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Minutes of the Policy and Finance Committee held on Monday 26th October 2020 at 6.30pm

Present:

Councillor Dr Walsh KStJ (Chair)

Councillor Blanchard-Cooper

Councillor Chace

Councillor Long

2020/2021

This meeting is available to view using the following link:

<https://www.youtube.com/watch?v=IMT3Uj724il>

20. Virtual Meeting Protocol and Use of Mobile Devices

The Chair opened the meeting and explained how it would be conducted and the protocol that would be followed, including how any break in the proceedings due to technical difficulties would be managed.

21. Apologies

There were none.

22. 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. The standing declarations were noted, and regarding item 7.1, Standing Orders/ Urgent Actions, Councillor Dr Walsh KStJ declared a personal interest as Leader of Arun District Council relating to the Public Realm works.

23. Minutes

The Minutes of the meeting held on Tuesday 22nd September 2020 (previously circulated) were confirmed as a true record and it was noted that arrangements would be made for these to be formally signed at a later date.

24. Chair's Report and Urgent Items

There were none.

25. Public Forum

- 25.1. In accordance with the Remote Meetings Protocol introduced by the Town Council, members of the public who wished to address the Council or any of its Committees during a remote meeting should have emailed their representations one clear working day before the meeting. There was one:

Mr Chester stated:

- 25.2. Please consider using the proposed Augmented Reality App as a quality replacement for the maritime heritage exhibition we lost from what was previously the Look and Sea Centre and if possible, incorporate a visit to the viewing tower within it. An audio loop in the viewing tower could tell the story of Littlehampton whilst people enjoy the view. A great opportunity to work with the new leaseholder there as visitors may purchase refreshments.

The meeting adjourned at 6:37pm due to technical issues and resumed at 6:38pm.

Response:

- 25.3. The Chair thanked Mr Chester for his representation and suggestion. The Town Council were still investigating how an augmented reality might look and it was confirmed that, should the app proceed, the Town's maritime history would be one of the key features of it. No doubt Members would discuss this further when they came to consider the report. The Town Council were looking to pick up on this element to meet Arun's objectives, as they were hopefully funding the extended riverside and seafront part of the app. When the Town Council knew more about the scope of the app, they would be in a better position to see how it might fit in.

26. Officer's Reports

26.1. Standing Order/ Urgent Action

The Committee received and noted an urgent action (previously circulated) relating to the approval of expenditure of £4,250 for the production of nine videos promoting town centre businesses following their reopening due to the covid-19 lockdown. It was therefore **Resolved** that:

The Urgent Action be noted.

26.2. Town Centre Events

- 26.2.1. The Committee received a report (previously circulated) which provided an update on the jointly funded Town Centre Events initiative. The Town Clerk explained that this was part of an approach to revitalize the High Street and

increase footfall in the Town Centre. Although delayed due to the pandemic it was anticipated that the initiative would move forward next Spring if restrictions allowed.

26.2.2. Regarding the augmented reality app, Members were supportive of this innovative idea and were keen to proceed. Exploring this idea further, the Committee wished to look into sponsorship options for the app. It was noted that this would be more meaningfully explored once the app was up and running. The costs of developing the app were based on the inclusion of eight locations at an estimated cost of £2,000 per location. Additional locations could be explored in the future and added at a later date.

26.2.3. Looking at the locations of the artwork, Members wished to explore adding locations along the promenade to both encourage visitors and provide a link between the Town Centre and sea front. It was noted that should the additional District Council funding be agreed this connectivity could be achieved. It was therefore **Resolved** that:

1. **The progress made on phases 1 through to 3 of the Town Centre Events initiative be noted.**
2. **The development of the augmented reality app be approved.**
3. **The Love Local Arts proposal be approved in principle.**
4. **The contents of the report be otherwise noted.**

26.3. Mayors Video Logs (Vlogs)

The Committee received a report (previously circulated) which summarised the outcome of the Mayor's vlogs and updated the Committee on future plans. The Town Clerk explained that budget provision would need to be made going forward if the Vlog was to continue. Members were supportive of the continuation of the Vlog which provided a vital link for residents. It was therefore **Resolved** that:

1. **The outcome of the Mayor's vlogs be noted.**
2. **The allocation of funds for future vlogs be agreed for inclusion in the 2021/22 budget.**
3. **The report be otherwise noted.**

27. Exempt Business

There was none.

The meeting closed at 7:04pm.

CHAIR