the Waverley Public House. A further bin will also be installed at the Aldwick end of the seafront, at the end of Park Road in an effort to improve things further.

## 60. <u>A.D.C. SPORTS AND LEISURE FACILITIES IN ARUN DISTRICT QUESTIONNAIRE - COPIED TO COUNCILLORS - RESPONSES TO BE SUBMITTED BY 8<sup>th</sup> OCTOBER 2007</u>

Members discussed this in some detail and it was noted that as the Town Council do not currently manage any outdoor sports pitches or community buildings/village halls, the section relating to allotments was the only relevant part that could be completed. Members did agree however that on speaking with the local electorate, prior to the recent elections, various facilities had been identified that it was felt were seriously lacking in the Bognor Regis area and it is believed that there is evidence to support these gaps in the current service provision. These facilities included an indoor skate park, theatre, community hall, additional land for allotments and security fencing for the current site, water sports facility, ice rink, bowling alley, competition standard bowling green, tennis courts, football stadium, facility for archery,

beach ramp, fitness trail in Hotham Park and a fitness trail on the promenade. It was therefore AGREED that this information should also be included in the Town Council's response.

### 61. PROVISION OF FLAGPOLE OUTSIDE THE TOWN HALL - UPDATE IF FURTHER INFORMATION IS AVAILABLE - MIN. 43 REFERS

The Deputy Town Clerk advised that further information was still awaited from A.D.C. and this matter would therefore be deferred until the next meeting.

# 62. METEOROLOGICAL SITE - FURTHER CONSIDERATION OF THE WAY FORWARD AND PROVISION OF METEOROLOGICAL INFORMATION TO NATIONAL NEWSPAPERS - REFERRED FROM LAST MEETING MIN. 45 REFERS

The Deputy Mayor advised that upon further investigation it appeared that BBC Ceefax get their information from the Met Office and The Telegraph obtain their weather information from Weather Call whom she had tried to contact to enquire why Bognor Regis was not being included within their report but had been successful.

The Deputy Town Clerk advised that she had contacted the Met Office and had been advised that data continues to be published in the national newspapers. Some of this is provided by the Met Office as an automatic daily data file from automatic Met Office Weather stations. This is different to the past arrangement, where the Met Office produced a comprehensive daily list of page-ready data from a combination of automatic Met Office weather stations and co-operating manual Climate stations such as Bognor Regis. The majority of the newspapers get their information from MeteoGroup and contact details had been provided by the Met Office so that the Council could establish whether they would consider publishing data from Bognor Regis. Members spoke of the importance of advertising the unique climate enjoyed in this area and it was AGREED that contact should be made with MeteoGroup to ascertain whether they would accept data and in what format this would be required. This item would be placed on a future agenda when further information was available.

The need for urgent consideration to be given to the longer term and the continued provision of manual data was stressed. As the Met Office had declined to accept data from an automated weather station, it was suggested the Committee consider employing a part time person to be trained in this area working in tandem with the Council's Meteorological Officer. Financial provision would therefore need to be considered for this when looking at the 2008-2009 budget requirements.

## 63. REVIEW OF 2007/2008 ENVIRONMENT AND LEISURE EARMARKED RESERVES - REFERRED FROM LAST MEETING MIN. 46 REFERS

A list of the current Earmarked Reserves were circulated to those present - Appendix '1'

The Deputy Town Clerk gave a detailed breakdown of the expenditure previously committed to dog and litter bins to be funded from the Environmental Projects budget EMR as discussed at the last meeting. It was noted that some of this expenditure was for dog and litter bins in areas that had been identified, but these had not yet been taken forward for various reasons and this Committee would now need to decide whether these should be progressed.

New projects with funding released from the Earmarked Reserves had yet to be identified. It was therefore AGREED to defer this matter until a decision as to the way forward had been reached.

Discussion took place in connection with the ongoing revenue costs with regards to maintenance and electricity for the up-lighters that would be installed around the new sculpture. The Projects Officer confirmed that these would be the responsibility of the Town Council and provision would therefore need to be made in the budget. In answer to a query the Projects Officer confirmed that it had now been established that the up-lighters in the High Street at the base of the trees were also the Town Council's responsibility. A Councillor commented that some of the pea-lights in the High Street trees were currently not working and investigation was also taking place to establish why the up-lighters at the base of the trees were not lit.

