

RUSTINGTON PARISH COUNCIL

MINUTES: of the Monthly Meeting held on 23 June 2008

PRESENT: Councillors Steward (In the Chair), A Akbar, Mrs C Broomfield, J Collins, R Grevett, Mrs F Harrison, D Murphy, S Perry, D Rogers and G Tyler (Late Arrival due to District Council Business Commitment)

187/08 CHAIRMAN OF THE MEETING

In the absence of Councillor Warrington, Chairman of the Council, Councillor Steward was elected Chairman of the Meeting.

188/08 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Ceiriog-Hughes (Personal Commitment), Field (Business Commitment), Mrs Lines (Holiday) and Warrington (Holiday).

These apologies were accepted by the Council.

189/08 DECLARATIONS OF INTEREST

Councillor Rogers declared a personal interest in Minute 207/08. He remained in the Meeting during the consideration of this item and took part in the discussion and vote thereon.

190/08 MINUTES

The Minutes of the Annual Meeting held on 19 May 2008 were signed by the Chairman as a correct record.

191/08 SUSSEX POLICE

(a) Report from PCSO Wilson

The Clerk said that she had previously circulated a copy of PCSO Wilson's Monthly Report. A copy of this Report is attached and forms a part of these Minutes.

In his Report, PCSO Wilson had advised the crime statistics for the rolling 90 days as follows:-

Crimes in Rustington East - 75, representing an increase of 4
Detected Crimes - 15
Detection Rate - 20%

Crimes in Rustington West - 77, representing a decrease of 22
Detected Crimes - 16
Detection Rate - 20.8%

He had also provided a monthly summary for the period from 23 May 2008 to 22 June 2008 as follows:-

207 calls received via Police call handling for Rustington East and West area, compared to 209 for the same period in the previous year. These included:-

13 relating to Criminal Damage	6 relating to Vehicle Crime
8 relating to Burglary	13 relating to Theft
6 relating to a Violent Crime	0 relating to a Sexual Crime

PCSO Wilson then expanded on the overview contained within his Report, and confirmed that there had been an excellent turn out for the pre-organised Allangate Estate Environmental Audit held on 27 May. In all, the team had identified 36 problems that needed addressing for the following locations: Station Parade, Sheepfold Avenue, Ascot Way, Winchester Road, Southcourt Close, Canterbury Road, Northcourt Close, Guildford Road and Epsom Gardens. Many of the problems identified related to Fly Tipping, Graffiti, and the condition of property (garage blocks) throughout the estate. Many of these had now been addressed and it was hoped that local residents would have noted the differences made, although some of the issues raised would take longer to address. He also reported that the Neighbourhood Management Forum would be utilised to action these issues and that he would update the Council with its progress throughout the next few months.

He also advised that the Team had been stepping up high visibility Police patrols in the aforementioned areas and he was pleased to note that calls to the Police Call Handling Centre had fallen in respect of the Allangate Estate over the last few months. Incidents of Anti Social Behaviour and Criminal Damage had also continued to fall in this area.

PCSO Wilson reported on a recent 'Bike to Work' event which had been very successful, and also very encouraging, to see so many people cycling through Rustington. He said that Pedal Cycle theft was an ongoing problem nationally but that at the event, he had taken the opportunity to highlight this by providing various crime prevention literature and to also security mark all of the bicycles that attended. He reminded anyone who wished to get their cycles security marked that they could do so by attending his next Surgery at the Village Information Centre on 16 July 2008.

PCSO Wilson then said that he was happy to report that there had been no major problems or trouble at the recent Carnival event, which he felt had been a great success.

In concluding his Report, PCSO advised the Council that a Mobile Speed Camera was currently being used in Sea Road and Sea Lane by one of his colleagues. He said that the Clerk had previously advised him of certain locations which might benefit from the presence of the Camera, but if there were any particular locations which were of concern to individual Members, he would be grateful if they could advise the Clerk of these as soon as possible.

