



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Kate Gill, The Town Hall, Clarence Road
Bognor Regis, West Sussex PO21 1LD

Telephone: 01243 867744 Fax: 01243 865744

E-mail - bognortc@bognorregis.gov.uk

MINUTES OF THE ENVIRONMENT & LEISURE COMMITTEE MEETING

HELD ON MONDAY 17th DECEMBER 2007

PRESENT: Cllr. R. Gillibrand (Chairman), Cllrs: J. Brooks, D. Eldridge, S. Fyfe (to Min. 101.4), Mrs. J. Gillibrand and J. Passingham

IN ATTENDANCE: Mrs. G. Frost (Deputy Town Clerk)
Mr. P. Beckerson (Projects and IT Officer) (to Min. 93)
1 member of the press in the Public Gallery - Part of the meeting

The Meeting opened at 7.35pm

89. CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES FOR ABSENCE

The Chairman welcomed all those present to the meeting and advised that he would like to alter the order of business to allow consideration of the additional agenda item relating to the Fishermen's Quarter between items 3 and 4 on the agenda. This was AGREED. There were no apologies.

90. 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. Brooks declared a Prejudicial Interest in Agenda Item 12 - Christmas Illuminations

The Committee noted that there was one Declaration of Interest made at this point in the meeting.

91. TO APPROVE THE MINUTES OF THE MEETING HELD ON 12th NOVEMBER 2007

The Minutes of the Meeting held on Monday 12th November 2007 were agreed as an accurate record and were signed by the presiding Chairman.

92. HEALTH AND SAFETY ISSUES - FISHERMEN'S QUARTER - REFERRED FROM TOWN COUNCIL MEETING 10th DECEMBER 2007

The Chairman asked the Deputy Town Clerk for advice on whether the Committee should be discussing this issue. The Deputy Town Clerk advised that as the matter is in the hands of a court process, which the Town Council are not a party to, the legal advice is that the Town Council should not and cannot get involved with this matter. The Council is not party to all the facts and having spoken with the Town Clerk and the District Council, they both concur with this advice. In view of the information received, the Chairman proposed that the Committee should not discuss this matter for fear of prejudicing an ongoing legal process. This was seconded by the Vice-Chairman. A Councillor updated the Committee on the current situation and members reiterated their inability to become involved following the advice that had been received. Following further discussion, it was proposed that the vote should be taken and the Committee should move to the next business therefore not taking any further action.

A Recorded Vote was requested:

FOR THE MOTION

Cllr. Eldridge
Cllr. Mrs. Gillibrand
Cllr. Gillibrand
Cllr. Passingham

AGAINST THE MOTION

Cllr. Fyfe

ABSTENTIONS

Cllr. Brooks

The Motion was carried.

Mr. Beckerson gave his apologies and left the meeting

93. ADJOURNMENT FOR PUBLIC QUESTION TIME

There were no questions.

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

94.1 12th November - Min. 77.2 Dog Bin in Vicinity of Orchard Way Subway

The Committee noted that notification had been received from A.D.C. to advise that the cost of the dog bin had gone up slightly owing to the fitting charge being increased by £4.00. The cost of the bin would therefore be £286.95. The Vice-Chairman advised that having spent some time studying the footfall, he had suggested the new bin be positioned close to the litter bin already located in this area.

94.2 12th November - Min. 77.3 Meteorological Site - Part time post

The Deputy Town Clerk advised that provision for this post had been removed from the budget by the Policy and Resources Committee and arrangements were being made for a member of the Town Force team to undertake the necessary training to provide holiday/sickness cover for the Met. Officer where required.

94.3 12th November - Min. 81 Public Conveniences

It was noted that the date for the next Working Party meeting had now been set for Tuesday 22nd January 2008. The Deputy Town Clerk advised that notification had also now been received from A.D.C. that the tender process for the upgrading of the Hotham Park toilets was already under way with a proposed start date for the work to commence of 7th January 2008.

94.4 12th November - Min. 86.5 Floral Displays - trees

The Committee were advised that the £5,000 provision for trees had been removed from the In Bloom horticultural supplies budget by the Policy and Resources Committee. However this had now been added to the Rolling Capital Programme for use on capital projects.

94.5 12th November - Min. 86.6 Christmas lights

Cllr. Brooks declared a Prejudicial Interest in this matter as the Town Council's Electrical Contractor for the Christmas lights

It was noted that the £2,500 requested by the Christmas Illuminations Sub-Committee to increase their capital budget for next year had been declined by the Policy and Resources Committee.

94.6 1st October - Min. 65 Missing Cemetery Gates

The Town Mayor advised that this matter had been raised at the recent Liaison meeting with A.D.C. and it had been agreed by Cllr. Mrs. Brown and Mr. Croad that they would investigate this further.

