



BOGNOR REGIS TOWN COUNCIL

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MINUTES OF THE MEETING OF THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE HELD ON MONDAY 20th MAY 2019

- PRESENT:** Cllr. W. Smith (Chairman);
Cllrs. J. Barrett, J. Brooks, Mrs. I. Erskine,
Miss. C. Needs and Mrs. A. Sharples
- IN ATTENDANCE:** Mrs. S. Hodgson (Projects Officer)
5 members of the public
2 Councillors in the public gallery: Cllrs. Mrs. S.
Daniells and S. Goodheart

The Meeting opened at 6.30pm

1. TO NOTE THE APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN AS AGREED AT THE COUNCIL MEETING ON THE 13th MAY 2019

The Committee **NOTED** that Cllr. W. Smith had been elected Chairman and Cllr. J. Barrett elected Vice-Chairman of this Committee at the Annual Town Council Meeting on 13th May 2019.

2. CHAIRMAN'S ANNOUNCEMENT AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present and read the Council's opening statement. Apologies had been received from Cllr. Cunard who was away on business, Cllr. Jones who was sitting an exam and Cllr. Mrs. Staniforth who was unwell.

3. DECLARATIONS OF INTEREST:

Members and Officers were reminded to make any declarations of Disclosable Pecuniary and/or Ordinary 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 Disclosable Pecuniary or Ordinary Interest
- c) the nature of the Interest
- d) if it is an Ordinary Interest whether they intend to leave the room for the discussion and vote
- e) if it is a Disclosable Pecuniary Interest, and therefore must leave the room for the discussion and vote, whether they will be exercising their right to speak on this matter under Public 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. They should request that it be recorded in the Minutes that they will leave the meeting and will neither take part in discussion, nor vote on the item.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their Interests - both Disclosable Pecuniary and Ordinary. These forms should be returned to the Committee Clerk at the end of the meeting to enable all declarations of Interest to be accurately recorded in the Minutes. Members were reminded that it is their responsibility to notify the Monitoring Officer of all Disclosable Pecuniary Interests, not already recorded on their Register of Interests Form, within 28 days.

There were no declarations of Interest

4. APPOINTMENT OF SUB-COMMITTEES, WORKING GROUPS AND TOPIC TEAMS

The Projects Officer's report was **NOTED**.

4.1 BOGNOR REGIS IN BLOOM WORKING GROUP INCLUDING CONSIDERATION OF RECOMMENDATIONS TO COUNCIL OF CO-OPTIONS FOR RATIFICATION

Members **RESOLVED** to appoint the Bognor Regis in Bloom Working Group for the 2019/20 municipal year.

Members **AGREED** to appoint Cllrs. S. Goodheart, Mrs. J. Warr and P. Woodall to the Bognor Regis in Bloom Working Group.

Members further **AGREED to RECOMMEND** to **COUNCIL** the appointment of the following Co-opted members to the Bognor Regis in Bloom Working Group: Mr. S. Hearn, Mrs. M. Huntingdon, Mr. B. Jackson, Mrs. J. Jackson, Mrs. P. Keane, Mr. D. Meagher and a representative from Arun District Council.

Consideration of the appointment of a Chairman for this Working Group will be undertaken at the first meeting.

4.2 BEACH ACCESS TOPIC TEAM

Members **AGREED** that Cllrs. J. Brooks, Mrs. I. Erskine and Ms. A. Sharples be appointed to sit on the Beach Access Topic Team.

Consideration of the appointment of a Chairman for this Topic Team will be undertaken at the first meeting.

4.3 YOUTH WORKER STEERING GROUP

Members **AGREED** that the Chairman of the Community Engagement and Environment Committee, Cllr. W. Smith be appointed to the Youth Worker Steering Group.

5. TO CONSIDER TERMS OF REFERENCE FOR THE FOLLOWING COMMITTEES, WORKING GROUPS AND TOPIC TEAMS INCLUDING UPDATES AND AMENDMENTS IF REQUIRED

The Projects Officer's report was **NOTED**.

5.1 COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE

No changes were proposed to the Terms of Reference for the above - **RESOLVED** to **RECOMMEND** the document to the Policy and Resources Committee.

5.2 BOGNOR REGIS IN BLOOM WORKING GROUP

No changes were proposed to the Terms of Reference for the above - **RESOLVED** to **RECOMMEND** the document to the Policy and Resources Committee.

5.3 BEACH ACCESS TOPIC TEAM

A Member asked for an amendment to be made to point 2 and proposed that "Other Parties or Agencies" should be included. Changes to the Committee Membership were also **NOTED**.

