



MINUTES of the ORDINARY MEETING of the TOWN COUNCIL held in the NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON on THURSDAY 22 SEPTEMBER 2011 at 6.30pm

PRESENT: Cllrs Gammon (Mayor), Ayres, Bowyer, Belchamber MBE, Britton, Caffyn, Charles, Emberson, Long, Neno, Northeast, Squires, Dr Walsh and Weston

2011/2012

15. EVACUATION PROCEDURES

The Chair and Clerk outlined the evacuation procedures.

16. 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.

17. APOLOGIES

Apologies were received from Councillor Hulmes.

18. 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.

Councillor Squires declared a personal and prejudicial interest regarding the Boatstore at Lineside Way as he was leader of the scout group there. He also declared a personal interest regarding the planning application at the Wharf, Littlehampton.

Councillors Dr Walsh and Britton declared interests as members of Arun District Council and West Sussex County Council should these matters be discussed. Councillor Dr Walsh also declared interests in the Masterplan and North Littlehampton as a member of the North Littlehampton Steering Group and the Harbour Board.

19. MINUTES

The Minutes of the meeting held on 30 June 2011 (previously circulated) were confirmed as a true record and signed by the Mayor.

20. TOWN MAYOR'S REPORT and URGENT ITEMS

20.1 The Town Mayor, Councillor Gammon detailed that he had attended many meetings, events and functions over the busy Summer period, which

included:- The Carnival, Bignor Roman Villa, the Norfolk Bowls Club, a PCT meeting at Crawley, the Arcade Knitters Coffee Morning, the Town Council Garden Competition and Sandcastle Competition, the launch of the Peel2Save initiative (which raised £100 for the Mayor's Charity), the Chilgrove House Residents Group, the Hovercraft trip in August, Model Boats at the Oyster Pond, Workability, TS Sussex for their inspection and a Birthday party for a Littlehampton resident's 105th Birthday!

- 20.2 The Mayor was delighted to attend the Town Show and Family Fun Day and gave thanks to all the Members who attended. He felt that there was a great turnout, with the 50Up Club raising £200 for the Mayor's Charity.
- 20.3 The Mayor's Charity Coffee Morning was to be held on Friday 7 October from 10.30 to 12.30 and a reminder was given for those who had not yet replied to their invitations.
- 20.4 The Mayor also invited all Councillors to attend Remembrance Sunday, and to take part in the march between the Clock Tower and the War Memorial.

21. PUBLIC FORUM

- 21.1 Ian Buckland, local resident, spoke regarding the restoration of Southfields Recreation Ground. He raised concerns that the fencing would be removed when it was finished, allowing public access which might ruin the progress made. He also asked if the Carnival and fair would be redirected as that area would not be available for vehicles for the next 12 months. The Clerk responded that this was an Arun District Council issue; however the Community Resources Officer was involved with the development of the facilities at the recreation ground and so would bring this to their attention and would help with the links to the Community groups.
- 21.2 Wilf Daggett, local resident referred to the issue of parked cars in laybys, which was discussed at the last Council meeting. Councillor Dr Walsh clarified the West Sussex County Council progress regarding the contract for removing cars, which should be in place by December 2011. Mr Daggett also asked for clarity that the 200 houses for the Town over the next 17 years would be in addition to those on the large sites already identified and this was confirmed.
- 21.3 Nick Wiltshire, local resident raised concerns regarding the start time for the Planning and Transportation Committee and the reasons for this change. It was reiterated that this had been decided by that Committee and agreed at Council. He stated that Bognor Regis Town Council had contributed additional funds towards their Town Car Parking scheme, which might cause issues in Littlehampton as traders in the Town were asked for these funds. He felt that independent traders were under pressure, and although Littlehampton was attracting major retailers to the Town, the independent traders might be forced out of business.

22. CORRESPONDENCE OR ISSUES IN RESPECT OF THE DISTRICT OR COUNTY COUNCIL

There were none.

23. OFFICER'S REPORT

- 23.1 **Community Resources Committee**

The resignation of Councillor Caffyn from the Committee was noted. It was **RESOLVED** that:

**Councillor Britton be appointed to the
Community Resources Committee in place of
Councillor Caffyn.**

23.2 Auditor's Certificate and Opinion 2010/11

Council considered a report (previously circulated). It was **RESOLVED** that:

The report be noted.

24. REPORTS OF COMMITTEES – (NON-EXEMPT)

24.1 Recommendations from Committees

There were no Recommendations from Committees that needed approval by Council. (The Performance and Publicity Overview Committee had decided not to progress their previous recommendation regarding the Progress Editorial Board).

24.2 Committee Minutes (Non-Exempt)

24.2.1 Policy and Finance

Council received the Minutes of the meeting held on 5 September 2011 (previously circulated) with no matters arising.

Minute 21.2 Southern Water's Metering Programme

It was noted different water rates applied for a separate source external tap, which was two thirds of the bill of an internal tap. The details of this had been passed to the Town Clerk to take up regarding allotments. A number of pink notices informing residents that water meters were to be installed had appeared around the Town in June. These had now been removed, (leaving the plastic cable ties in many cases!) without meters being installed and Councillors asked when Southern Water were going to tell residents what was happening?

