



E & L Ctte. Mins. 13<sup>th</sup> March 2006

# **BOGNOR REGIS TOWN COUNCIL**

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

### **HELD ON MONDAY 13<sup>th</sup> MARCH 2006**

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

#### **131. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr. J. Hayward. Apologies were also received following the meeting from Cllr. Mrs. J. Warr.

#### **132. 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 was one Declaration of Interest made at this point in the Meeting.

*Cllr. Scutt declared a Personal Interest in Agenda item 7 - 'Public Conveniences update'.*

#### **133. TO APPROVE THE MINUTES OF THE MEETING HELD ON 30<sup>th</sup> JANUARY 2006**

The Minutes of the Meeting held on Monday 30<sup>th</sup> January 2006 were agreed as an accurate record and were signed by the presiding Chairman.

#### **134. ADJOURNMENT FOR PUBLIC QUESTION TIME**

There were no questions.

#### **135. MATTERS ARISING FROM THE MINUTES**

**135.1 30<sup>th</sup> January - Min. 114.1 Trees at Railway Station**

Members were pleased to note that the tree guards had now been removed.

**135.2 30<sup>th</sup> January - Min. 124 Meteorological Station**

It was noted that the Meteorological Officer had now confirmed with the Met Office that by placing defensive planting around the outside of the Met Site, this would not impede any of the readings taken from this location. The Projects Officer reported that this part of the project was now complete.

**136. VISITOR GUIDE 2006 - REPORT FROM MR. BELL**

Mr. Bell was invited to join the meeting and he circulated a copy of his Report. The Committee noted that the Visitor Guide had been published last week and was the biggest ever, at 48 pages. A copy had been sent to all Town Councillors and it was suggested that copies should be given to each Councillor at A.D.C. and W.S.C.C. as well. More advertisers than ever before had taken space with around 70 advertisements being included. The extra advertising revenue had allowed for 30,000 copies to be printed being more than in the last six years. These were being distributed to Visitor and Tourist Information Centres throughout London, Middlesex, Surrey, Kent, East and West Sussex, Hampshire, Dorset, Wiltshire, Berkshire and Essex. Public Library Information Points in London, Surrey, Kent, East and West Sussex, Hampshire and Essex, together with Caravan and Camp Sites in West Sussex and motorway service areas in Surrey and Sussex were also receiving copies. Little Chef Restaurants had not been included this year and alternative locations were being considered to widen the distribution area. It was noted that Dorset had been added as an extra county this year and it was queried whether there would be any benefit in widening the area further north. Following some discussion, it was suggested that Bedfordshire and the West Midlands should be added to the distribution campaign. Mr. Bell was asked to investigate the possibility of including these two locations with the Distribution Company and then report back to the Chairman of Committee. It was **RESOLVED** that the Chairman and the Deputy Town Clerk should be given delegated authority to give approval for Mr. Bell to proceed with the inclusion of these additional counties if this could be secured at a reasonable cost. It was further **RESOLVED** that an additional £300.00 should be allocated from within the budget to cover this.

Mr. Bell advised that the increase in advertising revenue had resulted in the Guide costing around £4,300 instead of the £6,000 that had originally been budgeted.

The Committee considered the draft Press Release that had been prepared by Mr. Bell. In the absence of the Town Mayor, Mr. Bell confirmed that he would liaise with Cllr. Mrs. Warr in connection with the content prior to its release to the newspaper. The Committee **RESOLVED** to approve the Press Release subject to the approval of the Town Mayor.

Mr. Bell reported that he had delivered the Visitor Guide proofs to the printers in Brighton and had made several visits to the designer and advertisers around the Bognor Regis area. The Committee **RESOLVED** that Mr. Bell should submit a bill for reimbursement of his petrol expenses.

The Chairman, on behalf of the Committee, proposed that a vote of thanks be recorded to Mr. Bell for all his hard work on the 2006 Visitor Guide and thanked him for his attendance at the meeting.