Members **AGREED** the Terms of Reference for the above with the additional change and **RESOLVED** to **RECOMMEND** the document to the Policy and Resources Committee.

5.4 YOUTH WORKER STEERING GROUP

Members **AGREED** to the proposed changes to the Terms of Reference for the above, which provide a clearer description of the aims and objectives of the Steering Group, as per the Officer recommendation in her report and the draft as circulated with the Agenda. It was **RESOLVED** to **RECOMMEND** the document to the Policy and Resources Committee.

6. TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 25th MARCH 2019

The Minutes of the Meeting held on the 25th March 2019 were approved by the Committee as a correct record and were signed by the Chairman.

7. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS EXTENDED TO A MAXIMUM OF 60 MINUTES IN ACCORDANCE WITH STANDING ORDERS (S.O. 31.8)

The Chairman adjourned the Meeting at 6.44pm

The Projects Officer read out the following statement:

During this time members of the public will be allowed to direct questions to the Committee or comment on any appropriate topic. Please note, during this session Councillors will not be able to make any decisions on any of the topics discussed and no Minutes will be documented. However, brief notes will be taken and any item that the Committee would like to

debate or requires a decision will be made an agenda item for the following Community Engagement and Environment Meeting.

The following items were raised with Members:

Would Members know if 5G is going to be rolled out in West Sussex? Who is responsible and where should objections be made?

Objections to the mast at Fitzleet - are Members aware of the health risks? Westloats Lane - objection to the recent planning application for development in the area

Bognor Regis Youth and Community Centre - BognorCAN is a valuable asset to the community, would Councillors consider applying for it to be made an Asset of Community Value?

Will the Council look at securing a number of assets for the community?

Will the Council consider The Power to Change funding opportunities to help fund public ownership?

Raising funds from re-cycling - would the Committee be interested in starting a scheme?

How green is this Council going to be?

Will this Council declare themselves a Council of Climate Emergency?

Regarding a drug related incident outside the Edward Bryant School - will the Council raise with the Police why their Officers who were in attendance did not make any arrests?

Hotham Park is one of Bognor Regis' best assets. However, when Googled the website at the top of the page is out of date. Can anything be done to encourage the site owner to bring the information up to date?

Members asked for a number of the above points to be made Agenda Items for the next meeting to enable further debate.

The Meeting was reconvened at 7.27pm

8. CLERK'S REPORT FROM PREVIOUS MINUTES

8.1 Update on Old Town Area:

At the Events, Promotions and Leisure Meeting on the 15th April 2019 – Min. 101 refers, Members requested that a watching brief be kept on the Old Town and for a regular updates to be reported to the Community Engagement and Environment Committee. Therefore, this will be a regular item on the Clerks Report, and should any action be required it will be placed on the Agenda for consideration.

9. CONSIDERATION OF THE NOTES FROM THE PUBLIC QUESTION AND STATEMENTS TIME OF THE MEETING HELD ON THE 25th MARCH 2019, INCLUDING DISCUSSION REGARDING TOILET CLOSURE ON THE PROMENADE - MIN. 108 REFERS

The Projects Officer's report was **NOTED** including the Notes from the Public Question and Statements time of the meeting held on the 25th March, as previously circulated to Members. There were no recommendations for future Agenda items.

10. YOUTH SERVICES UPDATE INCLUDING TO RECEIVE THE NOTES OF THE YOUTH WORKER STEERING GROUP MEETING HELD ON 24th APRIL 2019 AND REPORT ON THE IPEH PARTNERSHIP ADVISORY BOARD MEETING HELD ON 1st MAY 2019 - MIN. 114 REFERS

Members **NOTED** the Projects Officer's report including the Notes from the Youth Worker Steering Group Meeting on the 24th April 2019 and the IPEH Partnership Advisory Board Meeting on the 1st May 2019.

Members further **NOTED** the reply from the West Sussex County Council Cabinet Member for Children and Young People, as circulated with the Agenda, in response to a letter sent from this Committee regarding the Phoenix Centre and Sussex Clubs for Young People.

11. TO NOTE AND DETERMINE ANY APPLICATIONS RECEIVED FOR THE FLEXIBLE COMMUNITY FUND AND TO REVIEW THE CURRENT APPLICATION AND CRITERIA FORM FOR RECOMMENDATION TO THE POLICY AND RESOURCES COMMITTEE - MIN. 115 REFERS

The Projects Officer's report, including confirmation that there were currently no applications to be determined, was **NOTED**.

