



Tuesday 5<sup>th</sup> May 2020

Notice is hereby given that there will be an **EXTRAORDINARY** meeting of the **POLICY AND FINANCE COMMITTEE** on **TUESDAY 12<sup>TH</sup> MAY 2020** at **6.30PM**

**Committee:** Cllrs Dr Walsh KStJ (Chair),  
Blanchard-Cooper, Chace, Long,  
Northeast and Rhodes

**PETER HERBERT**  
Town Clerk

## **AGENDA**

**2019/2020**

### **VIRTUAL MEETING PROTOCOL**

The provisions of the Coronavirus Act 2020 allow local authorities to put in place different meeting arrangements for the period from 4 April 2020 to 7 May 2021. This meeting will be a 'virtual meeting' and any member of the press and public may listen-in and view the proceedings via a weblink which will be publicised on the Town Council website at least 24 hours before the meeting.

**The Town Council's Protocol and Procedures for 'virtual meetings' will be made available by 12<sup>th</sup> May 2020.**

**The Virtual Meeting can be viewed at <https://bit.ly/2LILC3p>**

Any members of the public wishing to address the Council or any of its Committees during the Public Forum or seeking further information on the items to be discussed, will need to email [lrc@littlehampton-tc.gov.uk](mailto:lrc@littlehampton-tc.gov.uk) one clear working day before the meeting and provide details of their question.

#### **1. MOBILE PHONES**

Members are requested to switch their mobile devices to silent for the duration of the meeting and are asked to note the previously approved protocol for remote meetings which is in place for the duration of this meeting.

#### **2. APOLOGIES**

#### **3. DECLARATIONS OF INTEREST**

Members and Officers are reminded to make any declaration of disclosable pecuniary or personal and/or prejudicial interests that they may have in relation to items on this Agenda.

You should declare your interest by stating:

- (a) the item you have the interest in
- (b) whether it is a disclosable pecuniary interest, whereupon you will be taking no part in the discussions on that matter, or
- (c)
  - (i) whether it is a personal interest and the nature of the interest
  - (ii) whether it is also a prejudicial interest
  - (iii) If it is a prejudicial interest, whether you will be exercising your right to speak under PUBLIC FORUM

It is recorded in the register of interests that:

- Cllr Walsh KStJ is a Member of Arun District Council and West Sussex County Council
- Cllr Blanchard-Cooper is a Member of Arun District Council
- Cllr Northeast is a Member of Arun District Council
- Cllr Rhodes is a Member of Arun District Council

These interests only need to be declared at the meeting if there is an agenda item to which they relate.

#### **4. CHAIR'S REPORT AND URGENT ITEMS**

#### **5. PUBLIC FORUM**

Any members of the public wishing to address the Council or any of its Committees during remote meetings should email [lrc@littlehampton-tc.gov.uk](mailto:lrc@littlehampton-tc.gov.uk) one clear working day before the meeting with their submission. These will be read out by the Chair or a supporting officer at the meeting. During this period, and to enable the Council to answer as many questions as possible at the meeting, the submission should not exceed 200 words. The Clerk, in consultation with the Chair of the meeting, reserves the right to summarise written questions. All written questions and responses will be made available on the Town Council web site alongside the meeting minutes.

#### **6. OFFICER'S REPORTS**

- 6.1 TOWN CENTRE PUBLIC REALM**– To receive a presentation from Arun District Council's Group Head of Economy and consider the attached report (pages 3 - 9) Please note the appendices mentioned in the report are to follow.

#### **7. EXEMPT BUSINESS**

It is **RECOMMENDED** that:

***The public and accredited representatives of the press be excluded from the Meeting under Section 100 Local Government Act 1972 due to the confidential nature of the business to be conducted.***

# LITTLEHAMPTON TOWN COUNCIL

## Non- Confidential

**Committees:** Policy & Finance  
**Date:** 12<sup>th</sup> May 2020  
**Report by:** Town Clerk  
**Subject:** Town Centre Public Realm

### 1. Summary

The report outlines the recommendations of the Public Realm Joint Members Group regarding the Improvement to the Town Centre Public Realm that will be commencing later in the year, lead by the District Council, but in partnership and financially supported by the Town Council. The Committee is asked to consider the recommendations and then recommend a way forward to an Extraordinary meeting of Council. The report supplements a presentation to this meeting by Denise Vine, Arun District Council's Group Head of Economy.

### 2. Recommendations

The Committee is RECOMMENDED to:

- 1) RECOMMEND to Council that the Town Clock be replaced as part of the Public Realm works and that the replacement be of a style reflecting the theme of the original, but of a more modern design to reflect the new public realm and to improve visibility lines. The new clock to be as set out in the appendix to the report.
- 2) RECOMMEND to Council the Town Council's preferred seating, for consideration by the District Council
- 3) Agree whether to dispose of the existing street furniture as part of the contract for the Public Realm works
- 4) Recommend to Council any other comments that should be brought to the District Council's attention.

### 3. Background

- 3.1 Members will be aware of the previous discussions on this matter, which included making a financial contribution of £200,000 to enable Beach Road to be included in this work. Linked to this was a request that the Town Council be involved in taking this work forward and there has also been a commitment to ensuring that Council considered any further decisions, thereby enabling public to be informed.
- 3.2 The Town Clerk is a Member of the Project Board and a Public Realm Joint Members Group was formed. Cllrs. Chase and Long represented the Town

Council at those meetings. (Cllrs. Dr Walsh and Seex were the District Council member representatives and Cllr. B Blanchard Cooper attended the last meeting also). The Group has heard the background to the scheme and also the way forward. Particular attention has been given to the future of the Town Clock, seating and more general points. The Group has now come with their recommendations.

