



# **BOGNOR REGIS TOWN COUNCIL**

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,  
Bognor Regis, West Sussex, PO21 1LD  
Telephone: 01243 867744  
E-mail: [bognortc@bognorregis.gov.uk](mailto:bognortc@bognorregis.gov.uk)

## **MINUTES OF THE MEETING OF THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE HELD ON MONDAY 23<sup>rd</sup> SEPTEMBER 2019**

- PRESENT:** Cllr. W. Smith (Chairman); Cllrs. J. Barrett, J. Brooks (from Min. 39), A. Cunard, Mrs. I. Erskine, H. Jones, Miss. C. Needs, Ms. A. Sharples and Mrs. S. Staniforth
- IN ATTENDANCE:** Mrs. S. Hodgson (Projects Officer)  
3 members of the public  
Councillors in the public gallery:  
Cllrs. S. Goodheart and Mrs. J. Warr  
Nik Demetriades - 4Sight Vision Support

***The Meeting opened at 6.30pm***

### **36. CHAIRMAN'S ANNOUNCEMENT AND APOLOGIES FOR ABSENCE**

The Chairman welcomed those present and read the Council's opening statement. No apologies had been received.

### **37. 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.

***Cllr. Cunard declared an Ordinary Interest in item 14 as an entrant to Bognor Regis In Bloom***

***Cllr. Ms. Sharples declared an Ordinary Interest in item 14 as an entrant to Bognor Regis In Bloom***

**38. TO APPROVE THE MINUTES OF THE MEETING HELD ON 15<sup>th</sup> JULY 2019**

The Minutes of the Meeting held on the 15<sup>th</sup> July 2019 were approved by the Committee as a correct record and were signed by the Chairman.

***Cllr. Brooks joined the Meeting***

**39. ADJOURNMENT FOR PRESENTATION FROM THE FUNDRAISING AND BUSINESS DEVELOPMENT MANAGER OF 4SIGHT VISION SUPPORT ON THEIR UPCOMING ANNIVERSARY OF 100 YEARS OF SERVICE TO THE VISUALLY IMPAIRED COMMUNITY OF BOGNOR/WEST SUSSEX**

***The Chairman adjourned the Meeting at 6.34pm***

A presentation was given by Nik Demetriades on behalf of 4Sight Vision Support.

***The Meeting was re-convened at 7.05pm***

The Chairman thanked Mr. Demetriades on behalf of the Committee for his informative presentation.

**40. 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 7.05pm***

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.*

A written statement had been received from a member of the public regarding a number of items relating to green issues and climate change. This was circulated to Members ahead of the meeting.

A member of the public asked why Arun do not have a food waste collection. A Member, who is also a District Councillor, reported that ADC are currently looking to re-negotiate the inclusion of food waste collection into the contract with their cleansing contractor.

A Councillor who was seated in the public gallery asked if the Town Council would consider adopting some land by the skateboard park and kiosk and would the Council further consider approaching ADC regarding some signage boards that were used for public consultation regarding the Sunken Gardens.

The Member was advised by the Projects Officer to make a request that these items be submitted for consideration via the relevant Committee and be placed on the next available Agenda.

***The Meeting was reconvened at 7.15pm***

**41. CLERK'S REPORT FROM PREVIOUS MINUTES**

**41.1 20<sup>th</sup> May 2019 - Min. 8.1 - Update on Old Town Area**

There is no update at this stage.

**41.2 15<sup>th</sup> July 2019 - Min. 26.4 - Hotham Park website**

The out of date website was originally set up by the son of one of the members of the Hotham Park Heritage Trust and whilst he has been approached, he has declined to take the site down. Some work is being undertaken to get the Hotham Park Heritage Trust site to the top of the Google list.

**41.3 15<sup>th</sup> July 2019 - Min. 29.4 - Update on Street Sheet**

A draft design has been produced and is currently being proof-read and approved. It is hoped that the first edition will be printed and circulated within the next couple of weeks. A sum of money has been retained for updates and re-prints.

**41.4 15<sup>th</sup> July 2019 - Min. 30 - Re-listing of the Alexandra Theatre as an Asset of Community Value**

The process of gathering evidence of support from users of the Theatre and the general public is currently being undertaken. The responses will be collated at the end of September and the application submitted to Arun District Council.

