



Rustington Parish Council

Council Offices, 34 Woodlands Avenue, Rustington, West Sussex BN16 3HB

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E-mail: enquiry@rustingtonpc.org Website: www.rustingtonpc.org

4 November 2020

Dear Councillor (and Parishioners for information)

LEISURE AND AMENITIES COMMITTEE

YOU ARE HEREBY SUMMONED to attend a Meeting of the above Committee to be held on **Thursday 12 November 2020 commencing at 6.30 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/Meeting Access: Members of the Public are invited to submit questions, for consideration at the Meeting, to the Council by no later than **Thursday 12 November 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/3ji9FP0>

Yours sincerely

Clerk of the Council

To: All Members of the Leisure and Amenities Committee and other Members for information

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 approve the Minutes of the Meeting held on 6 August 2020
(Copy attached)
4. The Woodlands Centre - External:-
 - (a) Rustington Cricket Club - 2020 Season Review - To note email correspondence in this regard and Leisure and Amenities Officer to report
(Copy of email correspondence attached for Members)
 - (b) Charges for Sports Facilities - To consider a Report from the Deputy Clerk
(Copy attached for Members)
 - (c) Annual Tree Survey - To consider a Report from Arun District Council and Deputy Clerk to report
(Copy attached for Members)
5. The Woodlands Centre - Internal:-
 - (a) Current Lettings - Progress Report
 - (b) Review of Rents - To consider a Report from the Deputy Clerk
(Copy attached for Members)
 - (c) Semi-Commercial Hirings - To consider a Schedule of proposed charges with effect from 1 April 2021
(Copy of existing and proposed charges attached for Members)
6. Samuel Wickens Centre:-
 - (a) Current Lettings - Progress Report
 - (b) Review of Rents:-
 - (i) To consider a Schedule of proposed General Hirings charges with effect from 1 April 2021
(Copy of existing and proposed charges attached for Members)
 - (ii) To consider a Schedule of proposed Rustington Community Group Hirings charges with effect from 1 April 2021
(Copy of existing and proposed charges attached for Members)
7. Rustington Youth Centre - Review of Rents - To consider a Schedule of proposed charges with effect from 1 April 2021
(Copy of existing and proposed charges attached for Members)
8. Rustington Museum - To note a Report from the Museum Manager
(Copy attached for Members)
9. Woodland Park Sportsfield - Clerk to report
10. Public Conveniences - Clerk to report
11. Refurbishment of the Beach Shelter & Bus Shelters - Clerk to report
12. Grounds Maintenance Contract - To consider a Report from the Deputy Clerk together with a Quotation for a further three year contract received from Barcombe Landscapes Limited
(Copy attached for Members)

13. Remembrance Sunday Wreath Laying - 8 November 2020 - Clerk to report
14. Annual Planting and Maintenance of Amenity Areas - Re-location of Floral Displays - Clerk to report
15. The War Memorial Conservation Programme - Clerk to report
16. Urgent matters arising, for information only, since the preparation of this Agenda
17. Income and Expenditure for 2019/20, 2020/21 and 2021/22 - To consider a Report prepared by the Clerk of the Council
(Copy *enclosed for Members*)
18. Dates of Future Meetings - Clerk to report