



Rustington Parish Council

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22 September 2020

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 28 September 2020 commencing at 7.00 pm.**

Please note that due to the current Coronavirus (Covid-19) Pandemic, this Meeting will be held remotely (via Microsoft Teams) and is to be delivered within 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) (Amendment) Regulations 2020' that are currently enacted for Meetings on and up to 7 May 2021. For further information see The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

<http://www.legislation.gov.uk/uksi/2020/392/contents/made>

Public Questions: Members of the Public are invited to submit questions, for consideration at the Meeting, to the Council by no later than **Monday 28 September 2020 at 9.00 am**, either in writing delivered to the Parish Council Offices, via email to: enquiry@rustingtonpc.org or by telephone: 01903 786420.

Meeting Access: To attend the (remote) Meeting, please use the following link: <https://bit.ly/3mo8nVp>

Yours sincerely

Clerk of the Council

A G E N D A

1. Apologies for Absence
2. Declarations of Interest by Members

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

You should declare your interest by stating:-

- (a) the item you have the interest in*
- (b) whether it is a personal interest and the nature of the interest*
- (c) whether it is also a prejudicial/pecuniary interest*
- (d) if it is a prejudicial/pecuniary interest, whether you will be exercising your right to speak during the Public Question Time*

You then need to re-declare your interest at the commencement of the item or when the interest becomes apparent



QUALITY
PARISH
COUNCIL

Working for the local Community

RUSTINGTON Parish Council operates an open file policy. Any correspondence with the Council may become public. For the Purposes of the Data Protection Act Rustington Parish Council is the Data Controller.
VAT Registered: 946 2052 29

3. To confirm the Minutes of the Monthly Meeting held on 27 July 2020
(Copy *attached*)
4. Casual Vacancy - To consider the Applications received, and to receive a brief verbal Presentation from each candidate, if in attendance
(Copies *attached*)

Note: Once all Presentations have been made, the Meeting will be adjourned to give Members the opportunity to email details of their preferred candidate to the Clerk of the Council. The Meeting will resume once all Members have advised the Clerk as detailed above and the Chairman will declare the successful candidate
5. Sussex Police:-
 - (a) Anti-Social Behaviour and Criminal Incidents - Clerk to report
 - (b) Matters Arising (if any)
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 20 July 2020 and 17 August 2020
(Copies *previously circulated*)
11. Finance and General Purposes Committee:-
 - (a) To note the Report of the Meeting held on 17 August 2020
(Copy *previously circulated*)
 - (b) To receive the Report of the Meeting held on 28 September 2020 from the Chairman of the Committee and to consider the Recommendations contained therein
(Finance and General Purposes Committee Agenda and associated documentation *previously circulated*)
12. Emergency Planning Committee - To receive the Report of the Meeting held on 17 August 2020 and to consider any recommendations contained therein
(Copy *enclosed for Members*)
13. Community Carol Concert - 12 December 2020 - Clerk to Report
14. Councillors' Surgery - 12 September 2020 - Councillor Bennett to report
15. Review of Public Convenience Provision - To appoint a Working Party to consider the way forward, and arrange a date for the first Meeting

16. Parish Council Insurance - Renewal - Clerk to report
17. Rustington Youth Centre - Youth Worker's Report - To note the Report received from Emma Biffi, Arun Youth Projects Service Manager
(Copy attached for Members)
18. Rustington Museum and Information Centre - To note the Monthly Visitors' Figures for July and August 2020
(Copy attached for Members)
19. Rustington Sports and Social Club - Management Committee - To note the Minutes of the Meeting held on 12 August 2020
(Copy attached for Members)
20. Princess Marina House - Progress Report
21. Number 12 Bus Service - To note the Number 12 Bus Service Statistics for July and August 2020
(Copy attached for Members)
22. Remembrance Sunday - To note email correspondence with the West Sussex Community Fundraiser, and Councillor Bennett to report
(Copy attached for Members)
23. Arun District Council:-
 - (a) Rustington Parish Council CIL Trajectory - To consider email received from Julie Grieves, Community Infrastructure Levy Officer, together with Councillor Warren's comments in this regard
(Copy attached for Members)
 - (b) Neighbourhood Planning for the Future - To consider email received from Oneill Homer, together with Councillor Warren's comments in this regard
(Copy attached for Members)
 - (c) Barnham, Eastergate and Westergate Framework Masterplan Consultation - To note an email received
(Copy attached for Members)
 - (d) Arun District Design Guide SPD Regulation 12b Public Participation - To consider an email received from Design Guide, Planning Policy Team
(Copy attached for Members)
 - (e) Licensing Act 2003 - Venture Blue Limited, Brookside Avenue - Application for a Premises Licence - To note an email received from The Licensing Team, together with associated documentation in this regard
(Copy attached for Members)

