



## **Bognor Regis Regeneration Board Members Meeting**

**WEDNESDAY 13<sup>TH</sup> SEPTEMBER 2023, 6.00PM**

*Venue: The\_Track, Station Road, Bognor Regis, PO21 1QF*

### **Present:**

#### **Board Members**

Cllr Matt Stanley, ADC [MS]

Heather Allen, BID [HA]

David Wride, S2S Consultancy [DW]

Nick Laurence, Metamorph Management [NL]

Nikki Ratcliffe, Butlins [NR]

Cllr Steve Waight, WSCC [SW]

Cllr Kier Greenway, WSCC [KG]

Cllr Nigel Smith, BRTC [NS]

Paul Wells, Unique Workwear [PW]

#### **Officers**

Rebecca White, BRRB Ex Dir [RW]

Matt Gover, ADC [MG]

Joanne Davies, BRTC [JD]

#### **Guests**

Louise Woodruff, Acquisition Manager, Whitbreads [LW]

Steve Jolly, Director, Marengo Comms [SJ]

Cllr Steve Goodheart BRTC and ADC [SG]

#### **Apologies**

Dr David Cooper, Rampion Consulting [DC][Chair]

Jeff Tinsley, Global Technologies Racing [JT]

Raof Daud, Dicentra Developments [RD]

Uni of Chichester, No current representative

Glenna Frost, BRTC [GF]

Denise Vine, ADC [DV]

Henry Green, Covers [HG]

Andrew Tice, Landlink Estates [AT]

## **MEETING MINUTES**

### **WELCOME AND INTRODUCTIONS**

RW noted that Dave Cooper was unable to attend and that as the nominated Deputy Chair, Matt Stanley was invited to Chair the meeting. MS welcomed all members and guests and roundtable introductions were made.

### **2022/2023 – A YEAR OF PROGRESS**

RW gave an overview on behalf of the Board and BRTC of progress made over the year for investment made in Bognor Regis (see Appendix 1).

RW highlighted the work of BRTC and the impact it has on visitor attraction by adding to the visual amenity of the Town. The work undertaken shows that projects of varying scales can have an impact on the economic and social regeneration of the local area; it addresses the negative issues inherent in a community and raise aspiration.

HA presented an overview of BID activity over the period (see Appendix 2).

***PROGRESS THROUGH PARTNERSHIP***

She reiterated the important role small projects play in the community in having a huge impact on visitor enjoyment and engagement of the town.

The BID have made significant investments in promotional activity, not just highlighting BID activity but the work of partners and Bognor Regis as a whole.

MG presented an overview of ADC projects over the year.

The Wayfinding project made up the largest investment, £188K, and the importance of the UK Share Prosperity Fund in regenerating the area was highlighted as key.

It was noted that the Arun area has 'special status' until 2026 for the Arts Council England and ADC are working on a number of options and partner projects to lure funding to the town.

RW completed the presentation by noting progress and investment and opportunity exploitation during the year.

### **2023/24 AND BEYOND WHAT DO WE WANT TO SEE GOING FORWARD?**

RW gave an overview of the future plans and opportunities that are currently in progress (see Appendix 1)

RW invited attendee discussion.

PW suggested to MG that they work in partnership with BRTC Heritage Partnership Committee with regards to potential Arts Council project, MG confirmed such discussions were already in place.

RW suggested the largest up and coming issue is the Brewers Fayre unit and requested that any consultation regarding the site should be actioned early in the process and be broad to include community and business views.

RW raised questions regarding the planned Local Plan review process, MS stated from an ADC stand point it was incredibly important and they are keen to ensure there is wide engagement. RW concurred and noted it should be the masterplan for the town going forward, that consultation with the public was key to ensure that no activity is a surprise to the community.

HA highlighted that the development of the BID-led and UKSPF funded perception campaign is structured to focus on BR stories – people, places, progress – with information opportunities to keep the town up to date on activity, progress and delivery. MS agreed that story telling around development and progress was important.

PW raised concerns over the disparity between investment and progress vs. the ongoing social issues within the town that could undermine the hard work by all involved. The question of how to manage this and how ADC plan to deliver services and action to treat the problem head on.

NS raised the question of how Waterloo Square and the Pier, as an important heritage piece, could be incorporated into plans given its private ownership. RW advised that some vision work had been undertaken by BRTC and HA also confirmed that were plans in progress for Waterloo Square.