137. **PUBLIC CONVENIENCES UPDATE INCLUDING CONSIDERATION OF CORRESPONDENCE FROM THE HEAD OF ENVIRONMENTAL AMENITIES AT A.D.C. IN CONNECTION WITH PAYMENT OF B.R.T.C. PARTNERSHIP CONTRIBUTION - PREVIOUSLY COPIED TO COUNCILLORS**

*Cllr. Scutt declared a Personal Interest as a member of the A.D.C. Public Conveniences Working Party.*

A Councillor reported on the A.D.C. meeting that he had attended during the last week of February in connection with the proposals to shut some of the toilets throughout the district. Members noted the Memorandum from the Deputy Town Clerk with a copy of the email from the Head of Environmental Amenities at A.D.C., copied to all Councillors, seeking payment of the 2005/2006 partnership contribution.

This issue had been discussed in some detail at the recent B.R.T.C. /A.D.C. Liaison meeting and the Projects Officer gave a detailed report. Arrangements would be made for Trevor Leggo to act as a mediator between the District Council and other Councils in the negotiations regarding the way forward. The possibility of an injection of capital funds for a two-year period from the District Council, if the Town Council were to consider taking over the London Road facility had been discussed. However, it had been stressed that B.R.T.C. would need a guarantee from A.D.C. that the London Road Coach Park would remain open before this proposal could be considered in any depth. The feasibility of charging for the use of public conveniences across the district was currently being investigated by A.D.C. The Projects Officer reported that the toilets on the Regis Centre site would be removed as part of the new development brief for this area and would be replaced either on or off site. The possibility of a new replacement facility situated on the Promenade was being considered as a possible option. Reference had been made at the Liaison meeting to the Service Level Agreement, which refers to the cleaning of the public conveniences and the reporting procedure for complaints, damage or servicing issues. It had been noted that from the reports received, there was no evidence that standards were not being met. It had therefore been felt that there was no contractual reason to withhold the partnership funding, as without these funds the District Council would be unable to sustain their position, which would result in closures. Members agreed that the future of the London Road site was a longer-term issue and did not have any bearing on the release of the partnership funding. Following some discussion, it was **RESOLVED** unanimously to approve the payment of £40,000 to A.D.C. being the total 2005/2006 partnership contribution for the public conveniences. It was further **RESOLVED** that A.D.C. should be advised that the Town Council look forward to further negotiations with A.D.C. regarding the London Road facility.

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

The Projects Officer spoke of the self-policing schemes that are run in other parts of the country. He detailed a quotation he had received from a local company with a one off cost for production of the mould to create the structure and then the individual cost for each display. Further quotations were being sought and he would bring further details to the next meeting. The need for planning permission was stressed and approval from the County Council would also be required to locate these structures in the town. This proposal would also be raised at the next Liaison meeting. Members spoke positively about the provision of poster displays as a means of stopping fly posting and commented on the benefits to local businesses being able to advertise their events legally without fear of prosecution. Businesses that would use the

scheme could be contacted through Pub Watch and the display area could be policed and cleared of details of past events on a monthly basis. In answer to a query the Projects Officer advised that this scheme would not be suitable for paid advertising and suggested that the messaging system would be more appropriate for this.

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

The Projects Officer reported that the costs varied quite considerably. These ranged upwards of £40,000 down to £2,000 depending on their sophistication. It was noted that the South East in Bloom Working Party would be installing columns for hanging baskets in the High Street during the autumn and it was suggested that the possibility of incorporating a messaging board onto one of these columns might be worth further investigation. It was generally agreed that the High Street would be an ideal location for such a system. Comment was made that it could be used to offer a service giving details of the weather, time, temperature etc. as well as selling advertising space to local businesses and giving details of local events. The possibility of employing a commercial company to sell the advertising space was raised however it was felt that it would be better for the Council to undertake this. The Projects Officer advised that should the Committee decide to proceed with this project, these systems only have a finite life and it would be advisable for provision to be made in the budget on an annual basis to allow for a replacement system to be purchased when this is required. The Projects Officer agreed to obtain further details and report back to the next meeting.