### 3.3 Town Clock

The Town Clock was identified by the consultants as not in keeping with the proposed modern public realm and an impediment to sight lines. The Group have considered options in depth. These included relocating the clock to an alternative location and replacing it. None of these locations is favoured at this time. However, the need to have a modern clock befitting the new public realm was supported. It was accepted that this should be located near to the existing location but be of a style more in keeping to the new realm whilst retaining the theme of the original. The recommended way forward is shown in Appendix 1. It has been suggested that consideration be given to the possible inclusion of a “Progress” weathervane and also the retention of the existing mechanism. If the latter is not possible, an appropriate home would need to be found, possibly the Museum. It must be noted that it is by no means a certainty that the existing clock housing would survive being dismantled to install the public realm. The new modern clock would have a power connection and would be lit. Should the existing mechanism not be transferable, a new modern system would need to reduce maintenance requirements.

### 3.4 Seating

The Group have considered options for seating in the Town Centre and their preferred two options are shown in Appendix 2. The views of the Committee are sought, as will Council’s and will then be shared with the District Council. The Group were keen to ensure that the seating had backs, reflected the Town’s maritime heritage and identity, discouraged anti-social behaviour, was robust and fitted with the new Public Realm works. They believe that both of these options can achieve this. This Council own the black street furniture in the Town Centre. It is difficult to see how this could be reused elsewhere. However, it probably has some limited financial value. Members are asked to consider whether its disposal should be included in the contract for the Public Realm work.

### 3.5 Other Matters

The Group has also looked at a number of other matters relating to this scheme. They were satisfied that the surfacing material would not be problematic with regard to cleanliness and chewing gum. They have also been satisfied with the proposals for delineating pedestrian and vehicular movements. Other matters discussed included: the impact of the Covid 19 pandemic; timescales; liaison with traders and the importance of encouraging shoppers into the Town whilst this work is ongoing. A plan showing the phases of the overall scheme and two

depictions of how the scheme will look are attached as Appendix 3. Denise Vine will refer to some of the latter points in her presentation, but the Committee (and Council) are invited to comment on any aspect to the District Council.

#### **4. Financial Implications**

£200,000 has been approved within the Capital Programme Funding 2020/21.

Peter Herbert

**Town Clerk**

# Appendix 1

## Littlehampton Clock Tower Proposals

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Structure in white. With white lighting

A light weight steel structure with references to the former Clock Tower.

An additional light source marks the idea of a lighthouse and twisted slats allow an internal light source to provide a glow from inside out.

The base is open, facilitating movement and will not act as a litter trap. Four stilts have been shown here, single stilt options should also be considered.



# Appendix 2 (Option 1 - Natural Elements)

## Littlehampton Town Centre Public Realm seating options

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### TIMBER + METAL

#### Natural Elements Series - Customizable configurations

##### Standalone Bench

No Arm Rests + No Back Rest



Arm Rests + Back rest



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##### Litter Bin + Ashtray



TIMBER -  
REDWOOD  
RUSTIC BROWN

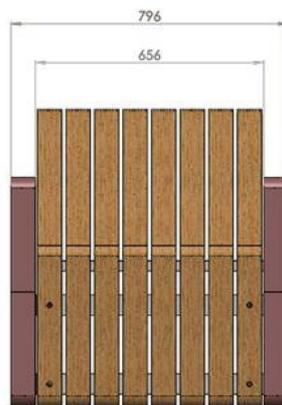
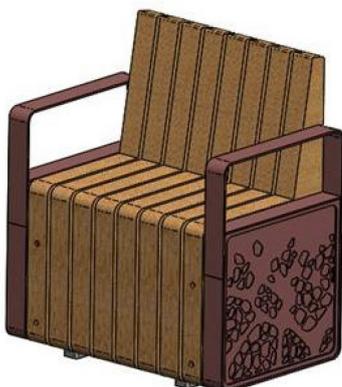


CORTEN FOSSIL  
POWDER COAT



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##### Standalone Chair with armrests

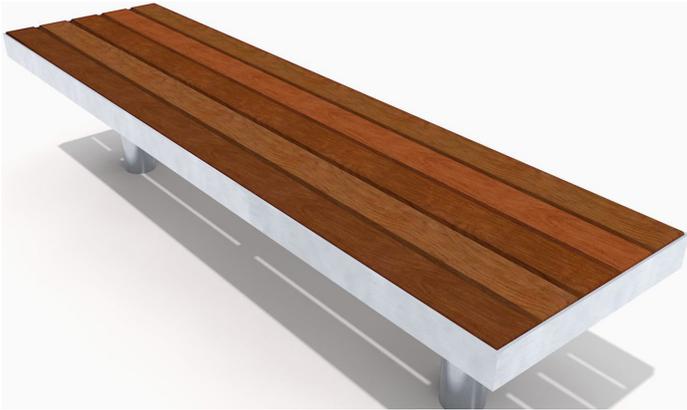


# Appendix 2 (Option 2 - Tree)

## Littlehampton Town Centre Public Realm seating options

**TIMBER + METAL**  
**TREE Seat Series - Factory Furniture**

Option 1: Straight TREE Bench



Option 2: Straight TREE Seat



Option 3: Full & Partial TREE Seat



Option 4: BESPOKE Straight / Curved TREE Seat (Long)



Litter Bin



Chair Option 1



Chair Option 2



## Appendix 3

# Littlehampton Town Centre Public Realm Improvements – area of scheme and artists impression

