



MINUTES of the COMMUNITY RESOURCES COMMITTEE held in the NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON on THURSDAY 8 DECEMBER 2011 at 6.30PM

Present: Cllrs Bowyer (Chair), Britton, Long, Northeast and Dr Walsh

2011/2012

41. EVACUATION PROCEDURES

The evacuation procedures were noted.

42. 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.

43. APOLOGIES

Apologies were received from Councillor Neno.

44. 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. No declarations were made at this stage.

45. MINUTES

The Minutes of the meeting held on 20 October 2011 (previously circulated) were confirmed as a true record and signed by the Chair.

46. CHAIR'S REPORT AND URGENT ITEMS

46.1 Littlehampton Shopmobility

The Town Clerk circulated a letter from Littlehampton Shopmobility which related to the item on that organisation within the Community Resources Officer's report.

47. PUBLIC FORUM

There were no members of the public present.

48. ALLOTMENT WORKING GROUP

The notes of the Allotments Working Group held on Thursday 10 November 2011 (previously circulated) were noted.

49. OFFICER'S REPORT

49.1 Project 82 Periodic Report

(Councillor Northeast declared a personal interest as he was Arun District Council's representative on the Keystone Centre Management Committee).

The Committee considered a report (previously circulated) and in noting the report, Members heard that the advert for the Project Manager post was being drafted and would be published in early January 2012. Councillor Northeast thanked the Town Council and Project 82 in his role on the Keystone Centre Management Committee for their involvement in delivering additional services from the Keystone Centre. It was **RESOLVED** that:

- 1. The move of the Junior session from Project 82 to the Keystone Centre be noted.**
- 2. The update on the development of projects, outreach team and the staff team be noted.**

49.2 **Museum Periodic Report**

The Committee considered a report (previously circulated) which informed Members about recent exhibitions and upcoming events; provided updates on the Wick Memorial and Fort Restoration Project and sought approval for the de-accession of the Tinkler medal collection.

The Committee was supportive of the need to de-accession the medal collection and also noted the ongoing work with regard to the Wick Memorial. It was **RESOLVED** that:

- 1. The de-accession of the Tinkler medal collection be approved.**
- 2. The report otherwise be noted.**

49.3 **Community Resources Periodic Report**

49.3.1 The Committee considered the latest Community Resources periodic report (previously circulated) and agreed the grant aid application from T.S. Implacable N.T.C and the Littlehampton Town Football Club. The Committee also agreed to reallocate £1,000 from earmarked reserves to the Brighton and Hove Albion Football Club project as set out in the report. An update on the proposed merger between the two voluntary sector infrastructure organisations Council for Voluntary Service Arunwide and Voluntary and Community Action Chichester District was noted.

49.3.2 The Committee then considered the Service Funding Agreement with Littlehampton Shopmobility. Members were particularly struck by the comparative performance of the Bognor Regis and Worthing schemes against that in Littlehampton. The discussions with ACCT were also noted. The Town Council thought that Littlehampton Shopmobility should focus more on provision for day visitors and particularly making links with the coach operators. The Saturday service, particularly in this area, was thought to be a vital element in terms of delivering a service across the Town. The number of hires was significantly less than in the comparator towns and it was thought that the scheme needed to be incentivised to deliver more hirers and support the tourism sector. Members emphasised their support for Shopmobility but did not believe that the current arrangements represented value for money for the local tax payer. It was therefore thought that for the remainder of the Service Funding Agreement period (to the end of March 2014), the Service Funding Agreement should be reduced from £3,000 to £2,000 per annum. Should the figures improve at the end of this period; the Committee felt that

further support might be forthcoming. Members also asked to see a comparator between the schemes as set out in Appendix A in twelve months time. In summary, Members remained strongly supportive of Shopmobility schemes but believed that the Littlehampton project needed to help themselves to grow in the future. It was thought there was too much reliance on sales and grants and not enough on hiring out scooters, wheelchairs etc. It was thought that the £1,000 withdrawn from Shopmobility should be added to the Community Grants budget. It was therefore **RESOLVED** that:

- 1. The Grant Aid application from T.S. Implacable N.T.C be approved.**
- 2. The Grant Aid application from Littlehampton Town Football Club FC be approved.**
- 3. £1,000 be reallocated from earmarked reserves (previously allocated to the Portsmouth Football Club Project) to the Brighton and Hove Albion Football Club project.**
- 4. The update on the proposed merger between the Council for Voluntary Service Arunwide and Voluntary and Community Action Chichester be noted.**
- 5. A sum of £2,000 per annum be allocated for a Service Funding Agreement with Littlehampton Shopmobility for the period 2012- 2014, with £1,000 reallocated to the Community Grants budget.**

49.4 **Jubilee Bandstand**

The Committee considered a report (previously circulated) which provided an update on progress to date and requested that a Member Working Party be established to agree design criteria. Members remained keen to deliver a multi-purpose bandstand and would consult with potential users including the Littlehampton Concert Band and the music department at the Littlehampton Academy. It was **RESOLVED** that:

A Working Party of Councillors Bowyer, Neno and Dr Walsh be established to agree the design criteria for the Jubilee Bandstand.

49.5 **Street Party Insurance**

The Town Clerk reported on the Government's guidance with regard to insurance for street parties. It was **RESOLVED** that:

In noting the report a link be incorporated on the Town Council website to assist members of the public in this regard.

49.6 **Christmas Lights Working Party**

The Town Clerk reported that following consultation with the Members of the Working Party, provision had been made within the Budget to allow for the

existing lights to be continued for a further year. The Working Party would meet early in the New Year to consider lights for 2013 onwards.

50. BUDGET

50.1 CRC Draft Budget 2012/13

50.1.1 The Committee considered a report (previously circulated) which set out the draft Community Resources Committee budget for 2012/13 and the projected budgets for 2013/14 and 2014/15. Councillor Northeast stated that he was unable to support the budget that related to the Town Show and Family Fun Day as he believed that this key event in the Town's calendar needed to be obtained at its current high levels of quality. His concerns related both to the need for a quality headline band and to the cutbacks with regard to the community and Town Show marquees. In response, Members of the Events Working Group stated that this was a one-off cut back to accommodate the Jubilee event and would be reviewed following the Town Show in 2012 to see whether the financial element needed to be revisited. It was also commented that the projected budgets for 2013/14 and 2014/15 had not taken into account potential changes for the Town Show and Family Fun Day following the amendments made for the Jubilee event in 2012.

50.1.2 With regard to the Armed Forces Day, Councillor Dr Walsh offered to assist in contacting the 30 Commando Unit with regard to the Freedom of the Town. In all other respects the Budget was agreed and it was **RESOLVED** that:

1. Subject to the comments with regard to 2013/14 and 2014/15 above, the draft Committee budget for 2012/13 and the projected budgets be recommended for approval to the Policy and Finance Committee.

2. The Events and Tourism Programme as set out in Appendix 1 of the report be approved, subject to final budget approval by Council.

3. The Property and Personnel Committee be requested to earmark any under spends from the Southfields Community Centre Loan Budget for future expenditure on the Community Centre.

4. Taking expenditure from Earmarked Reserves as set out in the summary in Appendix 1 be approved.

50.2 Finance Report 2011/12

The Committee considered the latest finance report (previously circulated) highlighting significant variances from budget and income and expenditure relating to this Committee's budget for 2011/12. Members were pleased that an additional £705 of Section 106 funding had been identified and agreed that this should be used for the floral enhancement of the Town Centre Arcade in 2012. It was therefore **RESOLVED** that:

1. The allocation £705 of S106 funding, be allocated to the floral enhancement of the Town Centre Arcade in 2012.

2. The report otherwise be noted.

51. MASTERPLAN – NORTH LITTLEHAMPTON

The Town Clerk reported that the North Littlehampton planning application had been approved by the District Council's Development Control Committee and that the Morrison's planning application was likely to be considered in February 2012.

52. EXEMPT BUSINESS

There was none.

The meeting closed at 7.46pm

CHAIR