**140. CLOWNS EVENT - REPORT FROM EVENTS OFFICER AND FEEDBACK ON EVENT**

The Events Officer circulated some photographs that had been taken during the weekend event. Members were delighted that the Clowns Parade had been well supported considering the weather had been so cold. The Clowns had arrived at Butlins on Thursday and one or two minor problems had arisen. However, the feedback from both Butlins and the Clowns had been good and it was hoped that the Clowns would return in the future. Various events had taken place within Butlins during the weekend, which had proved very popular. The Events Officer gave a breakdown of the expenditure and highlighted areas where savings had been made. Any budget remaining at the end of the financial year would be earmarked towards next year's event. The Bournemouth Carnival Band had expressed their appreciation for how well the event had been marshaled. A Councillor commented that the Parade had worked well even though the route had been shortened. The Clowns had been able to perform during the Parade however there were issues that they themselves felt needed to be addressed. The Events Officer advised that it was hoped a debrief meeting would be held during the first week of April and this would hopefully include discussions on the possibility of holding the event again next year. A vote of thanks was recorded to the Events Officer and all the other staff who had been involved in the event.

**141. CONSIDERATION OF REQUEST FROM RESIDENTS FOR THE PROVISION OF TWO LITTER BINS AND A DOG BIN IN MARSHALL AVENUE - REFERRED FROM TOWN COUNCIL MEETING 6<sup>th</sup> MARCH 2006**

The Committee considered the request for the provision of litter bins and a dog bin in Marshall Avenue and noted that the District Council had advised in the past they were not keen to site dog bins near residential properties. It was AGREED to contact the District Council to seek their

views on this request before any decision is taken. This would be referred to the next meeting for further consideration.

**142. MUSIC FESTIVAL 2006 SUB-COMMITTEE INCLUDING:**

**142.1 Consideration of the Resolutions, Recommendations and Reports in the Minutes of the meetings held on 9<sup>th</sup> February and 3<sup>rd</sup> March 2006**

The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meetings held on 9<sup>th</sup> February and 3<sup>rd</sup> March 2006.

**142.2 Approval of appointment of Cllr. McDougall to Sub-Committee**

The appointment of Cllr. McDougall to the Sub-Committee was **RESOLVED**.

**142.3** A Councillor reported that Adam Cunard had advised him that Humphrey Littleton and Acker Bilk had both been approached to check their availability to perform on the Saturday night at the Theatre for the main event. Humphrey Littleton would unfortunately not be available, but Acker Bilk had no other commitments on this date at the present time. Members spoke in support of a celebrity Jazz Band and comment was made that this type of music was always very well supported. The need to offer something for everyone during the Music Festival was stressed by the Events Officer and by holding the main event in the Theatre this would mean that the funds available would not be needed for staging etc. in Hotham Park, which would enable the budget to be used to provide a varied programme of music instead. The Events Officer advised that she would be meeting with one of the co-opted members to discuss in more detail the idea put forward at the last meeting of a static carnival along the Promenade. It was suggested that 'Sing-a-longer' pictures, which encouraged audience participation may be another option worth considering. This would be considered further at the next meeting of the Sub-Committee.

**143. IN BLOOM WORKING PARTY - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 9<sup>th</sup> MARCH 2006**

**143.1** The Projects Officer reported that the Working Party meeting had not been quorate and detailed the recommendations for consideration.

**143.2** The Committee noted that the prizes for the Bognor in Bloom competition this year would be vouchers to the value of £20.00 for the winners of each class. The reduction in the value of the prizes had been necessary due to the inclusion of a new category called 'Wildlife Gardens' for this summer.

**143.3** The Projects Officer reported that Veronica Kendon had been appointed as the new ADC Parks and Greenspaces Officer to replace Hannah Reid and she had attended the last Working Party meeting.

**143.4** The Projects Officer spoke on the suggestion made at the Working Party meeting to hold a launch event to raise public awareness of Bognor's entry into Britain in Bloom. This was felt to be good publicity and would encompass community involvement. Some local businesses, Grant Aid recipients, floral sponsors, last years In Bloom entrants and the local press would be amongst those invited to attend. Refreshments to the value of £50.00 to £60.00 would also be supplied to be funded from the In Bloom budget. This was **AGREED**.