95. CONSIDERATION OF REQUEST FOR APPOINTMENT OF ADDITIONAL TREE WARDEN

The Committee was pleased to note an expression of interest by a member of the public to become a Tree Warden for the Town Council. It was noted that the Council already has four wardens for the Bognor Regis area. The Deputy Town Clerk would therefore contact W.S.C.C. regarding the possibility of any additional appointments. At the request of the Vice-Chairman, it was noted that the In Bloom Working Party may wish to consider the possibility of co-opting a tree warden to join the Working Party.

96. ARUN YOUTH COMMUNITY AWARDS 2007 - CONSIDERATION OF ANY NOMINATIONS - CLOSING DATE FOR ENTRIES 25th JANUARY 2008 - MIN. 82 REFERS

No nominations were put forward at the meeting. It was noted however, that anyone can nominate someone for an Arun Youth Community Award i.e. a parent, friend employer etc. by completing a nomination form and returning it to Inspire Leisure at Littlehampton prior to the closing date of 25th January 2008. Councillors would therefore be able to submit their nominations directly rather than through this Committee should they wish.

97. CONSIDERATION OF 4 PROPOSED TRIAL CONCESSIONS FOR BOGNOR REGIS PROMENADE FOR 2 YEAR PERIOD AS CURRENT LEASE AGREEMENTS HAVE ENDED

The Deputy Town Clerk advised that the leases were short term for two years owing to the regeneration proposals for this area. No further details regarding the type of concessions were currently available other than that the District Council was seeking quality amenities for the site. Members discussed this in some detail and it was queried whether it would be financially viable for a business to invest the level of finance required when only a short term lease of two years was available. The Committee agreed that they needed more information to be able to respond and it was agreed that a letter seeking more details should be sent to A.D.C. prior to any response being made.

98. SEAWATER QUALITY AND LOSS OF BLUE FLAG STATUS - CHAIRMAN TO REPORT

The Chairman detailed his concerns and spoke of the loss of the Blue Flag status for 2008 as reported in the press recently. He drew attention to the recent update from Southern Water that he had received, copied to the Committee, which referred to the success of a multi-million pound environmental improvement programme resulting in every beach in Southern Water's region meeting European Standards on bathing water quality for the third consecutive year. Members queried the level of treatment processes the wastewater from this area received and whether lack of appropriate treatments were the cause for the poor quality of water this year. It was pointed out that the more likely cause was the wet summer causing excess rainfall to run off the streets straight into the sea without being treated. Concern that this type of weather is likely to continue was stressed and it was agreed that the Council needed to establish the facts so that action could be taken. The Blue Flag was important to Bognor's image as a tourism resort and it was essential to establish what treatment the wastewater and stormwater received, why this had happened and what could be done to rectify this problem. Following further discussion, it was agreed that a letter should be sent to Southern Water to seek their views and to establish what plans they have to increase the capacity of the stormwater system so that this may be treated prior to reaching the sea given that increased rainfall is likely for the future. It was further agreed that a copy of this letter should also be forwarded to the Environment Agency.

99. MAYOR'S GOOD CITIZEN AWARD - TOWN MAYOR TO REPORT

99.1 The Town Mayor advised that he wished the name of the recipient for the Mayor's Good Citizen Award to remain confidential for the time being. Following some discussion, he put forward his nomination for the Committee's consideration and it was **RESOLVED** unanimously to support this. The Mayor agreed to try to obtain more detailed information on the recipient's achievements and involvement with various organisations within the town. It was noted that the award would be presented at the Mayor's Civic Reception which was due to be held in early March.

99.2 A Councillor suggested that the Council could also recognise the achievements of local people by sending a letter from the Town Mayor.

99.3 A Councillor queried whether the Town Council was still asked to put forward suggestions for names of streets when a new development is created. The Deputy Town Clerk advised

that the District Council had approached this Council in the past, however this had not been the case for some years. Comment was made that this could be another way of recognising the efforts of local people and it was suggested that contact be made with A.D.C. to ascertain how street naming is currently done.

100. PROVISION OF ADDITIONAL DOG AND LITTER BINS - REFERRED FROM TOWN COUNCIL MEETING 29th OCTOBER 2007

100.1 The Chairman suggested that Councillors consider areas that would benefit from additional dog and litter bins and that they bring their suggestions to the next meeting to enable the Committee to consider this in more detail. This was AGREED.

100.2 Comment was made that as the Town Hall is a public building there should be provision at the entrance to enable members of the public to extinguish their cigarettes prior to entering the premises. With the Cigarette Litter Campaign being promoted by the District Council it was felt that the lack of provision of a bin did not help to encourage the general public to act responsibly and not drop their cigarette butt either onto the ground or extinguish it in the flower beds at the entrance to the Town Hall. It was AGREED that a letter should be sent to A.D.C. to request that they address this matter.

101. CHRISTMAS ILLUMINATIONS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 12th DECEMBER 2007 (IF AVAILABLE)

101.1 *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*

101.2 The Minutes of the meeting of the 12th December were circulated to those present. The Chairman allowed Councillors a few minutes to read the Minutes prior to reporting on the meeting.