PCSO Wilson responded to certain issues raised by Members, and the Chairman of the Meeting then thanked PCSO Wilson for his most interesting Report, and also for his continuing hard work for the benefit of the local community.

(b) Community Safety Representative's Report

In the absence of Councillor Mrs Lines, there was no Report in respect of Community Safety.

192/08 DISTRICT COUNCILLORS

Apologies for absence had been received from Councillors Chapman and Clayden.

Councillor Mrs Harrison reported that the one of the major issues being addressed by the District Council at the present time was the proposal for an ECO Town at Ford.

The Council NOTED this information.

193/08 COUNTY COUNCILLORS

The Clerk reported that Councillor Moor was currently very unwell in Worthing Hospital and, therefore, there was no Report available on matters pertaining to the County Council

The Council NOTED this information with great concern, and asked the Clerk to ensure that its best wishes were conveyed to Councillor Moor for a speedy recovery.

194/08 **REPORT OF CLERK OF THE COUNCIL**

(a) **Grant Aid - Sofas & Stuff**

The Clerk reported the receipt of a letter of thanks and appreciation from Sofas & Stuff for the recent Grant Aid of £150.00 awarded by the Council towards the general operation of the service.

The Council was pleased to NOTE this information.

195/08 **CHAIRMAN'S REPORT**

In the absence of the Chairman, the Clerk reported on his official representation and attendance at Meetings, Events and Functions since the Annual Meeting as follows:-

- 1st Rustington Scout Group - Annual General Meeting - Group Headquarters - 21 May 2008
- Rustington Carnival - Judging entries in Carnival Procession and Opening of Carnival Fete - 7 June 2008
- Arundel Town Council - Civic Service and Reception - St Nicholas Church and Arundel Town Hall - 15 June 2008
- Arundel and Littlehampton Scout Groups - Annual General Meeting - 19 June 2008

The Council NOTED this information.

196/08 **PLANNING COMMITTEE**

The Council NOTED the Reports of the Planning Committee Meetings held on 12 May 2008 and 2 June 2008. (Copies previously circulated).

197/08 **FINANCE AND GENERAL PURPOSES COMMITTEE**

The Council received and considered the Report of the Finance and General Purposes Committee Meeting held on 23 June 2008. (Verbal Report from the Vice-Chairman of the Committee).

The Council RESOLVED that the Recommendations contained in the Report of the Finance and General Purposes Committee Meeting held on 23 June 2008 be APPROVED.

198/08 **LIGHTING AND AMENITIES COMMITTEE**

The Council received the Report of the Lighting and Amenities Committee Meeting held on 5 June 2008.

The Council RESOLVED that the Recommendations contained in the Report of the Lighting and Amenities Committee Meeting held on 5 June 2008 be APPROVED.

199/08 **TRAFFIC ISSUES WORKING PARTY**

The Council NOTED the Report of the Meeting held on 10 June 2008.

200/08 **ARUN EASTERN PARISHES GROUP**

The Council NOTED the 10 June 2008 Meeting Report.

201/08 **APPOINTMENT OF STATUTORY AND STANDING COMMITTEES**

The Clerk advised that there were vacancies on the following Committees and the Council AGREED:-

(a) **Allotments Committee**

Hold in abeyance pending Election/Co-option of new Members

(b) **Planning Committee**

Hold in abeyance pending Election/Co-option of new Members

(c) **Internal Audit Committee**

Councillors M Warrington, Mrs S Lines, G Tyler and D Rogers be appointed.

202/08 **CASUAL VACANCIES**

The Clerk reported that an Election was being held in respect of the vacancy in the East Ward. She said that this was due to take place on 29 July 2008, with the closing date for nominations set at 27 June 2008.

She said that the earlier vacancy in the North Ward, caused by the resignation of Councillor Lauretani, had now been advertised for filling by the co-option process. She said that the closing date for applications was 26 June 2008, and the Interviewing Panel would be convened as soon as practicably possible after this date to meet with each of the applicants.

The Council NOTED this information.

