



MINUTES of the COMMUNITY RESOURCES COMMITTEE held in the NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON on THURSDAY 11 OCTOBER 2012 at 6.30PM

Present: Cllrs Gammon (Chair), Bowyer, Britton, Caffyn, Long, Neno and Dr Walsh
Cllr Squires attended as a substitute for Cllr Northeast.
Cllr Hulmes attended for the item on the Deprivation Working Group, with the agreement of the Chair in line with Standing Order 15b.

2012/2013

26. EVACUATION PROCEDURES

The evacuation procedures were noted.

27. MOBILE PHONES

Members and the public were reminded that the use of mobile phones (other than on silent) was prohibited at Town Council and Committee meetings.

28. APOLOGIES

Apologies were received from Councillor Northeast.

29. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declarations of disclosable pecuniary or personal and/or prejudicial interests that they might have in relation to items on the Agenda. Councillor Squires declared a disclosable pecuniary interest with regard to the Allotments Working Group item as a plot holder.

30. MINUTES

The Minutes of the meeting held on 13 September 2012 (previously circulated) were confirmed as a true record and signed by the Chair.

31. CHAIR'S REPORT AND URGENT ITEMS

31.1 South and South East In Bloom Grant

The Clerk reported that he had received an application for a grant of £200 to support the development of the communal gardens at Norfolk Gardens East. Members were supportive of the application, although noting that as it required a financial decision and in line with Standing Orders, it was

inappropriate, given the short notice, to make a decision on a financial matter. It was therefore **RESOLVED** that:

The application be supported, although the financial decision be delegated to the Town Clerk in consultation with the Chair.

31.2 December Committee

The Town Clerk reported that the River Ward by-election would be held on 6th December and that the count would be held in the New Millennium Chamber. This would probably not cause any disruption to the Committee, but if there was a large agenda, the meeting might need to be moved to the Fleming Room.

32. PUBLIC FORUM

From the gallery, Councillor Hulmes commented that there were several references to the "bandstand" in the reports. It was confirmed that this should have read "Stage By The Sea".

33. ALLOTMENT WORKING GROUP

- 33.1** The Committee considered the notes of the Extraordinary Allotments Working Group meeting held on Thursday 4th October 2012 (previously circulated). It was **RESOLVED** that:

A plot rental fee for the allotments be agreed in the sum of £6.25 per rod from 1st January 2014.

34. OFFICER'S REPORT

34.1 Project 82 Periodic Report

The Committee considered a report (previously circulated) which updated Members on recent activities at Project 82, including a new scheme which aimed to reward good positive behaviour at the Project; an update on the outreach sessions and changes to the staffing team. Members were pleased with the progress being made at the Project and **RESOLVED** that:

The report be noted.

34.2 Museum Periodic Report

(Councillor Dr Walsh declared a personal interest with regard to the Wick Memorial Project update as the artist was a close personal friend.)

- 34.2.1** The Committee considered a report (previously circulated) containing information on recent activity within the Museum, including a proposed 2013 Exhibition Programme; a proposal to remove the ban on photography in the Museum and several other updates.
- 34.2.2** Members were supportive of the proposals within the report, including the relaxation of rules regarding photography in the Museum. With regard to the Wick Memorial Project, Members were keen to know the details for the unveiling and rededication ceremony.
- 34.2.3** Members supported the Museum's Events Programme and noted that the Exhibition Programme had been approved at the previous meeting. However,

it was hoped that consideration could be given to the inclusion of an exhibition on the part that the local shipbuilding industry played in World War 2, especially with regard to landing craft and it was thought that this perhaps could coincide with the 70th anniversary of D-Day. Members went on to consider how best to use some of the unshown pictures and other exhibits of the Museum. The Town Clerk was asked to liaise with the Museum Curator to discuss whether some of the stored paintings could be hung in the Chamber. Although it was thought likely that the hiring of an empty shop for an exhibition would prove too problematic and costly, officers were asked to consider whether an exhibition might be able to be held during an empty week in the New Millennium Chamber.

34.2.4 Subject to the proposals for further consideration above, it was **RESOLVED** that:

- 1. The 2013 Events Programme be approved.**
- 2. The ban on photography in the Museum be removed.**
- 3. The report otherwise be noted.**

34.3 Town Show & Family Fun Day

34.3.1 The Committee considered a report reviewing this year's Town Show and Family Fun Day which had been held on Saturday 8th September 2012 (previously circulated). Members were pleased with the comprehensive report and made further comments thus:-

- There was support for the idea of a multi-tribute band in future.
- It was commented that the Eastern side of Rosemead had not been so well covered by the PA system, particularly near to the refreshment tent.
- There were concerns across the events with regard to the amount of time some staff needed to be held back clearing up rubbish. It was thought this might also be an issue for the Stage By The Sea.

34.3.2 In all other respects, it was **RESOLVED** that:

The report be noted.

34.4 Events Programme for 2013/14

34.4.1 The Committee considered a report (previously circulated) which sought Members' views on the emerging draft programme of events and initiatives for 2013/14. Members were asked to indicate whether the programme was broadly in line with their expectations and whether there were any events that had been missed. The finalising of this programme would be linked to the budget discussions in December and January.

34.4.2 Members were broadly supportive of the Programme and made the following comments:-

- With regard to the launch of the Stage By The Sea to coincide with the anniversary of Her Majesty the Queen's Coronation, it was recommended that contact be made to see whether a Royal could attend the launch.
- The need to keep pressing for the awarding of the Freedom of the Town and to confirm a date was emphasised.

- For those Members who had been involved with the Railway event to meet urgently. It was understood that these were Councillors Ayres, Gammon, Long and Squires.
- It was also suggested that car parking at Brookfield was very limited and that the Stage By The Sea could be a possible venue.

34.4.3 In all other respects, the report was supported and it was **RESOLVED** that:

The draft Programme of events and initiatives as set out in paragraph 3 of the report be agreed in principle for consideration as part of the 2013/14 budget discussions.

34.5 Deprivation Working Group

34.5.1 The Committee considered a report (previously circulated) setting out a proposal by the Chair of the Committee to form a time-limited Working Group. Members discussed the Terms of Reference as suggested and amended these to incorporate key existing research. The Committee also discussed the membership of the Working Group and it was thought appropriate for the meeting to be chaired by the Committee Chair, with a Member from Ham, River and Wick with Toddington Wards (probably Cllrs. Squires, Belchamber MBE and Caffyn).

34.5.2 It was therefore **RESOLVED** that the Terms of Reference of the Working Group be:

1. To clarify and prioritise the key causes of deprivation in Littlehampton, by reference to the Public Health Observatory and NHS Sussex reports, amongst others.

2. That the time frame as set out in paragraph 1.3 of the report be approved.

3. That the Chair and a Ward Member from Ham, River and Wick with Toddington be appointed to the Working Group, with the final membership to be approved by the Town Clerk in consultation with the Chair and Vice-Chair of the Committee.

35. **MASTERPLAN – NORTH LITTLEHAMPTON**

The Town Clerk had nothing to report.

36. **EXEMPT BUSINESS**

There was none.

The meeting closed at 7:38pm

CHAIR