



MINUTES of the COMMUNITY RESOURCES COMMITTEE held in the NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON on THURSDAY 23 FEBRUARY 2012 at 6.30PM

Present: Cllrs Bowyer (Chair), Britton, Long, Neno, Scrivener and Dr Walsh
Cllr Belchamber MBE attended as a substitute for Cllr Northeast and Cllr Emberson attended as a substitute for Cllr Weston.

2011/2012

53. EVACUATION PROCEDURES

The evacuation procedures were noted.

54. 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.

55. APOLOGIES

Apologies were received from Councillor Northeast.

56. 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 Bowyer, Britton, Neno, Dr Walsh and Emberson declared personal interests as Members of the District Council with regard to the item on Southfields Community Centre.

57. MINUTES

The Minutes of the meeting held on 8 December 2011 (previously circulated) were confirmed as a true record and signed by the Chair.

58. CHAIR'S REPORT AND URGENT ITEMS

58.1 Application For Grant Aid

The Committee considered a report (tabled at the meeting) seeking approval to award a grant of £100 to Cruse Bereavement Care. The funds remained available from the Community Grants process earlier in the financial year. Members were very supportive of both the proposal and the organisation and it was therefore **RESOLVED** that:

A grant in the sum of £100 be awarded to Cruse Bereavement Care.

59. **PUBLIC FORUM**

No matters were raised.

60. **ALLOTMENTS WORKING GROUP**

It was noted that there had been no meetings of the Allotments Working Group since the last meeting of the Committee. The Chair requested that the procedures for constraining water use during official periods of drought be considered by the Allotments Working Group at its next meeting. This was agreed.

61. **OFFICER'S REPORT**

61.1 **Project 82 Periodic Report**

The Committee considered a report (previously circulated) which updated Members on the development of sessions being run from the Keystone Centre; the Young Leaders project; the partnership with the Lions Club and the restructuring of the staff team. Members also considered a proposal for the bike project area and the pool table. Members were supportive of approving a vapour-proof fluorescent fitting in the covered area for the bike project, together with the external spotlight and also to provide lighting over the pool table. It was noted that the funds for the bike project could be met from a combination of earmarked reserves and the security budget and the light for the pool table could be met from the earmarked reserves for building maintenance. It was therefore **RESOLVED** that:

1. Approval be given to install lighting as set out above and as detailed in the report.

2. The report otherwise be noted.

61.2 **Museum Periodic Report**

The Committee considered a report (previously circulated) which updated Members about recent events and exhibitions; a new volunteer for the Museum; a funding application for the Wick Memorial plaque; a new education consortium and developments within the Sussex Museums Group. It was **RESOLVED** that:

The report be noted.

61.3 **Community Resources Periodic Report**

61.3.1 The Committee considered a report (previously circulated) which gave an update on Littlehampton's entry into the South and South East In Bloom campaign 2012 and outlined the Olympics Initiative for Primary Schools. It also went on to cover the final report on the Open the Door to the Shore project.

61.3.2 Members also considered the Community First Regeneration Funding Scheme that was outlined in the report and the establishment of a River Ward Panel. Members were supportive of Councillor Belchamber MBE being the Town Council's representative on that panel.



61.3.3 Members were also supportive of using any underspend from the Olympics Initiative for Primary Schools on the Loan Twin Boat Project.

61.3.4 It was therefore **RESOLVED** that:

1. The update regarding Littlehampton's entry into the South & South East in Bloom campaign 2012 be noted.
2. The development of a River Ward Panel as part of the Community First Regeneration Funding Scheme be noted and that Councillor Belchamber MBE be appointed as the Town Council's representative.
3. The plans for the Olympics Initiative for Primary Schools be noted and that any unspent budget be used for the Loan Twin Boat Project.
4. The report on the Open the Door to the Shore project be noted.

61.4 Garden And Allotments Competition

The Committee considered a report (previously circulated) which set out proposals arising from a review of the Gardens and Allotments Competition. Members were supportive of most of the proposals, but wanted allotment holders to nominate themselves for entry into the allotment elements of the Competition, rather than being selected by the independent judges. Members also wished to include a new category for Best New Plot Holder, and delegated to the Town Clerk the criteria for this. It was therefore **RESOLVED** that:

1. Subject to the amendments above, the recommendations as set out in the report be approved.
2. The sponsors for the 2012 competition be noted.
3. The entry period for the competition be agreed to run from Thursday 5th April to Friday 29th June, with the judging taking place on 11th July 2012.
4. The Award Ceremony be held on Thursday 9th August, following a similar format to previous years.

61.5 2012 Events

The Committee considered a report (previously circulated) updating Members on the progress towards the delivery of the 2012 events programme.

61.5.1 Members were pleased with the progress with regard to Armed Forces Day, but asked that the following points be investigated further:-

- Councillor Long would speak to the Tourism & Events Officer regarding contacts she had for Second World War military vehicles.



- Officers were asked to investigate the possibility of a Dog Handling Team participating in the event.
- It was still possible that awarding a Freedom of the Town could be progressed at Armed Forces Day, although the timetable was now very tight.
- It was thought that it would be particularly beneficial if more chairs could be provided for those attending the event.

61.5.2 Members then discussed the Town Show and Family Fun Day and the Town Clerk explained that following the Council meeting on 26th January, he had progressed, in consultation with the Chair, an Urgent Action to confirm bookings of marquees for both Bingo and the community groups, together with tables and chairs. This had been because a new contractor was being used this year and without progressing this immediately there was a danger that these facilities might not be available. Members endorsed this. The tribute act still needed to be identified and it was commented that hopefully in 2013 there would be an opportunity for local bands.

61.5.3 In all other respects the proposals in the report were supported and it was **RESOLVED**, subject to the comments above, that:

1. The plans for Armed Forces Day as set out in the report be noted.

2. The options outlined for the Town Show and Family Fun Day on Saturday 8th September 2012 be approved and that the booking of additional marquees and ancillary equipment be endorsed.

3. The plans for the Jubilee Weekend celebrations be noted.

4. The contribution of £100 towards the Jubilee celebrations at Mewsbrook Park be approved.

5. The contribution of £100 towards the Children's Diamond Jubilee Party being organised by Littlehampton Carnival be approved.

6. The plans for the Folk, Roots and Arts Festival be noted.

7. The Town Council's involvement in the visit to the Town by the Loan Twin's Cultural Olympiad Boat Project as set out in the report be endorsed.

8. The financial implications of these proposals be noted.

62. BUDGET

62.1 Finance Report 2011/12

It was **RESOLVED** that:

The latest Budget Periodic Finance Report for the Community Resources Committee be noted.

63. **MASTERPLAN – NORTH LITTLEHAMPTON**

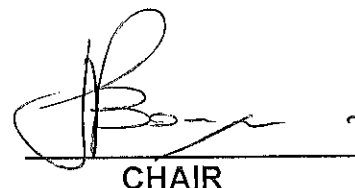
The Town Clerk reported that he was progressing the exchange of land at Worthing Road allotments with the North Littlehampton developers. The planning application for a Morrison's supermarket had been approved. This included a contribution to the Lyminster bypass which had been the subject of an item at the North Littlehampton Steering Group.

64. **SOUTHFIELDS COMMUNITY CENTRE**

The Committee considered a report (previously circulated) updating Members on the progress towards the delivery of the Centre and seeking proposals to form a recommendation to Council to name the new building. It was **RESOLVED** that:

In noting the current position, Council be RECOMMENDED to name the new community centre the Southfields Jubilee Centre, with the design incorporating a diamond.

The meeting closed at 7.27pm



CHAIR