Members considered the proposed draft of the Flexible Community Fund Application Form and **AGREED** to **RECOMMEND** the draft document to the Policy and Resources Committee with the following amendments:

Point 4 - to include C.I.C.

To insert the question "What are your reasons for not applying to the Town Council's Grant Aid Fund for this funding?"

12. TO RECEIVE AN UPDATE FROM THE BEACH ACCESS TOPIC TEAM INCLUDING DATE OF NEXT MEETING - MIN. 119 REFERS

The Projects Officer's report was **NOTED**, and appointed Members will be advised of a date for a meeting in due course, when the scoping report will be available.

A Member spoke about the access ramp by the Yacht Club and asked about gaining permission for dog walkers to use it when leaving the beach even though it was just outside the permitted dog walking area.

After discussion Members **AGREED** to write to Arun District Council for clarification on the Byelaws and regulations regarding dogs on the beach and the use of the ramp.

13. CONSIDERATION OF FUTURE COUNCIL SURGERIES INCLUDING RECOMMENDATION FROM THE PLANNING AND LICENSING COMMITTEE AT THEIR MEETING 29th JANUARY 2019 (MIN. 189 REFERS), TO HOLD A SURGERY IN THE OLD TOWN AREA

The Projects Officer's report was **NOTED**.

Following discussion, Members **AGREED** to continue with the Council Surgeries and further **AGREED** for the Old Town to be used as a location. Members also noted that the surgeries would be held at a number of venues and at various times to enable engagement with all members of the community. Members also felt that when applicable, the surgeries should have a theme to focus the engagement. A Member also asked if it would be possible to update any successful outcomes on the Town Council website.

The Projects Officer will make the necessary arrangements for the next surgery and circulate details. All Councillors will be invited to attend.

14. WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET

The Projects Officer's report was **NOTED**, and an overview was given of how the Ward Allocation fund can be utilised and the administrative requirements.

Members **NOTED** the budgets allocated to each Ward.

15. BOGNOR REGIS IN BLOOM WORKING GROUP - CONSIDERATION OF THE RESOLUTIONS RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 30th APRIL 2019

The Projects Officer's report was **NOTED** including the notes of the Bognor Regis in Bloom Working Group meeting held on the 30th April 2019 as previously circulated.

It was recorded that as the Working Group meeting held on the 30th April 2019 had not been quorate, decisions were ratified by way of recommendation to this Committee. Members **NOTED** that in accordance with the recommendations made, the co-opted membership for the Bognor Regis In Bloom Working Group had been agreed earlier in the meeting (Min. 4.1 refers).

Members subsequently **AGREED** to **APPROVE** the further recommendation as follows:

- Expenditure of £428 plus VAT for 4 x trees from Barcham Trees

16. CONSIDERATION OF A REQUEST FROM THE BOGNOR COMMUNITY GARDENERS FOR TOWN FORCE ASSISTANCE WITH WATERING

The Projects Officer's report was **NOTED**.

Following discussion, Members **AGREED** for Town Force to assist with the watering of the identified areas and incorporate them into their regular watering schedule.

17. TO RECEIVE A REPORT ON THE "BEAT THE STREET" INITIATIVE

The Projects Officer reported on a meeting attended on the 14th May 2019 called "Beat the Street" which is an initiative being run in association with Arun, Adur & Worthing and Intelligent Health to create a real life walking and cycling game, and to normalise physical activity as part of the daily routine.

Beat boxes will be placed at ½ mile intervals and using RFDI technology (similar to an oyster card) participants can swipe their cards on the boxes as they pass to accumulate points. Each swipe gains 10 points.

The project is being rolled out to primary schools and each child is automatically enrolled and issued with a key fob and one card for a parent/carer. These fobs are automatically registered to their school. Other family members can enrol free of charge on-line and align themselves to the school if they wish. Schools can accumulate points that generate vouchers for school equipment, books, arts and crafts etc.

The initiative will run from 19th June - 31st July and a co-ordinator will be appointed for each area to liaise with schools and community groups.

Members **AGREED** to support and promote the project wherever possible and the Projects Officer will keep the Committee up-dated with any progress.

18. REPORTS:

- a. To note Financial Reports, previously circulated

The reports were **NOTED**.

- b. Any further reports

There were no further reports.

19. CORRESPONDENCE

The Committee **NOTED** receipt of the correspondence list, previously circulated including the following additional items:

House of Commons Newsletter including a report into the funding of local authorities' children's services.

The Projects Officer drew Members attention to item 4 and asked Members to note that St. Wilfrid's Hospice would be giving a presentation to the Committee at the July meeting.

The Meeting closed at 8.30pm