



# Rustington Parish Council

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

Tel: 01903 786420 Fax: 01903 788736

E-mail: [enquiry@rustingtonpc.org](mailto:enquiry@rustingtonpc.org) Website: [www.rustingtonpc.org](http://www.rustingtonpc.org)

---

9 February 2021

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 **Monday 15 February 2021 commencing at 6.00 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 15 February 2021 at 9.00 am**, either in writing delivered to the Parish Council Offices, via email to: [enquiry@rustingtonpc.org](mailto:enquiry@rustingtonpc.org) or by telephone: 01903 786420.

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

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 12 November 2020  
(Copy *attached*)
4. The Woodlands Centre - External - Closure of Play Area, Outdoor Fitness Equipment and MUGA due to National Lockdown - Deputy Clerk to report
5. The Woodlands Centre - Internal - Current Lettings - Progress Report
6. Samuel Wickens Centre - Current Lettings - Progress Report
7. Rustington Youth Centre - To note a Report from Emma Biffi, Arun Youth Projects Service Manager  
(Copy *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:-
  - (a) New Cleansing Contract - Clerk to report
  - (b) Replacement of Mobile Unit - Broadmark Lane - Clerk to report
11. Maintenance and Monitoring of Fire and Intruder Alarm Systems, Emergency Lighting, Fire Extinguishers and Fire Risk Assessment Reviews Contract - 1 March 2021 - 28 February 2022 - To consider proposed costings received from D-Tect Fire and Security, and Deputy Clerk to report  
(Copy *attached for Members*)
12. Request for additional Dog Waste Bin to be located at Sutton Avenue, Rustington - To note correspondence received from a Parishioner in this regard  
(Copy *attached for Members*)
13. Annual Planting and Maintenance of Amenity Areas:-
  - (a) Re-location of Floral Displays - Deputy Clerk to report
  - (b) 2021 Gardens Competition - Clerk to report
14. The War Memorial Conservation Programme - Deputy Clerk to report
15. Rustington in Bloom - Clerk to report
16. Urgent matters arising, for information only, since the preparation of this Agenda
17. Dates of Next Meeting - 7 June 2021