## 65. <u>RESTORATION OF MISSING/NEGLECTED ARCHITECTURAL FEATURES - UPDATE - MIN. 47 REFERS</u>

- Missing Cemetery Gates the reply from the A.D.C. Cemeteries Officer was detailed by the Deputy Town Clerk advising that a trial had been conducted some time ago where the gates were regularly locked but it was found that anti-social behaviour within the cemetery actually increased over this period. It is therefore not the District Council's intention to replace the gates purely for ornamental purposes and they will be pursuing the installation of a lockable bollard. A lengthy discussion took place and it was AGREED that this matter should be pursued further at the next BRTC/ADC Liaison meeting.
- **High Street Clock** some discussion regarding ownership of the clock took place. It was noted that the clock was currently with Mr. Frampton and investigation into the cost to have the clock reinstated would need to be undertaken. It was AGREED this should be pursued.
- Railway Station Clock it was noted that the hands had now been reinstated.
- Seafront Bandstand the Projects Officer advised that he was awaiting quotations. A
  Councillor commented that the wind screens had also been removed and should be
  replaced.
- **Lighting on the rails outside the Railway Station** the Projects Officer queried whether any photographs were available showing the design of original lights. Cllr. Burt confirmed that he could supply the Projects Officer with this information.

The Projects Officer referred to the Council's wish to install Victorian street lights at the Railway Station and the need to put a full proposal together defining what is required prior to an application for funding being submitted to English Heritage. The possibility of funding being available from the Railway Heritage Trust for such a project may also be worth investigation. Some discussion took place regarding the cost implication of such a project and it was felt that in view of the preliminary discussions that were currently taking place regarding this area, this project should be put on hold in the short term to await further developments.

#### 66. REPORT FROM EVENTS OFFICER - COPIED TO COUNCILLORS

The Report from the Events Officer was noted, previously circulated - Appendix '2'

Members commented on the Town Show, which it was felt was an excellent event for the people of the town.

67. IN BLOOM WORKING PARTY - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE EXTRAORDINARY MEETING HELD ON 20<sup>th</sup> AUGUST 2007 AND THE MEETING HELD ON 10<sup>th</sup> SEPTEMBER 2007

The Chairman of the Working Party referred to the feedback from the In Bloom judges, which highlighted the need for more involvement of residents, voluntary groups and In Bloom entrants as part of the tour.

Reference was made to the new planters at the Railway Station and it was confirmed that better positioning would be investigated as the plants had not thrived in this area due to their shaded location.

The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Notes of the meetings held on 20<sup>th</sup> August and 10<sup>th</sup> September 2007 **Appendix '3' and '4'** 

68. ALLOTMENTS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 28th AUGUST 2007

The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on  $28^{th}$  August 2007.

- 69. CHRISTMAS ILLUMINATIONS SUB-COMMITTEE CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 5th SEPTEMBER 2007
- 69.1 Cllr. Brooks declared a Prejudicial Interest as the Town Council's Electrical Contractor and did not take any part in the voting on this item.

A Councillor raised concern that the animals from the Christmas farm may become distressed in view of the large quantity of people that may be in the London Road area for the Switch-on event and suggested that this attraction may be better located in the vicinity of the theatre.

69.2 The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on 5<sup>th</sup> September 2007.

#### 70. REPORTS

#### **70.1** Financial Reports

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

#### **70.2** Any Other Reports

There was nothing to report.

#### 71. <u>CORRESPONDENCE</u>

The Committee noted receipt of the correspondence as detailed - Appendix '5'

## 72. RATIFICATION OF FIRST PAYMENT TO A.D.C. OF 2007/2008 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 first payment of the 2007/2008 revenue partnership contribution for the public conveniences.

The Meeting closed at 9.10pm

## $\label{eq:energy} E\ \&\ L\ Cttee.\ Mins.\ 1^{st}\ October\ 2007-Appendix\ 1$ $\textbf{Earmarked Reserves as at}\ 1^{st}\ October\ 2007$