- 143.5** In answer to a query concerning comments that had been made at the recent Town Council meeting in connection with South East in Bloom expenditure, the Projects Officer confirmed that the figures quoted included Town Force on costs and were not just for horticultural supplies.
- 143.6** The Projects Officer reported that although this area was not expected to be affected by the water shortage, the Town Council would follow the District Council's lead on this issue in relation to hanging baskets etc. Particularly as two thirds of the Arun district would be affected by a lack of water. Unfortunately the summer planting order had been placed six months ago and could therefore not be changed for less water dependant plants at this late stage. The need to investigate ways of water conservation had been stressed and this would be explored further. The Committee noted that Brighton City Council had decided not to have hanging baskets this year due to the need for watering, whereas Forest Row Parish Council had decided to wait and see if the reservoirs are replenished before a final decision is taken.
- 143.7** The Committee noted that Paul Beckerson, Phil Mortimer and Margaret Huntingdon would be attending the South East in Bloom Seminar on Wednesday 15<sup>th</sup> March 2006. This was AGREED.
- 143.8** The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Notes of the meeting held on 9<sup>th</sup> March 2006 - **Appendix '1'**
- 144. CHRISTMAS ILLUMINATIONS SUB-COMMITTEE - CONSIDERATION OF THE RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING THAT WAS NOT QUORATE HELD ON 1<sup>st</sup> MARCH 2006 INCLUDING:**
- Cllr. Gillibrand (Chairman of the Sub-Committee) presented the Minutes of the meeting that was not quorate held on 1<sup>st</sup> March 2006.
- 144.1 Co-option of Mr. J. Stamp to the Sub-Committee**  
The Committee **RESOLVED** to approve the co-option of Mr. J. Stamp as a non-voting member of the Sub-Committee. It was noted that another representative from the Chamber of Commerce would attend if Mr. Stamp was unable to be present.
- 144.2 Appointment of Leaderboard Sports (UK) Ltd. to undertake electrical contract work**  
This was **RESOLVED**.
- 144.3 Mrs. Holmes declared a Personal Interest in the appointment of Leaderboard Sports (UK) Ltd. as a relative is employed by this company.**
- 144.4 Recommendation to proceed with leasing option for the supply of the Christmas lights for 2006**  
The Committee **RESOLVED** to approve the recommendation from the Christmas Illuminations Sub-Committee to proceed with the leasing option for the supply of Christmas lights.
- 144.5** Cllr. Mrs. Olliver advised that she would be unable to be present at the next meeting of the Sub-Committee due to a meeting at A.D.C. In the circumstances the Chairman suggested that to avoid the possibility of the meeting being non-quorate that it be moved on a week. It was AGREED therefore that the next meeting of the Sub-Committee would now be held on Wednesday 29<sup>th</sup> March 2006 in the Council Chamber at 7.00pm.

**144.6** The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting that was not quorate held on 1<sup>st</sup> March 2006.

**145. ALLOTMENTS SUB-COMMITTEE - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE MINUTES OF THE MEETING HELD ON 28<sup>th</sup> FEBRUARY 2006**

Cllr. Eldridge (Chairman of the Sub-Committee) presented the Minutes.

The Committee **RESOLVED** to accept the Resolutions, Recommendations and Reports from the Minutes of the meeting held on 28<sup>th</sup> February 2006.

**146. REPORTS**

**146.1 Financial Reports**

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

**146.2 Any Other Reports**

**a. Amendment to Weather Station Railings**

The Committee noted the Memorandum and photograph from the Projects Officer in connection with the proposed revisions for the top of the new railings at the Met Site. This proposal was being put forward to alleviate the Council's security concerns. It was noted that a request had also been made to tap the top of the railings to allow for the reintroduction of a further deterrent should this be found to be necessary. The top semi circular part of the railings would also be rotated all the way around giving a lunar element, which fits with the sun motifs. This will also act as a deterrent as it will make the top of the railings much more difficult to climb. The proposed revisions as per the photograph were approved by Councillors present.