203/08 **RUSTINGTON YOUTH CENTRE**

(a) **Progress Report**

The Clerk said that there was nothing of any significance to report at the present time, other than the fact that the storage problems being faced by certain users had now been rectified.

The Council NOTED this information.

204/08 **RUSTINGTON MUSEUM PROJECT**

(a) **Progress Report**

In the absence of Councillor Tyler, the Clerk reported that the new Curator for the Museum, Ms Jessica Campbell, had commenced her employment with the Council on that day.

She then referred to Phase 2 of the Project and reported that there had been a slight setback in the works. She said that following the removal of the vegetation on the eastern boundary of the garden, it had been discovered that there was a major difference in the ground levels between the Cottage and the adjoining Car Park. As a result of this, a retaining wall was having to be constructed and would obviously result in additional expenditure to the original Contract cost. She said that as yet the final cost of the aforementioned wall was not known.

She then referred to the wrought iron gate which was being purpose made by a local Blacksmith, and said that this was due to be installed within the next few days.

She also reported that the Museum Management Committee was going to consider a paper in respect of the operation of the Café at its next Meeting, and any recommendations in this regard would be included in the Committee's Report for approval by the full Council at its next Meeting.

The Council NOTED this information.

(b) Raise the Roof Campaign

The Clerk reported that there had been no further donations received in respect of the Raise the Roof Campaign, the total of which still remained at £5,792.00.

The Council NOTED this information.

205/08 RUSTINGTON-IN-BLOOM

The Clerk referred to Minute 165/08 and reported that the Campaign was progressing well. She said that the Chairman of both the In-Bloom Committee and the Council had been interviewed on BBC Southern Counties Radio on 18 June 2008. She advised that the main reason for singling out Rustington was because it was the only entry from Sussex in the 2008 Britain in Bloom Competition.

She then reported that the Committee had raised £152.00 from the Grand Tombola Stall at the Festival Fete, and this would be put towards its 2008 Campaign.

The Council was pleased to NOTE this information.

The Clerk then reminded Members that the judging date for the South and South East in Bloom Competition was Friday 11 July 2008, and asked if Members who could assist with the general 'clean up' around the Village advise her as soon as possible. This would enable the In-Bloom Committee to assign various roads and locations to individuals to ensure that the route would be covered for any 'last minute' tasks that required action.

The Council NOTED this information.

206/08 RUSTINGTON COMMUNITY PARTNERSHIP

The Clerk referred to Minute 166/08 and reported that the Minutes of the Meeting of the Community Partnership held on 11 June 2008 had been previously circulated to all members for information.

The Council NOTED this information.

(Prior to consideration of the following item, Councillor Rogers declared a personal interest, as President of the Littlehampton District Lions Club)

207/08 PARISHIONERS' AWARD

The Council considered the Report of the Working Party held on 16 June 2008.

The Council RESOLVED unanimously that:-

- (a) The 2008 Parishioners' Award in respect of a Group/Organisation, be awarded to the Littlehampton District Lions Club, in recognition of its outstanding commitment and efforts for the benefit of the local community and, in particular, the organisation of the Rustington Festival each year
- (b) The 2008 Parishioners' Award in respect of an Individual, be awarded to Mr Roy Stoneham, in recognition of his dedication and unceasing support for the benefit of the youth of the local community for in excess of 20 years
- (c) The recipients of the Award be announced immediately and that a Presentation be made at the Reception following the Annual Civic Thanksgiving Service on 21 September 2008.

The Clerk reminded Members that as previously agreed, each recipient of the Award would receive £50.00 in cash together with a commemorative dish or trophy, suitably engraved, or a personalised scroll, to keep as a memento.

208/08 RUSTINGTON AND DISTRICT TWINNING ASSOCIATION

The Council NOTED a letter of thanks and appreciation received from the Honorary Secretary, Rustington and District Twinning Association, in respect of the Council's hospitality during the recent visit of representatives from Künzell.

209/08 EAST ARUN COMMUNITY HOSPITAL FORUM - REPORT OF MEETING HELD ON 29 MAY 2008

In the absence of Councillors Ceiriog-Hughes and Mrs Lines, the Council RESOLVED that this item be DEFERRED until the next Meeting.