**42. CONSIDERATION OF THE NOTES FROM THE PUBLIC QUESTION AND STATEMENTS TIME OF THE MEETING HELD ON THE 15<sup>th</sup> JULY 2019 (MIN. 24 REFERS) INCLUDING: REFERRAL FROM FULL COUNCIL AT THEIR MEETING HELD 1<sup>st</sup> JULY 2019 (MIN. 70.4 REFERS), FOR THIS COMMITTEE TO CONSIDER THE ISSUE OF CLIMATE CHANGE EMERGENCY AS PREVIOUSLY RAISED AT THE ANNUAL TOWN MEETING OF ELECTORS HELD 18<sup>th</sup> MARCH 2019 (MIN.11 REFERS)**

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

Members reviewed the notes from the Public Questions and Statements time of the Meeting held 15<sup>th</sup> July 2019 and following discussion **AGREED** that any of the items relating to green issues should be addressed at the planned Open Forum.

The Projects Officer reported that since the last meeting, Town Force, the Weather Readers and the Events Team had all been issued with environmentally friendly re-fillable water bottles and some work had been undertaken with the BID to tackle the overgrown grass verges in the Queensway area.

The Projects Officer further reported that all bedding flowers are recycled when removed by Town Force at the end of the summer/winter season and when requested, given to members of the public.

Regarding the issues at King George Court, a Member confirmed that he had made contact with a representative of King George Court but was awaiting a reply.

Members were invited to consider the issue of Climate Change Emergency as previously raised at the Annual Town Meeting of Electors.

A Councillor read the following statement:

*"Of 353 councils in England, 227 of them have declared a climate emergency. On 8<sup>th</sup> October 2018, the IPCC - Intergovernmental Panel on Climate, changed released a report on the state of Climate Science. Not climate opinion, climate science. It places responsibility on the individual, the family, the community, the Council and the Government - at every layer of accountability, the duty to take this emergency seriously, and address it*

*with all appropriate measures. The Zero Carbon Britain Report set a target of reducing local climate impact by 2030 - and a significant number of the councils that have declared an emergency, have adopted similar targets. As elected representatives of our community, it is our duty to pay heed to the serious warnings and ensure that we as a town council are doing everything we can to safeguard the future of this community as best we can. At the appropriate time, following the debate, I would like to request that the vote be recorded."*

Following further discussion, a recorded vote was taken:

<b>FOR</b>	<b>AGAINST</b>	<b>ABSTENTION</b>
Cllr. Barrett Cllr. Brooks	Cllr. Cunard	
Cllr. Mrs. Erskine Cllr. Jones Cllr. Miss Needs Cllr. Ms. Sharples Cllr. Smith Cllr. Mrs. Staniforth		

Members therefore **AGREED** to **RECOMMEND** that the Town Council declare a Climate Emergency.

**43. CONSIDERATION OF A RESIDENT'S REQUEST FOR THE TOWN COUNCIL TO CONTACT ARUN DISTRICT COUNCIL TO ERECT NOTICES DISCOURAGING THE FEEDING OF BIRDS ON THE PROMENADE AS PREVIOUSLY RAISED AT THE COUNCIL MEETING HELD 2<sup>nd</sup> SEPTEMBER 2019 (MIN. 87 REFERS)**

The Projects Officer's report was **NOTED** including the referral from Council, for this Committee to consider contacting Arun District Council to request notices be erected on the promenade to discourage the feeding of birds.

Some Members felt that there is a risk of having too many "stop" notices and it would be far more effective to employ more enforcement officers. Other Members felt a softer approach such as some artwork on the pavement would be better. Following discussion, it was **AGREED** that an approach be made to ADC to see if they would permit some artwork to deter the feeding of birds to be sprayed onto the pavement and if so for the Town Council to look at undertaking this in partnership with CREATE.

Officers will make the initial approach to ADC and bring the item back to the Committee for further discussion as to the form this artwork should take and to determine any budgetary requirements.

**44. BEACH ACCESS TOPIC TEAM - CONSIDERATION OF THE RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 29<sup>th</sup> AUGUST 2019**

The Projects Officer's report, including the Notes of the Beach Access Topic Team Meeting held on 29<sup>th</sup> August 2019 as previously circulated, was **NOTED**.