Millennium Fund		564.00
Allotments Gravits Lane Maintenance		2,566.00
E&L Projects		12,641.28
Balance of Pier Survey	£75.00	
Dog bin	£170.00	
Environmental Projects surplus 03 & 04	£1,936.00	
Seafront Showers 04/05, 05/06 & 06/07	£1,204.00	
Litter Bin for Longford Road Footbridge area	£210.00	
Environmental Projects surplus 05/06 & 06/07 for bin	s £1,727.00	
Arun Marine Ranger Project	£500.00	
Balance 05/06 Xmas Lights budget + banner income Incl. banner income 06/07	£4,819.28	
War Memorial	£2,000.00	
South East in Bloom		5,132.06
Mons Avenue Planters	£1,000.00	
Bal Horticultural Supplies 05/06 incl. expenditure for (Plants for new planter column/bollards £240.00)	£611.06	
05/06 projected equip. expenditure not yet spent for (New planter column/bollards£2,820.00)	£2,820.00	
Bal of Community Garden budget (Westloats)	£701.00	
<b>Events Sponsorship</b> 05/06 Clowns Event surplus		1,300.00

#### **BOGNOR REGIS TOWN COUNCIL**

Events Officer's report to the E & L Committee on 1st October 2007

#### **CLOWNS PARADE**

I am currently in the process of arranging a meeting with Butlins and Clowns International to discuss the 2008 event (agreed in principle at the Events Working Party meeting).

#### PROMS IN THE PARK & SUMMER ENTERTAINMENT PROGRAMME IN HOTHAM PARK

Nothing to report

#### **INTERNATIONAL BOGNOR BIRDMAN**

Nothing to report

#### VETERANS DAY EVENT

Nothing to report

#### **FRENCH MARKET**

Application for Street Trading consent has been granted to the French Market. I have arranged publicity via the Journal & Guardian and Observer and also Spirit FM.

#### **TOWN SHOW**

We received 60 Class entries, from 27 different people for the Show Marquee. The bulk of these were in the Arts & Crafts and Cookery section but we did have some entries into the Vegetable & Fruit classes.

The Healthy Living marquee and Arts & Craft marquee were well supported by various organisations and groups. Lloyds Pharmacy were offering Diabetes checks and other health information. The Crime and Disorder team had a stand, as did Trading Standards. There were demonstrations on healthy cooking and eating, floristry and container growing. There were a number of children's activities, including football, bouncy castle and quad bikes.

The attendance figures were a bit disappointing. However, the whole event had been put together late, as we were waiting on the funding issues. Also, the Observer had printed incorrect information, which caused some confusion.

The Awards for All bid for £10,000, put in by the Horticultural Society to support this event, has been successful. Some of this money will be used to support a series of workshops over the next few months, with a view to fostering greater participation in the 2008 Town Show. This will be co-ordinated by Bognor CAN through Carol Fullick.

The Town Show was agreed in principle at the Events Working Party meeting. If this is confirmed, we can begin work with Bognor CAN and the Horticultural Society to promote greater awareness in the community of this event.

#### <u>ICE RINK – POSSIBLE CONTINENTAL MARKET</u>

This will not be pursued this year.

**END OF THE PIER FILM FESTIVAL**This will be discussed by the new Events Committee.

SJH 25.09 07

#### NOTES AND RECOMMENDATIONS

# BOGNOR REGIS TOWN COUNCIL EXTRAORDINARY MEETING OF THE SOUTH EAST IN BLOOM WORKING PARTY (COASTAL RESORT A) Monday 20th August 2007

**PRESENT:** Cllr. J. Passingham (Chairman), Cllr. G. Burt, Cllr. K. Scutt, Cllr. Mrs. E. Anderson, Cllr. Mrs. J. Walker, P. Beckerson, M. Huntingdon and D. Meagher.

The Meeting opened at 6.32pm.

#### 1. Chairman's Announcements and Apologies for Absence

The Chairman welcomed those present. Apologies from E. Benackova and P. Mortimer.

#### 2. Approval of the Notes of the Meeting held on $23^{\text{rd}}$ July 2007

The Notes were agreed as a correct record.

#### 3. Matters Arising

The Projects Officer had been notified by Anne Holman that there was a possibility that there would only be two places available for the SE in Bloom presentations. The Working Party **RESOLVED** that should this be the case that the Chairman and Mo Hsitou would attend.

#### 4. Entry into the Chelsea and Hampton Court Flower Shows

David Meagher outlined his experience in entering these shows and recommended that the Working Party should opt for Hampton Court as he considered that the chances of being chosen are greater. The cost of designing such a garden would run out to around £10,000, this design would need to be completed prior to entry, due to a November deadline for 2008 it was considered that an entry for 2009 was more realistic.

David Meagher emphasised that the objectives in entering the show needed to be established before one could decide which potential sponsors to approach. It was suggested that a possible theme could be Bognor Regis old and new and that there was a possibility of approaching St. Modwin as a planning application would be lodged by that point.