**b. Four Nations Tournament 23<sup>rd</sup> to 27<sup>th</sup> May 2006**

*Cllr. Scutt declared a Personal Interest in this matter as Vice-President of the Bognor Regis Town Football Club.*

The Events Officer reported on details she had received from The Football Association in connection with the Four Nations Tournament being held in May 2006. A launch event had been held in Eastbourne in early March, which had been attended by Cllr. Hayward. The tournament takes place at the end of the league season and falls perfectly before the start of the World Cup. One of the games, Wales v Scotland is to be played at the Football Club in Nyewood Lane on 23<sup>rd</sup> May. It is hoped this will bring a lot of people into the town and will be good publicity. The Events Officer advised that she had been unable to speak with Mr. Pearce at the Football Club prior to the meeting to ascertain what the Town Council could do to support this event, but if the Committee were happy for her to follow this up she would report back with further information to the next meeting. This was AGREED.

**147. CORRESPONDENCE**

The Committee noted receipt of the correspondence as detailed - **Appendix '2'**.

*The Meeting closed at 9.26pm.*

**NOTES AND RECOMMENDATIONS**

**BOGNOR REGIS TOWN COUNCIL**  
**SOUTH EAST IN BLOOM WORKING PARTY**  
**(COASTAL RESORT A)**  
**Thursday 9<sup>th</sup> March 2006**

**PRESENT:** Cllr Ken Scutt, Cllr Mrs Jeanette Warr, Gareth Banks (ADC Parks & Greenspaces Officer), Mr Paul Beckerson (BRTC Projects Officer), Erika Benackova (Clerical Assistant), Mrs Margaret Huntingdon, Veronica Kendon (ADC Parks & Greenspaces Officer).

**APOLOGIES:** Cllr Mrs Sylvia Olliver, Phil Mortimer.

*The Meeting opened at 2.05 pm.*

**It was noted that the meeting was not quorate and that any decisions would need to be made as recommendations to the Environment & Leisure Committee.**

**1. Timeline & Programme for 2006.**

The updated timeline was circulated to those present and amendments were discussed.

Members were informed that the Girlguiding group had been contacted and the Projects Officer was awaiting response.

SE In Bloom judging day would be between 3<sup>rd</sup>-14<sup>th</sup> July and the Members agreed to aim for the early part of that week for the Bognor in Bloom judging

The Working Party agreed to introduce a new category for Bognor in Bloom, called 'Wildlife gardens' at the back of the house. It would be judged by appointment so the person has an opportunity to explain what he/she does. The closing date was set for 25<sup>th</sup> June with judging during the week commencing 3<sup>rd</sup> July. The Working Party also **AGREED TO RECOMMEND** to give out £20 vouchers this year due to the additional category.

**2. Progress on environmental and conservation projects (possible biodiversity theme).**

Letters giving information on the Bio-Diversity Theme had been sent to schools to raise a higher level of interest.

It was reported that there is a piece of land in ADC ownership that could be converted into a biodiversity garden. The schools and Pevensey group could be invited to take part in the design with help of a professional. This will be further investigated and reported on at the next meeting.

Members were informed that conservation and recycling elements needed to be highlighted.

Organising a beach clean was suggested. Gareth Banks said this is being done by beach wardens and agreed to obtain some photos.



### **3. Scouts Anniversary Planting.**

The Working Party was informed that a competition had been undertaken and the winning design would be planted on slightly raised bed on the Chichester Road corner of the squareabout.

### **4. Britain in Bloom Launch Event.**

It was suggested that a Launch Event to raise public awareness would give an initial boost to the campaign, detailed discussion of the proposal followed. The Working Party **AGREED TO RECOMMEND** that a launch event be organized. It was agreed to invite everyone who is involved, local businesses, press and perhaps organizations that received Grants from BRTC. Invitations will be sent out in due course.

*Cllr Ken Scutt offered apologies and left the meeting - 2.50pm*

The Projects Officer advised that we should be getting 2 banners from RHS promoting the competition and the BRTC' banner will go up next week.

It was agreed to put Britain in Bloom logo on Bognor in Bloom entry form.

### **5. Report on Seminar Britain in Bloom 2006.**

Copies of the Britain in Bloom manual were circulated.