Members considered the recommendation from the Beach Access Topic Team to recommend to the Policy and Recourses Committee that a fund of £3,000 be earmarked or a budget set for 2020/21 to enable the installation of a temporary ramp. Following discussion Members **AGREED not** to proceed with the recommendation and that therefore, the temporary ramp project should progress no further.

**45. YOUTH SERVICES UPDATE INCLUDING TO RECEIVE THE NOTES OF THE YOUTH WORKER STEERING GROUP MEETING HELD ON 14<sup>th</sup> AUGUST 2019**

The Projects Officer's report, including the Notes of the Youth Worker Steering Group Meeting held on the 14<sup>th</sup> August 2019 as previously circulated, was **NOTED**. Members were further asked to note that the CREATE action plan as referred to at that meeting was still pending.

The Projects Officer tabled a further verbal report relating to CREATE and the outreach work due to be delivered in Bognor Regis.

Members considered the recommendation from the Youth Worker Steering Group and following discussion Members **AGREED to RECOMMEND** to the Policy and Resources Committee to agree in principle to provide match funding support specifically to CREATE for 3 years starting in 2020/21 with an annual budget of £10,000.

**46. TO NOTE AND DETERMINE ANY APPLICATIONS RECEIVED FOR THE FLEXIBLE COMMUNITY FUND**

The Projects Officer's report was **NOTED**, and Members were asked to consider the following application for the Flexible Community Fund.

**46.1 ROX Music and Arts - £2,340 for the purchase of storage containers needed to store panels as part of the ROX Halloween event on the 31<sup>st</sup> November 2019**

Members **AGREED to APPROVE** this application and fund £1,800 at this time it was further **AGREED** to consider donating any residual funds to ROX at the end of this financial year.

**47. UPDATE ON COUNCIL SURGERIES**

The Projects Officer's report, including notification of the next Surgery to be held on 26<sup>th</sup> September 2019, was **NOTED**.

A breakdown of the issues raised at the last Councillor Surgery held on the 19<sup>th</sup> September 2019 was circulated. One particular issue regarding a problem with a hedge in the Rock Gardens is being addressed by Cllrs. Barrett and Stanley and it is hoped some feedback on the outcome will be available by the next meeting.

Another issue raised at the Surgery was a no-car scheme. This is similar to the Playing Out Scheme that the Town Council tried to champion during the last Administration. The Projects Officer reported that despite numerous attempts it was not possible to gain any involvement or take up from the community. A Member asked if this could be re-looked at and asked for it to be made an Agenda item for the next meeting.

Members were asked if they would like to hold a weekend Surgery in London Road on the 2<sup>nd</sup> November to coincide with the ROX event in Hotham Park, as Town Force will already be working that day. Following discussion, Members requested that the Surgery be moved from London Road and be held in Hotham Park between 12.00pm and 3.00pm and asked Officers to make the necessary arrangements.

The following Councillors of the Community Engagement and Environment Committee have agreed to be in attendance on the day: Cllrs: Barrett, Mrs. Erskine, Miss. Needs, Ms. Sharples, Smith and Mrs. Warr.

**48. WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET FOR 2019/20**

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

Following receipt of the necessary written confirmations from all appropriate Ward Members, it was **RESOLVED** to **RATIFY** a payment of £500.00 from the Marine Ward 2019/20 Ward Allocation Budget as a donation towards the purchase of a defibrillator to be placed in Aldwick Road/West End.

**49. BOGNOR REGIS IN BLOOM WORKING GROUP - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 29<sup>th</sup> AUGUST 2019**

The Projects Officer's report, including the Notes of the Bognor Regis in Bloom Working Group Meeting held on the 29<sup>th</sup> August 2019 as previously circulated, was **NOTED**.

Members **AGREED** to **RATIFY** the following recommendations from the non-quorate Meeting held 29<sup>th</sup> August 2019:

- Expenditure of £100 for new plants to be funded from the current year's Environmental Projects budget
- Expenditure of £24 for the "winner" plaques to be funded from the current year's Competition Expenses budget

**50. REPORTS:**

- a. To note Financial Reports, previously circulated  
The reports were **NOTED**.
- b. Any further reports  
There were no further reports.

**51. CORRESPONDENCE**

The Committee **NOTED** receipt of the correspondence list, previously circulated.

***The Meeting closed at 8.25pm***