

16 September 2008

Dear Councillor (and Parishioners for information)

NOTICE IS HEREBY GIVEN that the **Monthly Meeting** of the Council will be held on **Monday 22 September 2008** in the **Roger Montgomeri Room** at The Woodlands Centre, Woodlands Avenue, Rustington, commencing at **7.15 pm**.

There will be a **Public Question Time** prior to the Meeting at 7.00 pm, when Members of the Public may question the Council. It is hoped that immediate answers can be given. If this is not possible, the answers will be given at the next Meeting or, if preferred, sent direct to the questioner.

Yours sincerely

Clerk of the Council

A G E N D A

1. Resignation of Councillor D Murphy - To note a letter received and Clerk to report
(Copy *attached for Members*)
2. Apologies for Absence
3. Declarations of Interest by Members

Members are reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this Agenda

You should declare your interest by stating:-

- a) *whether it is a personal interest and the nature of the interest*
 - b) *whether it is also a prejudicial interest*
 - c) *if it is a prejudicial interest, whether you will be exercising your right to speak*
4. To confirm the Minutes of the Monthly Meeting held on 28 July 2008
(Copy *attached*)

5. Sussex Police:-
 - (a) To receive a Report from PCSO Emma Orpin or PC Dave Banham-Brown
 - (b) To receive a Report from Councillor Mrs Lines - Community Safety Representative
 - (c) Police Neighbourhood Management Forum - To note the Minutes of the Meeting held on 28 August 2008
(Copy *attached for Members*)
6. District Councillors - Matters Arising (if any)
7. County Councillors - Matters Arising (if any)
8. To receive a Verbal Report from the Clerk on any matters arising from the Minutes
9. Chairman's Report
10. Planning Committee - To note the Reports of the Meetings held on 28 July, 18 August 2008 and 1 September 2008
(Copies *previously circulated*)
11. Finance and General Purposes Committee:-
 - (a) To note the Report of the Meeting held on 18 August 2008
(Copies *previously circulated*)
 - (b) To receive a Report of the Meeting held on 22 September 2008 from the Chairman of the Committee, and to consider the Recommendations contained therein
(See *Finance and General Purposes Committee Agenda and attached information*)
12. Traffic Issues Working Party - To note the Report of the Meeting held on 16 September 2008
(Copy *to follow for Members*)
13. Arun Eastern Parishes Group - To note the 9 September 2008 Meeting Report
(Copy *attached for Members*)
14. Appointment of Committees:-
 - (a) Planning Committee - One Vacancy
15. Rustington Youth Centre - Progress Report
16. Rustington Museum Project:-
 - (a) Progress Report
 - (b) To note the Report of the Meeting of the Management Committee held on 4 September 2008 and to consider any Recommendations contained therein
(Copy *enclosed for Members*)
 - (c) "Opening a New Museum" - Requirements for the Management of Rustington Museum - To note a Report from the Curator
(Copy *enclosed for Members*)
17. Rustington-In-Bloom - Progress Report
18. Annual Civic Thanksgiving Service & Presentation Reception - 21 September 2008 - Matters Arising