Minute 25.1 Youth Services/Project 82

Concerns were raised regarding the lack of progress on the West Sussex County Council Youth Service review for the whole area. Councillors requested that the Town Clerk should press WSCC as the review was now one year on, with no action. Councillors were concerned that the Town had lost youth workers, who were vitally important. It was further noted that WSCC would be undertaking another review to find another set of savings. Councillor Northeast (who declared a personal interest as Chair of the Keystone Committee) stated that at the moment, the only youth provision from WSCC in that deprived ward was two hours per week. He stated that without consultation WSCC had decided to charge young people attending the club £1 in fees. This used to be 50p so was a 100% increase and resulted in many young people having to leave the club as they were not aware of the change. He felt that this situation was a ticking time bomb as once the club lost young people, they did not come back. He added that coupled with Sussex Police cutbacks, this was setting up future problems. The Clerk reported that the

Town Clerk had been putting increasing pressure on WSCC to address the Youth issues, both through meeting with the Youth Service and also through the Big Society Community Action Pilot.

Councillor Squires (who declared a personal interest as a local Scout Leader) stated that the increased youth club fees were unwarranted and that many young people would not now be able to attend as their parents could not afford the increase. He also stated that many voluntary groups relied on grant funding and were being affected by WSCC grant cuts. He stated that there was little point in promoting the Big Society if all these cuts were being made and that this was a false economy which was storing trouble for the future

24.2.2 Community Resources

Council received the Minutes of the meeting held on 8 September 2011 (previously circulated) with no matters arising.

Minute 23.8 Ferry

It was noted that progress on the Ferry was slow, but that the boat was now in the Country, and that a full summer service could be provided next year, with potential for a reduced winter service if there was enough demand.

Minute 23.5 Christmas Lights Working Party

Councillors were pleased to note that a Christmas Lights Working party had been established as the three year lease scheme would come to an end this year.

Minute 23.9 Bandstand

Councillors also commented on the proposal for a Bandstand on the Seafront. Councillor Northeast stated that he had just returned from a steel band tour of Paris, and raised concerns that the Seafront location would be open to the elements and that a park location might be better. He also noted that the French bandstands had chairs stored underneath them, which was very useful. Councillors felt that further consideration should be given to the size and location and that local bands could be consulted.

24.2.3 Planning and Transportation

Council received the Minutes of the meetings held on 18 July, 15 August and 12 September 2011 (previously circulated) with no matters arising.

Minute 54.2 A Neighbourhood Plan for Littlehampton

Councillors referred to the Neighbourhood Plan for the Town, for which a sizeable budget had been set aside. It was asked whether Central Government funds could be sought for this. This was being investigated. The questionnaire results from the Town Show were also discussed. Responses had been received from 85 people, so were not representative of the Town, although this was only one of many methods of data collection being used. A full questionnaire would be issued with Progress Newsletter. Councillor Charles stated that the Neighbourhood Plan was potentially the most important project for the Town Council and that Officers were working hard on a programme to deliver this, especially Nikkie Enticknap, who had produced

the "Marmite quiz", which had been very well received at the Town Show. He added that the Plan would have a full page article in the Progress newsletter. It was commented that the option of a seasonal ice rink should be promoted, especially in car parks

Minute 57.1 Planning Applications – Lists 33, 34, 35 and 36

It was noted that several planning applications had been received to fell trees near houses. It was commented that on new estates, developers should allow room for trees to grow. Furthermore one application had been considered at Surrey Street, with a request to knock down garages for houses. One Councillor supported this as a way of clearing up the area

24.2.4 Property and Personnel

Council received the Minutes of the meeting held on 6 September 2011 (previously circulated) with no matters arising.

Minute 19.1 Manor House Roof

Councillors noted that the Manor House had had some lead stolen off the roof, and that a CCTV camera had now been installed and an alternative lead substitute would be used to replace that stolen.

24.2.5 Performance and Publicity Overview

Council received the Minutes of the meeting held on 13 September 2011 (previously circulated) with no matters arising.

24.2.6 Audit

Council received the Minutes of the meeting held on 15 August 2011 (previously circulated) with no matters arising.

25. REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES

25.1 Councillor Caffyn reported that there had not been a Wick Information Centre meeting since Council last met. She further reported that the Town Show had been brilliant, with the organisation raising £117.40 from its stall and had received a further £1,000 from the Rotary Club.

25.2 Councillor Ayres reported that the Keystone Centre had undertaken a clean up. The Centre was not full to capacity which was a matter of concern. She also reported that Homelink had held its AGM and a report was available and that Shopmobility were looking for more volunteers, with an AGM to come.

26. MASTERPLAN – NORTH LITTLEHAMPTON

It was noted that there would be a North Littlehampton Steering Group meeting on 20th October 2011.

27. EXEMPT BUSINESS

It was **RESOLVED** that:

Members of the public and accredited representatives of the press be excluded under Section 100 Local Government Act 1972 due to

the confidential nature of the business to be conducted.

28. OFFICERS' REPORTS (CONFIDENTIAL)

28.1 Church Street/Housing Office

Council considered a report (previously circulated to Members of the Council only). Councillors were not happy with the short notice of the meeting which was proposed to be held on Thursday 29th September. It was noted that a meeting was to be held with the Leader of Arun District Council on the 28th September and that this would be reported to Council – however, this would allow little time for Members to digest the information. Councillors did not believe that Arun District Council would sell the land on October 1st and this would therefore allow more time for a full report to be produced and circulated. Councillors wanted to see a robust options paper, including what was affordable and how the Town Council could secure the land.

It was **RESOLVED** that:

An Extraordinary Council meeting could be called on Thursday 13 October or 20th October (with a move of CRC Committee), whichever date the Town Clerk felt were best to report to.

The meeting closed at 8.00pm

MAYOR