The Projects Officer reported on the Seminar. Members were informed that the categories are identical to SE In Bloom but there will be an unannounced judging from 18<sup>th</sup> April – 12<sup>th</sup> May and a map for judges must be submitted by 3<sup>rd</sup> April.

Members were advised that there would be many sites to show to judges as many of the SRB projects would be finished by the summer.

### **6. Water shortage.**

The Projects Officer reported that we would not be affected by the water shortage but we need to take it into account. It was therefore agreed not to put the new lamp column planters in the High Street until the autumn.

Ground floor level plants were suggested for the bottom end of London Road. These could stay there until October when they would be replaced by the sculpture. The Projects Officer will investigate.

### **7. April judging.**

The topic has already been discussed.

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

Margaret Huntingdon raised the issue of cleansing of a footpath again as nothing had been done. She had approached Cllr Paul Wells and he promised to look into this. Cllr Simon McDougall had been written to but she has not heard anything back yet. It was reported that

there had been a meeting between County Councillors and WSCC Officers re this but the outcome was not known.

***Cllr Mrs Jeanette Warr offered apologies and left the meeting – 3.26pm***

The issue of possible grants for local projects was raised again, the Projects Officer informed the meeting that the budget for next year will be set in November and the decisions needed to be made in advance of this.

Margaret Huntingdon arranged the library window and it needs to be decided what to display so it has the biggest possible impact on the community.

Margaret Huntingdon expressed concern about the lack of dog bins along footpaths and it was agreed that she could contact dog wardens re this. This issue will also be put to E&L Committee.

MH enquired about the possible sponsorship by SDS of the triangle of land on the corner of Gloucester Road and it was noted that this was still ongoing.

**9. Date of next meeting.**

In the Council Chamber on 6<sup>th</sup> April 2006 at 2.00 pm.

***The Meeting closed at 3.45pm.***

**GENERAL CORRESPONDENCE FOR ENVIRONMENT AND LEISURE COMMITTEE**  
**MEETING 13<sup>th</sup> MARCH 2006**

1. Copy of final draft of A.D.C. Sussex by the Sea Visitor Strategy 2006 to 2011 - including request from Richard Edwards to attend the next meeting of the Committee to present the strategy for approval and identification of where the Town Council can assist and contribute to its implementation. The Committee **AGREED** that Mr. Edwards should be invited to the next meeting to present the strategy.
2. Meteorological Officer Reports - January 2006 previously copied to Councillors and February 2006 - copied to Councillors
3. Sussex Police - email advising that Chief Inspector Bracher has now moved to Bognor Regis Police Station along with Sergeant Mick Potter, District Performance Sergeant and Debbie Anstiss, District Support Administrator. Two new Crime Prevention Officers have also joined the Arun District.
4. Sussex Police - email from the new Chief Constable of Sussex
5. Sussex Police - Adur update for January 2006
6. A.D.C. - Minutes of a Special Meeting of the Arun District Council held on 1<sup>st</sup> February 2006 - previously copied to Councillors
7. Smith of Derby - confirmation that the annual routine maintenance service was carried out on 31<sup>st</sup> January 2006
8. A.D.C. - Spring Diary of Events
9. Railfuture - details of AGM to be held on 6<sup>th</sup> May 2006 in Swindon, copy of Railondon, Issue 91, March 2006 and Railwatch Magazine, Issue No. 107, April 2006 - copy for each Councillor
10. Plus Publishing Services - product information on Town Guides
11. W.S.C.C. - poster with details of Mobile Library Service - put on notice boards
12. S.A.L.C. - details of drought update information from South East Water
13. SMP Playgrounds Ltd. and SMP Metal Co - product information
14. Playsafe Playgrounds Ltd. - product information
15. 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 6<sup>th</sup> and 13<sup>th</sup> February
16. Events Diary - copied to all Councillors
17. Email from Impetus Consulting Ltd. seeking partners to apply for joint funding to the Climate Challenge Fund - deadline for submissions 31<sup>st</sup> March 2006 - copied to Committee. This was noted.
18. Record Playground Equipment Ltd. - new catalogue