210/08 ARUN DISTRICT COUNCIL - CONSULTATION ON DRAFT BYELAWS FOR PLEASURE FAIRS

The Council considered a letter received from Ms J Pounds, Trainee Solicitor, enclosing a copy of the Draft Byelaws regulating Pleasure Fairs.

Following a detailed discussion, the Council RESOLVED to take no further action in respect of submitting any comments to the District Council.

211/08 ARUN DISTRICT COUNCIL - (OFF STREET PARKING PLACES) AMENDMENT ORDER 2004

The Council considered the Notice given by the Arun District Council, in exercise of its powers under Section 35C of the Road Traffic Regulation Act 1984 and Regulation 25 of the Local Authorities Traffic Orders (Procedure)(England and Wales) Regulations 1996, proposing to vary the car parking charges from 1 October 2008.

The Clerk reminded Members that the Notice did not affect the Car Parking facilities in Rustington in any way.

The Council NOTED this information and AGREED to take no further action in this regard.

212/08 ARUN DISTRICT COUNCIL - DISTRICT-WIDE STRATEGIC FLOOD RISK ASSESSMENT

The Council NOTED the receipt of an Invitation to attend a Presentation by Capita Symonds at the Arun Civic Centre on 31 July 2008.

Following a discussion, the Council RESOLVED that Councillor Warrington should attend the Presentation on behalf of the Council.

213/08 WEST SUSSEX COUNTY COUNCIL - MINERALS AND WASTE DEVELOPMENT FRAMEWORK (MWDF) FORUM

The Council NOTED the receipt of an Invitation for a representative to attend a Forum on 9 July 2008 at The Steyning Centre, Fletchers Croft, Steyning, to update local Community Groups, Parish Councils and Residents Associations in this regard.

Following a discussion, the Council RESOLVED that no further action be taken in this regard.

214/08 **WEST SUSSEX COUNTY COUNCIL - CONSULTATION ON THE SUSTAINABLE COMMUNITY STRATEGY (SCS)**

The Council considered a letter received from Mr N Border, Strategic Policy Manager, Chief Executive's Group in this regard.

The Clerk reported that she had previously circulated copies of the Summary Leaflet to all Members for Information.

Following a further discussion, the Council RESOLVED that prior to making any decisions in respect of a response to the Framework for Consultation, an Invitation should be extended to Mr Border to address the next Meeting in this regard.

215/08 **WEST SUSSEX COUNTY COUNCIL - REVIEW OF STATEMENT OF PARTNERSHIP WITH LOCAL COUNCILS**

The Clerk reported that Mr Phil Edwards, West Sussex County Council, had advised the recent Eastern Arun Area Parishes' Group Meeting that the County Council's current Statement of Partnership with Local Councils had been developed previously in consultation with the Sussex and Surrey County Associations of Local Councils. He had confirmed that the current Statement had been in place since 2001 and was now in need of revision. With this in mind, the County Council was consulting with all Parish and Town Councils across the County to obtain any comments or amendments in respect of the document, prior to considering the Statement in detail. She said that he had subsequently asked the Parish and Town representatives present if they could make arrangements for the current Statement to be considered by their Councils, with any comments or views being submitted to SALC, as soon as practicably possible.

Following a brief discussion, the Council RESOLVED that the Chairman and Vice-Chairman of the Council, in consultation with the Clerk, should scan through the document and report back to the next Meeting with any comments and/or amendments for the Council's consideration.

216/08 **PROPOSED PEDESTRIAN SAFETY SCHEME - SEA LANE, RUSTINGTON**

The Clerk advised the Council that Mr Grimes had contacted her to establish whether the Council would be considering this matter in any great detail at the Meeting. She said that she had advised Mr Grimes that until such time as a response was received from the County Council either in response to the Council's recent proposal, or with its own proposals for consideration, she anticipated that the Council would merely note any other associated correspondence received.