The Working Party **RESOLVED** that the Projects Officer, David Meagher and Cllr. Greg Burt would investigate the possibilities and report back to the Working Party in six months and that the design should be for a 6m x 4m garden.

#### 5. Date of next meeting

The next ordinary meeting would be held on the 10<sup>th</sup> September. The meeting will commence at **6.30pm**.

The Meeting closed at 7.15pm.

#### **NOTES AND RECOMMENDATIONS**

# BOGNOR REGIS TOWN COUNCIL SOUTH EAST IN BLOOM WORKING PARTY (COASTAL RESORT A) Monday 10<sup>th</sup> September 2007

**PRESENT:** Cllrs:. J. Passingham (Chairman), G. Burt, K. Scutt, Mrs. E. Anderson, Mrs. J. Walker and Mrs. J. Gillibrand (during item no.1).

P. Beckerson, E. Benackova, M. Huntingdon, P. Dart, C. Marples and D. Meagher (during item no.1).

#### The Meeting opened at 6.31pm.

#### 1. Chairman's Announcements and Apologies for Absence

The Chairman welcomed those present and thanked the past administration and staff for their hard work. He then introduced P. Dart and her new colleague Caroline Marples who has replaced V. Kendon.

#### Cllr. Mrs. J. Gillibrand joined the meeting at 6.36pm.

The Members noted that Cllr. Mrs. Gillibrand showed interest in joining the Working Party.

A Member spoke of the Council's Strategy to supplement Arun & WSCC work along the footpaths via Town Force and pointed out that progress has already been made by extending employment of current TF member (subject to endorsement by the full Council).

#### D. Meagher joined the meeting at 6.39pm.

Apologies for absence were noted as being received from P. Mortimer and R. Bennett.

#### 2. Approval of the Notes of the Meeting held on 20<sup>th</sup> August 2007

The Notes were agreed as a correct record.

#### 3. Report on South & South East in Bloom Award Presentations and approval of expenditure

It was **RESOLVED** to approve the expenditure of £37 to cover the train fares and taxis. Further it was AGREED to consider the report under item. 6.

#### 4. To approve expenditure for Britain in Bloom Award Presentations

The Projects Officer reported that the cost of a hotel and fares for three people would come to £737. This was **RESOLVED.** 

#### 5. To approve expenditure for Bognor Regis in Bloom Award Presentations

It was **RESOLVED** to approve the expenditure of up to £60 for refreshments.

## 6. To consider marking sheet and South East in Bloom Judges comments and also a critique of our 2007 campaign

Copies of the Marking Sheet were handed out and Members agreed that although Silver Award was achieved the town looked great. The Projects Officer explained the difference in marking and development of the campaign towards emphasis on voluntary and fund raising sector. Tributes were paid to Aldwick volunteers for their Award.

- Floral Displays: Design of planters height & specimen plants needed. It was pointed out that cordylines are expensive, would suffer wind damage on the seafront and people steal them. However ADC would be happy to put more cordylines on the seafront with summer bedding. Members **AGREED** that rather than having empty barrier baskets along the seafront during winter, summer planting should be left in. It was also **AGREED** to leave in the architectural plants in London Road. Further, the Queensway Enhancement Project was discussed and agreed that the planters do not work and more height should be added. The Projects Officer to arrange. There was also a debate on the Chichester entry and the raised bedding in Priory Park.
- ➤ Permanent Landscaping: It was pointed out that this was a new sub-section. The Members commented on the lack of permanent landscaping in commercial premises. Premises suggested for inclusion next year were Butlins, Prom Bar, Hatters, White Horse, Greenways, the Hospital and the churchyards (ADC to investigate).
- ➤ Biodiversity: Results surprisingly good, judges impressed by the South Bersted School Garden and Hotham Park. The issues discussed were schools involvement and shingle planting. It was thought that the location by the Pier might not be suitable for the vegetated shingle as it had grown nicely on the coastline from Rock Gardens to Nyewood Lane. P. Dart will approach Dee Christensen and report back.
- ➤ Local Environmental Quality: Points achieved have dropped compared to last year. The Members discussed the issue of chewing gum on pavements, weeds between Bon Marche and William Hardwicke and appalling condition of the street furniture. Damaged bench opposite the Post Office was reported and it was further suggested that a list of all problems is compiled. The Working Party next considered taking on the planters by Macaris on sponsorship basis in order to increase the business involvement in the campaign. Comment was also made on the lack of dog bins on the seafront and within the town centre and the Members were advised that E&L Committee had already asked ADC to review their locations. It was **AGREED** to include a tear off feedback card in the next Newsletter.
- ➤ Public Awareness: It was **AGREED** to run the Campaign under Bognor Regis in Bloom banner (instead of BRTC). Suggestions put forward included creating a logo, more attractive signage stating 'South East in Bloom Entrant' and listing the amounts raised by sponsorship planting in the portfolio. Involvement from the local groups should also be sought.

