



# **BOGNOR REGIS TOWN COUNCIL**

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## **MINUTES OF THE EXTRAORDINARY**

### **POLICY AND RESOURCES COMMITTEE MEETING**

**HELD ON MONDAY 19<sup>th</sup> NOVEMBER 2018**

**PRESENT:** Cllr. A. Cunard (Chairman); Cllrs: J. Cosgrove, S. Goodheart (during Min. 91) and Mrs. J. Warr

**IN ATTENDANCE:** Mrs. J. Davis (Civic & Office Manager)  
6 members of the public

*The Meeting opened at 2.10pm*

#### **88. WELCOME BY CHAIRMAN AND APOLOGIES FOR ABSENCE**

The Chairman apologised for the delay in the meeting opening and welcomed everyone present. The Council's opening statement was read, and particular attention was drawn to the evacuation procedure in the event of the fire alarm sounding and the Council's Standing Orders relating to public question time.

Apologies had been received from Cllrs. S. Reynolds and P. Woodall, who were on annual leave, and Cllr. Stanley who was working. Furthermore, in line with the report given at the November Town Council Meeting, Cllr. Enticott was also absent. No apologies for absence were received from Cllr. Smith.

In the absence of Cllr. Stanley, it was **AGREED** that Cllr. Mrs. Warr should act as Vice-Chairman for the meeting.

#### **89. 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 or Ordinary Interests notifiable under the Council's Code of Conduct, not already recorded on their Register of Interests Form, within 28 days.

The Chairman reminded Members to declare their Interests as any arise or again at the relative point in the meeting if they have already.

***Cllr. Cunard declared an Ordinary Interest as a member of the Bognor Regis Twinning Association***

***Cllr. Mrs. Warr declared an Ordinary Interest as a member of Bognor Regis Seafront Lights***

**90. ADJOURNMENT FOR PUBLIC QUESTION TIME AND STATEMENTS**

There were no questions or statements.

**91. CONSIDERATION OF GRANT AID FUNDING 2019**

Members considered each application for Grant Aid, with regard given to the criteria set and the document checklist, which detailed what documents had been supplied with each application. The Chairman's recommendations were noted and discussed.

Some applications were not successful due to Members being minded that alternative funding was available for some organisations, that often also had a large amount of unrestricted reserves, from grants offered by larger councils and nationally funded initiatives, whereas small community events/organisations had fewer pathways to grant funding available to them.

Comment was made about the number of applications received from Scouting units within Bognor Regis requesting grants for the purchasing of equipment for expeditions. Members felt that these applications should be combined and submitted in future as a District application, rather than individual units.

It was **AGREED** that a letter would be written to the Scouting units to encourage them to make a combined District application in future.

With regard to the Arun Arts Co Ltd application, Members noted that they had been in receipt of annual funding of £10,000 for each of the previous three years, as part of a formal funding agreement with the Town Council.

***Cllr. Mrs. Warr redeclared an Ordinary Interest in the Bognor Regis Seafront Lights application but did not leave the meeting when the application was considered, as no discussion took place***

***Cllr. Cunard redeclared an Ordinary Interest in the Bognor Regis Twinning Association application but did not leave the meeting when the application was considered, as no discussion took place***

A Member asked for it to be noted that it would be welcomed if some of the Grant Aid funding awarded to Citizens Advice Arun and Chichester could be directed towards improving the volunteer capacity to assist with problems experienced by local residents as a result of the changes to Universal Credit.

The Committee discussed the International Bognor Birdman application and the funding issues that the event had faced in previous years. A Member expressed concern that granting funds to International Bognor Birdman would reduce the funds available to allocate to other Grant Aid applicants, particularly if the Birdman event was at risk of being cancelled again next year. However, Members wished to support the event and agreed to award a grant for the same amount as was awarded to International Bognor Birdman last year.

Whilst Members considered The Base Skate Park to be an essential youth/adult service, there was concern regarding its future financial viability. It was agreed to award Grant Aid funding on the proviso that a representative from the Town Council be permitted to attend financial meetings, that The Base Skate Park has, as a non-participating observer.

