



MINUTES of the COMMUNITY RESOURCES COMMITTEE held in the NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON on THURSDAY 31 MAY 2012 at 6.30PM

Present: Cllrs Gammon (Chair), Bowyer, Caffyn, Long and Dr Walsh
Cllrs Squires and Hulmes attended as substitutes for Cllrs Northeast and Neno respectively

2012/2013

1. EVACUATION PROCEDURES

The evacuation procedures were noted.

2. 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.

3. APOLOGIES

Apologies were received from Councillors Neno and Northeast.

4. DECLARATIONS OF INTEREST

Members and Officers were reminded to make any declaration of personal and/or prejudicial interests that they might have in relation to items on the Agenda. Councillors Long and Squires declared personal and prejudicial interests with regard to the item on grant aid applications as one of the applicants was the 5th Littlehampton Sea Scouts with which they both had a close personal interest. They left the meeting whilst this item was discussed. Councillor Dr Walsh declared a personal interest with regard to the same item in view of his involvement with the Littlehampton Twinning Association, Littlehampton Swimming Club and St John Ambulance.

5. MINUTES

The Minutes of the meeting held on 5 April 2012 (previously circulated) were confirmed as a true record and signed by the Chair.

6. CHAIR'S REPORT AND URGENT ITEMS

It was agreed to discuss the item on grant aid applications last to allow those members of the public present to hear the item in which they were interested first and also to allow those Members with personal and prejudicial interests to leave the meeting and not return.

7. **PUBLIC FORUM**

Mr Humphrey spoke regarding the item to be discussed by the Committee on the Town Show date. He referred to the vote taken at the Annual Town Meeting to refer the matter back to the Council for further consideration and also to the survey that had been conducted at the last Town Show where respondents had stated that they were in favour of retaining the existing date. He explained that this date was preferable because it was the weekend after the schools went back and encouraged a number of entries from young people. The Town Show was successful and still growing and continued to promote the town as a whole. He wished to raise three questions, namely why did the Committee decide to move the date? Can the Town Show be reinstated to the second Saturday in September? And, if it is decided to remain on the third Saturday in August, please could the reasons for this be clearly stated.

It was agreed by Members that these answers would emerge in the discussions on the item.

8. **ALLOTMENT WORKING GROUP**

It was **RESOLVED** that:

**The Working Group for 2012-2013 have the following membership: -
Councillors Gammon (Chair), Bowyer, Long and Squires and up to five LALGA representatives.**

9. **OFFICER'S REPORT**

9.1 **Project 82 Periodic Report**

The Committee considered a report (previously circulated) updating Members on the Friday evening sessions being run from the Keystone Centre; the Youth Awards and the appointment of the new manager. On the latter point, the Town Clerk explained that the existing programme was being continued throughout the summer term when it would then be reviewed during the summer months. It was **RESOLVED** that:

The update incorporated within the report be noted.

9.2 **Museum Periodic Report**

The Committee considered a report (previously circulated) which updated Members on recent events and exhibitions; the Museum's Archaeology Collecting District; the annual volunteer trip and social networking options for the Museum. Members discussed the potential Facebook page for the Museum and were supportive.

The Town Clerk reported that the Museum Curator had been successful in being awarded a grant from the War Memorial's Trust in the sum of £800 for the Wick Memorial. Members were delighted with this news.

Members also discussed how the Museum might become involved with the railway station with regard to including references to the heritage of the railways in Littlehampton in the waiting room. In view of 2013 being the 150th anniversary of the railways in Littlehampton and the 75th year anniversary of

electrification, the Town Clerk agreed to introduce this subject into the joint work that was being undertaken between the Museum and the railway station that were looking at celebrating this event. It was therefore **RESOLVED** that:

1. The creation of a Facebook page for the Museum be approved.

2. The Town Clerk instruct officers to investigate how the Museum could become closer involved in highlighting the heritage of the railway in Littlehampton in the waiting room at the railway station.