RW thanked attendees for their input and confirmed that the issues highlighted would be areas of focus for the Board going forward. The informal presentation part of the meeting was then brought to a close and the formal AGM agenda followed.

## AGM MINUTES

### 1. WELCOME AND APOLOGIES

MS, as acting Chair, welcomed those present and made a reminder given that until published in the minutes all information was confidential with anything not published remaining so. Apologies (as above) were noted.

### 2. DECLARATIONS OF INTEREST & PROXY ARRANGEMENTS

No declarations of interest were raised.

RW stated she had proxy instructions from absent members.

### 3. ELECTION OF CHAIR

MS advised only one nomination had been received for Chair, Dr David Cooper; RW invited members to make further nominations, none were received.

**The appointment of Dave Cooper as Chair for 2023/24 was RESOLVED unanimously.**

### 4. ELECTION OF DEPUTY CHAIR

RW advised only one nomination had been received for Deputy Chair, Matt Stanley; RW invited members to make further nominations, none were received.

**The appointment of Matt Stanley as Deputy Chair for 2023/24 was RESOLVED unanimously.**

### 5. ELECTION OF MANAGEMENT COMMITTEE

The Management Committee had put forward its recommendations for appointment to the Committee by way of a report previously circulated to the membership and RW noted that all those listed had consented to serve.

**The election of Arun District Council, Bognor Regis Town Council, Butlins, Covers, Landlink Estates and Rampion Consulting to the Management Committee, in accordance with the terms of service listed in the report, was RESOLVED unanimously.**

### 6. APPOINTMENT OF DIRECTORS

RW noted that five directors of BRRB Ltd (Company No. 13522662) were currently in post, with RW being both director & Company Secretary. All had stated their willingness to continue to serve over the coming year. **This was noted.**

### 7. APPROVAL OF MINUTES/MATTERS ARISING

MS proposed that the minutes of 26<sup>th</sup> April 2023 be approved as presented, KG seconded the motion which was RESOLVED unanimously.

Under Matters Arising, RW advised that Coastal West Sussex Partnership is now moribund. Caroline Wood and Henry Powell have stepped down, Caroline had been involved in Bognor Regis for many years and RW would like to record an official vote of thanks. A gift will be arranged in recognition of her contribution and she will be invited to future meetings to ensure her local knowledge is not lost.

### 8. MANAGEMENT COMMITTEE REPORT

A written report arising from the Management Committee meeting of 9<sup>th</sup> August 2023 had been circulated to members in advance of the meeting with all items requiring resolution appearing as separate items on the agenda. The report was therefore noted with agreed meeting dates as follows:

BRRB	2024			
M'MENT C'TTEE – 12NOON	10 <sup>th</sup> January	10 <sup>th</sup> April	26 <sup>th</sup> June	2 <sup>nd</sup> October
BRRB MEMBERS – 6PM	24 <sup>th</sup> January	24 <sup>th</sup> April	10 <sup>th</sup> July AGM	16 <sup>th</sup> October

**PROGRESS THROUGH PARTNERSHIP**

## **9. APPROVAL OF YEAR END ACCOUNTS**

Year End Accounting Statements for the Financial Year 2022/23 [Year End 30<sup>th</sup> April 2023]

The Year End accounting statements from 1<sup>st</sup> May 2022 to 30<sup>th</sup> April 2023 had been prepared by the Board's accountants and circulated. The Board carried forward a fund of £45,833 at the year-end of 30<sup>th</sup> April 2023, against £59,800.27 at 1<sup>st</sup> May 2022. The Executive Director had circulated the bank statement to MC members to confirm that the funds as stated were at hand. The MC had recommended approval. RW noted that the accounts would be available through the Companies House register once filed.

**MS proposed approval of the accounts as presented and this was RESOLVED unanimously.**

## **10. APPROVAL OF ANNUAL REPORT**

The annual report, giving an overview of the year's activities had been prepared with DC as Chair for the financial year 2022/23 and circulated with the agenda. RW noted that the report would be made available through the Board's website in due course.

**MS proposed approval of the annual report as presented and this was RESOLVED unanimously.**

## **11. MEMBERS Q & A**

No members raised any other business.