It was agreed that the Grant Aid funding awarded to The 39 Club should not be restricted in being spent on only the equipment as detailed in their application but, rather more, at their discretion.

Members noted that an incorrect figure, for the amount of funding that had been applied for by the 60 Minutes of Classical Music Trust, had been circulated to the Committee. This was a typing error on behalf of the Civic & Office Manager for which apologies were given to the Chairman and Committee Members.

***Cllr. Goodheart arrived at the meeting following consideration of the 60 Minutes of Classical Music Trust application***

Comment was made that, once again, some difficult decisions had been made by the Committee regarding the awards.

Members considered the individual applications for Grant Aid 2019 and the list of decisions as **RESOLVED** is attached to the Minutes as **Appendix 1**.

Specific conditions were imposed for some grants as detailed (appended to file Minutes). It was noted that where the most up-to-date accounts had not been provided, these would be sought before the grant was issued.

*N.B. In line with the Council's current policy, as a condition of funding the Council may appoint a non-participating observer as a representative to any organisations receiving Grant Aid at the Committee's discretion. These appointments will be considered at the Annual Town Council Meeting in May.*

Members **AGREED** to **RECOMMEND** to Council that any unspent monies from the Grant Aid 2019 Budget be vired to the Flexible Community Fund 2019/20.

***The Meeting closed at 2.58pm***

Applicant	Amount requested	P&R Decision 2018	Chairman's Recommendations	P&R Decision 2019	Comments
Age UK West Sussex	£10,000.00	N/A	Refuse	Refuse	
Arctic Fox Explorer Scout Unit	£741.68	£400.00	£741.68	£250.00	
Arun Arts Co Ltd	£20,000.00	N/A	£10,000.00	Refuse	
Bognor Regis Carnival Association	£4,500.00	£4,000.00	£4,000.00	£4,500.00	
Bognor Regis and District Scouts	£500.00	Refused	Refuse	Refuse	
Bognor Regis Kite Festival	£1,800.00	£2,000.00	£1,000.00	£1,800.00	
Bognor Regis Local History Society	£1,500.00	Refused	£1,500.00	£1,500.00	
Bognor Regis Seafront Lights	£1,500.00	£1,000.00	£1,000.00	£1,500.00	
Bognor Regis Shopmobility	£1,000.00	£500.00	£500.00	£500.00	
Bognor Regis Swimming Club	£897.00	£1,928.00	£897.00	£897.00	
Bognor Regis Twinning Association	£700.00	£700.00	£700.00	£700.00	
Citizens Advice Arun and Chichester	£3,000.00	£3,000.00	Refuse	£1,500.00	
Cruse Bereavement Care West Sussex Area	£500.00	N/A	Refuse	Refuse	
Family Support Work	£1,000.00	N/A	Refuse	Refuse	
Girlguiding Bognor Regis Division	£700.00	£500.00	£700.00	£700.00	
Girlguiding Bognor Regis South District	£200.00	£200.00	£200.00	£200.00	
Homestart Arun, Worthing & Adur	£2,000.00	£250.00	Refuse	Refuse	
International Bognor Birdman (IBB)	£8,000.00	£7,500.00	£4,000.00	£7,500.00	Conditional
ROX Music and Art	£9,000.00	Refused	£5,000.00	£7,500.00	Conditional
Southdowns Folk Festival	£10,000.00	£7,500.00	£5,000.00	£7,500.00	Conditional
The Base Skate Park	£2,200.00	£1,500.00	£1,000.00	£1,500.00	Conditional
The 39 Club	£2,000.00	£774.00	Refuse	£500.00	
Tsunami Explorer Scout Unit	£492.96	£1,000.00	£492.96	£250.00	
West Sussex Mediation Service	£400.00	Refused	Refuse	Refuse	
2 <sup>nd</sup> Bognor Scouts	£1,000.00	N/A	£492.96	£250.00	
4Sight Vision Support	£1,040.00	Refused	Refuse	Refuse	
60 Minutes of Classical Music Trust	£2,131.00	Refused	£500.00	£1,000.00	
The Regis School of Music	£2,000.00	£1,200.00	£1,000.00	£1,700.00	
	<b>£88,802.64</b>			£41,747.00	