101.3 **Min. 52.1 - Breakdown of Cherry Picker** - A Councillor queried which expenditure code this additional cost had been allocated to and suggested that this be moved as he felt this should have been coded to Christmas lights to enable a true cost of the lights this year to be obtained. The Deputy Town Clerk advised that the cost had been allocated to equipment hire on the advice of the Town Council's Accountant and suggested that if the Committee wished this to be moved that the matter be referred back to the Christmas Illuminations Sub-Committee for consideration at their next meeting.

101.4 *Cllr. Fyfe gave his apologies and left the meeting at 8.54pm*

101.5 *Cllr. Brooks left the meeting as a Councillor wished to discuss a contractual matter*

101.6 Concern was raised that this additional expenditure had fallen to the Council to cover as the Cherry Picker was provided by the Council for use by the Electrical Contractor rather than him providing his own equipment. No fall back plan was therefore in place.

101.7 A lengthy debate took place and members spoke for and against the need for the accounts to be adjusted to reflect this expenditure. Following the discussion, no decision was taken

to refer this matter back to the Christmas Illuminations Sub-Committee, the accounts would therefore remain unchanged.

101.8 The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on 12th December 2007.

101.9 *Cllr. Brooks returned to the meeting*

102. **ALLOTMENTS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 20th NOVEMBER 2007**

102.1 Cllr. Eldridge detailed the Minutes of the meeting of 20th November 2007.

102.2 The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on 20th November 2007.

103. **REPORTS**

103.1 **Financial Reports**

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

103.2 **Any Other Reports**

There were no other reports.

104. **CORRESPONDENCE**

The Committee noted receipt of the correspondence as detailed - **Appendix '1'**

The Meeting closed at 9.03pm

GENERAL CORRESPONDENCE FOR ENVIRONMENT AND LEISURE
COMMITTEE MEETING 17th DECEMBER 2007

1. Meteorological Officer Report for November 2007 - previously copied to Councillors
2. CVS-Arunwide - email November publicity including information on West Sussex Youth Cabinet, UK Youth Parliament Elections, copy of application form with deadline for return 14th December and details of "Places to Go" National Conference on 29th May 2008 in Westminster, London
3. CVS-Arunwide - email with copy of letter from West Sussex County Council advising of the abolition of Patient and Public Involvement Forums and the establishment of Local Involvement Networks. W.S.C.C. has a duty to tender for the host organisation that will run the LINK and are keen to involve local stakeholders in discussions on how this will operate in the county. A meeting has therefore been arranged for January 10th 2008 at Pulborough Village Hall commencing at 9.30am
4. A.D.C. - copy of email to Ward Councillors in connection with potential partnership between Southern Horizon Housing and A.D.C. to address the issue of improving the existing play areas at Hotham Garden and Macklin Road and to investigate providing additional facilities at the back of the allotments in Macklin Road. The embryonic idea is that local residents will apply for funding for new equipment and A.D.C. will provide support in terms of technical drawings, contract supervision and ongoing maintenance of the facilities once completed
5. CVS-Arunwide - email with details of Arun Volunteers Hedge Planting taking place on the Bersted Brooks from 10.15am to 12.30pm on Friday 7th December and Saturday 15th December. Arun Volunteers, Bersted Tree Wardens and Friends of Bersted Brooks are joining together to plant 200m of native hedge at this site on the edge of Bognor Regis. Volunteers to help on one or both days are being sought
6. A.D.C. - details of refuse and recycling arrangements for Christmas 2007 and the New Year
7. Southern - Stakeholder Brief, Issue 46, November 2007
8. A.D.C. - email with details of Clean and Safe Grant fund, which has been running since June 2006, supporting community groups and residents associations to work with them to address immediate local environmental, street scene and community safety issues such as littering, and anti-social behaviour. Grants of up to £500 are available for projects which improve and clean up community areas, divert people from anti-social behaviour and crime, create new environmental areas, tackle litter and fly tipping and bring together young and old members of the community
9. A.D.C. - email with details of availability of Making Arun Safer booklet - tackling anti-social behaviour
10. South Downs Society - Press Release 'South Downs Society Fund Launch - South Downs to benefit from new £50,000 fund'
11. DEFRA - Press Release 'H5N1 Avian Influenza confirmed in poultry at the infected premises near Diss'
12. Communities and Local Government Committee - details of Report publication 'Coastal Towns: the Government's Second Response'
13. Communities and Local Government Committee - details of Existing Housing Stock and Climate Change: Oral evidence sessions on 19th November and 3rd December 2007

- 14.** Glasdon UK Ltd. - product information including bins and notice boards
- 15.** Railwatch, Issue No. 114, December 2007 - copy circulated to each Councillor
- 16.** Railondon, Issue No. 98, December 2007
- 17.** Communities and Local Government Committee - details of Waste Oral evidence session on 12th December 2007
- 18.** W.S.C.C. - Press Release 'Executive Directors appointed to lead front line services'