



How to contact us

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12th June 2020

Notice is hereby given that there will be an **Extraordinary Meeting** of the:

Town Council

Date: **Thursday 18th June 2020**

Time: **6:30pm**

Peter Herbert, Town Clerk

Agenda

Virtual Meeting Protocol

2020/21

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' can be viewed at <https://www.littlehampton-tc.gov.uk/committee-meetings>

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 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 Baker is a Member of Arun District Council
- Cllr Blanchard-Cooper is a Member of Arun District Council
- Cllr Buckland a Member of Arun District Council and West Sussex County Council
- Cllr Northeast is a Member of Arun District Council and Chairman of the Keystone Centre Management Committee
- Cllr Rhodes is a Member of Arun District Council
- Cllr Seex is a Member of Arun District Council
- Cllr Tandy is Treasurer and Secretary of the Keystone Centre Management Committee
- Cllr Walsh KStJ is a Member of Arun District Council and West Sussex County Council

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

4. 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 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.

5. Town Mayors Report and Urgent Items

6. Officers Reports

6.1. Keystone Centre Project– To receive a presentation of the design concept from Heyler Davies Architects who have carried out a feasibility study for a new Youth Centre. After the presentation Council will move into Exempt Business to consider future contractual arrangements to take the Project forward.

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.

The following item is confidential for Members of the Council only in accordance with Paragraph 3, Part 1 of Schedule 12A of the Local Government Act 1972, being information relating to the financial or business affairs of any particular person (including the authority holding that information).

8. Officer's Reports- Exempt

8.1. Keystone Centre Project- Report attached for **Members of the Council only**.