The Council then considered a further letter received from Mr K Grimes in this regard, and AGREED to take no further action at the present time.

The Council then NOTED an email received from Mr M Twaits, expressing his concern that the Parish Council had rejected the County Council's proposal to install a central refuge in Sea Lane, preferring instead to have the possibility of a signal operated system investigated.

Councillor Tyler joined the Meeting at this juncture.

217/08 **SOUTHERN WATER - DRAFT RESOURCES MANAGEMENT PLAN**

Councillor Rogers reported that the Plan was an interesting document, produced by Southern Water, detailing how it proposed to secure water resources for the next 25 years. He said it was the first time that the public had been consulted in this regard, and the Plan would be reviewed every five years. He then gave the Council a summary of the content of the Plan, and said that he did not think that it contained anything specific to Rustington and, therefore, did not feel that there was any need to respond to the Consultation.

The Chairman of the Meeting, on behalf of the Council, thanked Councillor Rogers for his most comprehensive Report.

218/08 SUSSEX AND SURREY COUNTY ASSOCIATIONS OF LOCAL COUNCILS

(a) Briefing and Update Bulletin - May 2008

The Council NOTED the May 2008 Briefing and Update Bulletin.

(b) In-House Councillor Training Courses

The Clerk referred to the possibility of holding a joint evening Briefing and Awareness Session for Councillors, on an in-house shared cost basis with other Parish Councils in the eastern area. She said that this matter had been discussed at the recent Eastern Arun Parishes' Group Meeting, when it had been agreed those present should establish whether their Councillors would be interested in such a concept, and advise the Sussex and Surrey County Associations of Local Councils accordingly.

She said that the estimated cost would be in the region of £300.00 to £500.00, but would be dependent on the number of Councillors attending. She reminded the Council that this would be on an apportioned shared cost basis with the other interested Councils in the eastern area. She said that she had subsequently learned from the County Council that there might be some funding available from the Parish Initiatives Fund for such a Training Session, if all of the eastern Parish Councils were to apply for funding on a joint basis.

Following a detailed discussion, the Council RESOLVED to participate in a Briefing and Awareness Session for Councillors, on a shared cost basis with other Parish Councils in the eastern area, should funding not be forthcoming from the County Council's Parish Initiatives Fund.

The Clerk said that she would report back to the Council in this regard with suggested dates, as soon as all of the Parish Councils concerned had responded to her, and she, in turn had contacted the Sussex and Surrey County Associations of Local Councils for available dates.

The Council NOTED this information.

219/08 LITTLEHAMPTON AND DISTRICT CITIZENS' ADVICE BUREAU

Councillor Akbar reported on his recent attendance at a Meeting of the Bureau's Management Committee.

220/08 ARUN DISTRICT COUNCIL - NOTICE OF DETERMINATION OF APPLICATION FOR GRANT OF PREMISES LICENCE UNDER THE LICENSING ACT 2003 - TESCO STORES LTD., 7 STERLING PARADE, RUSTINGTON

The Council NOTED a letter received from Ms R Bomford, the Licensing and Development Officer, advising that the District Council had granted this application, subject to the following conditions:-

- (a) All spirits to be displayed behind the check-out counters where there is no public access; and
- (b) No more than 15% of the total sales area shall be used for the display of alcohol at any one time.

221/08 DOCUMENTS AND PUBLICATIONS

The Council NOTED the following documents and publications received for Members' information:-

- (a) Arun District Council - Diary of Events - Summer and Autumn 2008
- (b) Campaign to Protect Rural England - "Fieldwork" - June 2008
- (c) Campaign to Protect Rural England - "Sussex Review" - Summer 2008
- (d) ICIS - "Wellspring West Sussex" - Issue No. 1 - 2008

- (e) South East of England Regional Assembly - The South East Regional Sustainability Framework - Towards a better quality of life.

There being no further business the Meeting concluded at 8.10 pm.

Chairman: **Date:**

There were no matters raised by Members of the Public during the Public Question Time held prior to the Meeting.