19. Review of Standing Orders and Financial Regulations - To consider a Report from the Internal Audit Committee
(Copy attached for Members)
20. Website Re-design - Clerk to report
21. Annual Team Building Day - Clerk to report
22. Village Memorial Hall - 70th Anniversary - 12 October 2008 - Progress Report
23. Planting and Maintenance of Amenity Areas Contract (2009-2012) - To consider a Report from the Clerk of the Council
(Copy attached for Members)
24. Public Toilets Refurbishment - The Street - To consider a letter received from Boxall Sayer containing the Tender costs and Clerk to report
(Copy attached for Members)
25. Beach Shelter - Sea Road:-
 - (a) To consider a letter received from Allianz Insurance
(Copy attached for Members)
 - (b) To consider a Quotation received from Above All Roofing
(Copy attached for Members)
26. Rustington Community Partnership - To note the Minutes of the Meetings held on 9 July 2008 and 7 August 2008
(Copies attached for Members)
27. The Royal British Legion - To note the details of the arrangements for the Commemorative Parade and Service - Sunday 9 November 2008
(Copy attached for Members)
28. Arun Community Hospital Forum - To note the Minutes of the Meeting held on 31 July 2008 together with the Well Being Centre Workshop Feedback Report
(Copies attached for Members)
29. Allotments Acts 1908-1950 - Notice to Quit - Plot Numbers 34 and 34a Conbar Avenue - To approve the issue of formal Notice to Quit on the abovementioned Plots
30. Conbar Avenue Enhancement - To consider a letter received from Mrs J Wyatt
(Copy attached for Members)
31. Arun District Council:-
 - (a) Chairman's Remembrance Charity Ball - To receive an Invitation to the Remembrance Charity Ball at The Grand Hall, Hilton Avisford Park, Arundel on 8 November 2008
(Copy enclosed for Members)
 - (b) Licensing Act 2003 - Temporary Event Notices for The Woodlands Centre - Chairman and Councillor Tyler to report
 - (c) Electoral Review of West Sussex County Council - The Boundary Committee for England's Draft Recommendations - To note an extract from the Minutes of Arun District Council's Governance Committee held on 19 August 2008
(Copy attached for Members)

- (d) Byelaws - Pleasure Grounds, Public Walks and Open Spaces - To consider the draft Byelaws in this regard
(Copy *enclosed for Members*)
 - (e) District-Wide Strategic Flood Risk Assessment Presentation - 31 July 2008 - Chairman to report on his attendance at this Presentation

Note: Minute 535/08 Council Meeting - 8 July 2008 Refers
 - (f) Recycling and Reprocessing Routes - To note a letter and enclosed Viridor Press Release received from the Head of Environmental Amenities and Community Safety
(Copy *attached for Members*)
32. West Sussex County Council:-
- (a) Proposed Pedestrian Safety Scheme - Sea Lane:-
 - (i) To consider correspondence with the Local Highway Manager
(Copy *attached for Members*)
 - (ii) To consider a subsequent letter received from Mr K Grimes
(Copy *attached for Members*)
 - (b) Minerals and Waste Development Framework (MWDF) - To consider a letter received from the Senior Planner, Customer and Communities
(Copy *attached for Members*)
 - (c) Developer Contributions and Schemes (S106 and S278 Agreements) - To consider a letter and Report received from the Section 106 Projects Officer
(Copy *enclosed for Members*)
33. West Sussex NHS Primary Care Trust - The NHS Constitution - Public Consultation Period - To consider the Draft Constitution
(Copy *enclosed for Members*)
34. Sussex and Surrey County Associations of Local Councils - Briefing and Update Bulletin - September 2008
(Copy *attached for Members*)
35. Action in Rural Sussex - To receive an Invitation to attend the Annual General Meeting on 7 November 2008
(Copy *attached for Members*)
36. Communities and Local Government - Proposed Changes to the Draft South East Plan - To consider a letter received from Parmjit Dhanda, MP
(Copy *attached for Members*)
37. South East England Regional Assembly - Partial Review of the South East Plan - Gypsy and Traveller Accommodation Needs - To consider a letter received from the Regional Planning Committee Chairman, together with Consultation Pack
(Copy *enclosed for Members*)
38. To receive Reports from Members attending other External Meetings (if any)
39. Urgent matters arising, for information only, since the preparation of this Agenda

40. Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that because of the confidential nature of the business to be transacted, the Public and the Press leave the Meeting during consideration of Agenda Item 41
41. Casual Vacancy - To consider the Report of the Interviewing Panel held on 12 August 2008
(Copy *attached for Members*)
42. To note the following Documents and Publications received for Members' information:-
 - (a) Campaign to Protect Rural England - "Fieldwork" - September 2008
 - (b) Chestnut Tree House "Chestnuts" - Summer 2008
 - (c) Rustington Residents Association - "Topics" - August 2008
 - (d) Sea Estate Residents Association Limited - "seranews" - Summer 2008
 - (e) Sussex Police Authority - Local Policing- Keeping West Sussex Safe 2008