3. The report otherwise be noted.

9.3 Town Show Date

9.3.1 The Committee considered a report (previously circulated) which explained that as part of the review of events in 2012, it was agreed to hold the Town Show and Family Fun Day 2013 on the third weekend of August. The Annual Town Meeting on 26th April 2012 had asked for this decision to be reconsidered. The report also set out three possible options that the Committee might consider which were endorsing the 2012 decision; moving back to the September date or moving the Town Show (horticulture etc) to the Southfields Jubilee Centre on the second Saturday in September and retaining the Community Family Fun Day on the third Saturday of August. The latter two options both had supporters within the Committee and the key points that emerged were: -

a) In favour of moving back to the original September date

- The current date was very successful.
- Schools were a key factor in the success of the Town Show.
- The September date did not clash with any other Arun village Town Shows.
- In view of the strong views at the Annual Town Meeting there was a need to listen to the public and respond accordingly.
- There was concern that if the two elements were split they would not be as successful.
- As a Town Council that strongly believed in partnership, it was important to listen to our partners and the voice of the people.
- The success of the Jubilee Concert might demonstrate whether numbers were attracted during August and therefore a decision at this stage might be premature.
- There was concern that the Southfields Jubilee Centre was of an insufficient size to accommodate the Town Show.
- It was possible that the Town Show would cease to exist if a decision was taken to move it to either the August date or the Southfields Jubilee Centre.

b) In favour of retaining the Family Fun Day on the third September of August and moving the Town Show to the second Saturday of September in the Southfields Jubilee Centre.

- When the Town Show and Family Fun Day had been created as a joint event there had been other events going on in the town. With events such as Armed Forces Day there was greater pressure on the events calendar and budget.
- The likelihood of better weather was higher in August than September.
- The large Town Show marquee limited the possible extension of the Family Fun Day/Community element.
- It was thought that more people would be attracted in August.
- There was a keenness to make the Family Fun Day a bigger event.
- In noting the possibility of some people being away during the holidays, it was also thought that many people couldn't afford to go away and would enjoy an event of this ilk.
- There was a saving that could be made by going for this option.
- The Town Show could adopt the Southfields Jubilee Centre as its new permanent home.
- A change of this sort could reduce security costs and Amenity Team time.
- It was emphasised that the proposal was not to do away with either the Town Show or the Family Fun Day but to revitalise them.
- It was emphasised that it was not proposed to do away with the community tent and indeed that this was a key element of the Family Fun Day.

9.3.2 Members then agreed that the matter should be recommended to Council and asked for a recorded vote on the recommendation that would be made. Firstly the Committee considered the option of moving back to the original September date. The vote was as set out below: -

<u>For</u>	<u>Against</u>	<u>Abstention</u>
Cllr Dr Walsh	Cllr Bowyer	Cllr Caffyn
Cllr Squires	Cllr Long	Cllr Gammon
	Cllr Hulmes	

The Committee then voted on moving the Town Show (horticultural etc) to Southfields Jubilee Centre on the second Saturday of September and retaining the Community Family Fun Day on the third Saturday of August. The vote was as follows: -

<u>For</u>	<u>Against</u>	<u>Abstention</u>
Cllr Gammon	Cllr Squires	Cllr Caffyn
Cllr Long	Cllr Dr Walsh	
Cllr Bowyer		
Cllr Hulmes		

It was therefore **RESOLVED** that:

1. The decision of the Committee on his matter should be made in the form of a recommendation to Council and therefore

**2. Council be RECOMMENDED to:
Move the Town Show (horticultural etc) to
Southfields Jubilee Centre on the second
Saturday of September and retain the
Community Family Fun Day on the third
Saturday of August 2013.**

10. FINANCE

10.1 Periodic Report 2011/2012

The Committee considered the last financial report for 2011/12 for the services under the Committee's auspices (previously circulated). It was **RESOLVED** that:

The report be noted.

11. MASTERPLAN – NORTH LITTLEHAMPTON

Councillors Gammon and Dr Walsh reported on the meeting at the District Council that had been held earlier in the day where consultants for the District Council and County Council had reported to Members on their design proposals for the Lyminster by-pass. Members were pleased to note that the estimated cost was c. £6.3million which was less than had initially been thought. It was noted that the contents were being circulated to District Council Members. A meeting of the North Littlehampton Steering Group would be held shortly.

12. Grant Aid Applications

The Committee considered a report (previously circulated) which set out applications for grant aid 2012/2013 and also incorporated a review of the successful projects undertaken as a result of the grants given in 2011.

The Town Clerk explained that he had circulated a revised set of recommendations which had looked to distribute the underspend identified in the first list of proposals, whether it was beneficial to retain an underspend for potential late applicants later in the financial year and they agreed that this would be beneficial and that therefore the original recommendations should both be retained and approved. It was therefore **RESOLVED** that:

1. The recommended list as set out in the original Appendix B be approved.

2. The successful projects undertaken last year due to the Town Council grant scheme be noted.

3. The remaining underspend for this financial year be retained but that further publicity be produced for this and that the applications only be considered as and when they appeared.

13. EXEMPT BUSINESS

There were no matters of Exempt business.
The meeting closed at 7.48pm

CHAIR

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