#### 7. To consider plans for 2008 including

It was **AGREED** that the Campaign should be run with the Observer, publicity planned for a year and kept alive. The Town Show should be part of this. Children's competition to design a logo to be organised and promoted by the Paper who should also donate a price for the winner. The Guides planting competition by the War Memorial to be refreshed and possibly offered to all children to design a Dry garden or Mediterranean garden. Funds to be invested into a permanent banner over the High Street including a saying 'Are you doing your bit?' A sponsor should be found for each category (i.e. The Chamber for Commercial Premises) and certificates with trophies should be given out at the Awards next year. All attendees of the Launch to be educated about water conservation. A Member proposed more trees for the High Street and York Road. It was noted that the planters at the Railway Station looked poorly and should be repositioned or planted with more suitable species. More focus to be put on volunteers who should also meet the judges and the judging tour shall not start from the Town Hall. The Working Party also considered changing plans for the land at the top of London Road, possible to create a dry garden or raised flower bed instead of a log planter. With regard to a colour scheme, the Members **AGREED** to proceed with this although the order for summer planting had already been placed. Therefore this could not be implemented until next winter.

#### 8. Any other matters for consideration not included on the agenda

The matters discussed were Discretionary Awards and their entry criteria, providing funding to community groups to green up their neighbourhood, changing the judging tour to include London Road and more involvement from local shops.

#### 9. Date of next meeting

In the Council Chamber on 24<sup>th</sup> October 2007 at 6.30pm.

The Meeting closed at 7.21pm.

## GENERAL CORRESPONDENCE FOR ENVIRONMENT AND LEISURE COMMITTEE MEETING 1st OCTOBER 2007

- 1. Meteorological Officer Report for August 2007 copied to Councillors
- 2. A.D.C. copy of Seawater Quality poster up to and including samples taken on 10<sup>th</sup> September 2007 copied to Councillors
- 3. W.S.C.C. email News Release 'Foot and Mouth Temporary Control Zone in West Sussex'
- **4.** W.S.C.C. email News Release 'Negative Foot and Mouth Tests at Rogate'
- 5. National Piers Society Piers Journal, Issue No. 84, Summer 2007
- **6.** Southern Stakeholder Brief, Issue 42, August 2007
- 7. A.D.C. letter and posters advising of Cigarette Litter Campaign being run by A.D.C. in partnership with W.S.C.C., Adur D.C. and Worthing Borough Council from 18<sup>th</sup> to 28<sup>th</sup> September
- **8.** Sussex Safer Roads Partnership information on Operation Crackdown, a new web-based public reporting system for bad driving
- 9. SALC email advising that there will be an announcement in November concerning the plan of post office closures across Sussex. A six week consultation process will follow and it is believed that Councils will be contacted direct
- **10.** Sussex Police email from the Chief Inspector to advise of incidents of concern that had occurred in the Littlehampton area over a weekend in the middle of September
- 11. A.D.C. email with update information on the Waste Resources Action Programme (WRAP) funded project to increase kerbside recycling in Littlehampton and Bognor Regis Town Centres. A multilingual leaflet has been produced which is being distributed to 10,000 households in the target areas from Monday 10<sup>th</sup> September. After this leaflet has been delivered the final post campaign monitoring will take place. Surveying will be carried out face to face on the doorstep and is scheduled to take place in October. This will then result in a final project report being completed by March 2008
- **12.** Glasdon product information for Local Councils, Autumn 2007
- 13. Southern Stakeholder Brief, Issue 43, September 2007
- 14. A.D.C. copy of Seawater Quality poster up to and including samples taken on 17<sup>th</sup> September 2007
- **15.** DEFRA copy of booklet 'Ways to tackle Climate change'. This guide is also available online at <a href="http://www.defra.gov.uk/environment/climatechange/uk/publicsector/index.htm">http://www.defra.gov.uk/environment/climatechange/uk/publicsector/index.htm</a>
- **16.** Flying Colours Flagmakers product information