24. Sussex and Surrey Associations of Local Councils (SSALC):-
 - (a) Pavement Parking - To consider an email received from Anna Beams, together with a Briefing Note and associated information
(*Copy previously circulated to Members*)
 - (b) West Sussex Association of Local Councils:-
 - (i) “Value-For-Money” Review - To consider an email received from Joanna Cadman, Administrator, together with a communique from the Directors, and Clerk to report
(*Copy attached for Members*)
 - (ii) To note emails circulated on behalf of the Chief Executive Officer, SSALC, in this connection
(*Copies attached for Members*)
25. Action in rural Sussex - Inspire Leisure - Rural Community Facilities Capital Grant Fund - Clerk to report
26. Environment Agency - Update on the proposed abolition of the River Arun IDD - To note an email received from the IDD Project Manager, South East Region, together with associated documentation in this regard
(*Copy attached for Members*)
27. Rampion 2 - Community Project Liaison Group Invitation - To consider an email received from Paula Seager, Natural PR
(*Copy attached for Members*)
28. West Sussex County Council - A259 Improvements - Traffic Management Briefing - To note an email received from the Project Manager, together with associated documentation in this regard
(*Copy enclosed for Members*)
29. To receive Reports from Members attending other External Meetings (if any)
30. Urgent matters arising, for information only, since the preparation of this Agenda
31. To note the following Documents and Publications previously circulated to Members:-
 - (a) Arun District Council - COVID-19 Test and Trace Requirements - The Health Protection (Coronavirus, Collection of Contact Details etc. and Related Requirements) Regulation 2020
 - (b) CAGNE - August Newsletter
 - (c) CAGNE - Aviation Town and Parish Council Forum
 - (d) CAGNE - Gatwick 360 Unsustainable Future
 - (e) Campaign to Protect Rural England - Summer Newsletter - 22 August 2020
 - (f) Campaign to Protect Rural England - Campaigns Update - September 2020
 - (g) East Preston Parish Council News - 28 August 2020
 - (h) National Association of Local Councils - Rebuilding Communities - 7 September 2020 and 9 September 2020

- (i) National Association of Local Councils - Chief Executive's Bulletin - 31 July 2020, 14 August 2020, 17 August 2020, 21 August 2020, 28 August 2020, 11 September 2020 and 18 September 2020
- (j) Royal Horticultural Society - The RHS Big Soup Share - 2 September 2020
- (k) West Sussex County Council - News Release - PR14974 - 31 July 2020, PR14976, PR14977 & PR14978 - 4 August 2020, PR14982 - 5 August 2020, PR14983 - 7 August 2020, PR14984 - 10 August 2020, PR14987, PR14988 & PR14989 - 11 August 2020, PR14994 - 12 August 2020, PR14998 - 17 August 2020, PR14999 - 18 August 2020, PR15000 & PR15001 - 19 August 2020, PR15005 - 20 August 2020, PR15007 - 21 August 2020, PR15008 - 24 August 2020, PR15017 - 28 August 2020, PR15021 - 3 September 2020, PR15025 - 4 September 2020, PR15032 & PR15034 - 10 September 2020, PR15036 - 11 September 2020 and PR15040 - 17 September 2020
- (l) West Sussex County Council - News Releases - 26 August 2020, 28 August 2020, 1 September 2020 x 2, 2 September 2020, 3 September 2020, 4 September 2020, 7 September 2020, 8 September 2020, 9 September 2020 x 2, 14 September 2020, 15 September 2020 and 22 September 2020

32. To note the following Documents and Publications received for Members' information:-

- (a) Carers Support West Sussex - Latest News - 27 August 2020
- (b) Campaign to Protect Rural England - Fieldwork - Summer 2020
- (c) Campaign to Protect Rural England - Countryside Voices - Summer 2020