



MINUTES of the POLICY AND FINANCE COMMITTEE held in the NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON on THURSDAY 15 NOVEMBER 2012 at 6.30PM

Present: Cllrs Emberson (Chair), Belchamber MBE, Britton, Hulmes, Long and Weston
Cllrs Ayres and Northeast attended as substitutes for Cllrs Gammon and Squires respectively.
(Cllr Dr Walsh attended for the items on the Boundary Review and Town Twinning)

2012/2013

25. EVACUATION PROCEDURES

The evacuation procedures were noted.

26. 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.

27. APOLOGIES

Apologies were received from Councillors Gammon and Squires.

28. 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. Councillors Emberson, Britton and Northeast declared personal interests as Members of the District Council with regard to the items on the Statement of Licensing Principles and the Boundary Review. Councillor Belchamber MBE declared a personal interest with regard to the item on Littlehampton Twinning Association as a Member of that group.

29. MINUTES

The Minutes of the meeting held on 3 September 2012 (previously circulated) were confirmed as a true record and signed by the Chair.

30. CHAIR'S REPORT AND URGENT ITEMS

There were none.

31. PUBLIC FORUM

There were no members of the public present.

32. OFFICER'S REPORT

32.1 Improving Local Government Transparency

The Committee considered a consultation paper from the Department for Communities and Local Government entitled "Improving Local Government Transparency". It was **RESOLVED** that:

The consultation be noted.

32.2 Arun District Council Statement of Licensing Principles

The Committee considered a letter and attachment from the District Council (previously circulated) setting out their Statement of Licensing Principles. Members commented that this was an important background paper, which would help them in their day-to-day work and it was **RESOLVED** that:

The paper otherwise be noted.

(Councillor Dr Walsh joined the meeting)

32.3 Boundary Review

32.3.1 The Committee considered a report (previously circulated) which set out possible options to respond to the Local Government Boundary Commission for England (LGBCE) proposals for District and Town Council wards in Littlehampton. The Town Clerk explained the work that had been undertaken in consultation with group leaders and set out two proposals, namely one that had emerged from that work and the other being that submitted previously by the District Council's Labour and Liberal Democrat Groups. A number of comments were made during the ensuing discussion, which included:-

- The names on the LGBCE proposed wards were wrong and did not reflect local communities.
- River Ward was one of the busiest wards and this should be reflected in electorate numbers.
- The LGBCE proposal was strongly criticised.
- It was thought that the proposal put forward by the Town Clerk to merge the Wick and Courtwick and Toddington District Wards was too big.
- It was also thought that this could reduce funding for the most deprived wards.
- It was commented that the LGBCE stated that there was insufficient evidence to support the Labour/Liberal Democrat proposal previously submitted. This could be rectified.
- It was agreed across the Committee that the element of the District Council Brookfield Ward that was in Rustington was inappropriate.

32.3.2 Following this discussion, it was agreed that the Labour/Liberal Democrat proposal submitted from the District Council groups should be resubmitted to the Local Government Boundary Commission with additional evidence. The Town Clerk undertook to investigate the figures further and would incorporate any new evidence that Members made available in the proposal to the Council meeting later in the month.

32.3.3 It was therefore **RESOLVED** that:

A better-evidenced proposal in line with that submitted by the District Council's Labour and Liberal Democrat Groups be RECOMMENDED to Council.

32.4 Littlehampton Twinning Association

(Councillor Dr Walsh declared a personal interest as President of the Twinning Association.)

32.4.1 The Committee considered a request (previously circulated) from the Littlehampton Twinning Association to improve the working relationship between the Mayor, the Town Council and town. The Committee considered the proposed working relationship and, with some tweaking of the proposals, agreed to the following:-

1) The Mayor or Deputy Mayor would endeavour to be available to attend all receptions of visitors from Chennevières or Durmersheim to Littlehampton.

2) The Mayor or Deputy Mayor would endeavour to participate in all visits to either Chennevières or Durmersheim, with the Association funding if necessary.

3) Quarterly meetings taking place between the Mayor and Chairman and representatives of the Association to discuss activities of the Association specifically in relation to encouraging visits by individuals or groups and developing personal contacts and opportunities.

4) The Twinning Association would seek to become involved, as requested by the Mayor or Town Council, where assistance could be given by the Association relating to educational, sporting, cultural or commercial activities with communities abroad or foreign communities within Littlehampton.

32.4.2 It was thought that the reference to sponsorship for education purposes for students/younger people to travel abroad should be addressed through the Grants process.

32.4.3 It was therefore **RESOLVED** that:

The Town Clerk write to the Twinning Association, setting out these amended proposals.

33. ACCOUNTS

33.1 Finance Report 2012/13

The Committee considered the latest Periodic Finance report relating to the Committee's expenditure (previously circulated) and **RESOLVED** that:

The report be noted.

34. MASTERPLAN – NORTH LITTLEHAMPTON

The Town Clerk reported that planning applications for the first tranche of housing on the Courtwick site were now being submitted.

35. EXEMPT BUSINESS

There was none.

The meeting closed at 7.32pm.

CHAIR