



Rustington Parish Council

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20 April 2021

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 26 April 2021 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 26 April 2021 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/3eblkyO>

Yours sincerely

Clerk of the Council

A G E N D A

1. The late HRH The Prince Philip, Duke of Edinburgh - To observe a one-minute's silence in his memory
2. Apologies for Absence
3. 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*
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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

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

4. To confirm the Minutes of the Monthly Meeting held on 22 March 2021
(Copy *enclosed*)
5. Sussex Police - 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 Report of the Meeting held on 15 March 2021
(Copy *previously circulated*)
11. Finance and General Purposes Committee - To receive the Report of the Meeting held on 26 April 2021 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. Future of Remote Meetings after 7 May 2021 when current Regulations enacted (Coronavirus) are scheduled to end - Clerk to report
13. To agree new dates for the following postponed Meetings:-
 - (a) Allotments Committee Meeting - 10 May 2021
 - (b) Annual Assembly of the Parish Meeting - 20 May 2021
14. To note the Attendance Records for Council and Committee Meetings for the period April 2020-March 2021
(Copy *attached for Members*)
15. Asset Register - To consider the Register as at 31 March 2021 and to approve the content as a true record
(Copy *attached for Members*)
16. Review of Insurance Provision - Clerk to report
17. To consider and Adopt the following Policies:-
 - (a) Compassionate Leave Policy
(Copy *attached for Members*)
 - (b) Time off for Dependants Policy
(Copy *attached for Members*)

- (c) Equal Opportunities and Dignity at Work Policy
(Copy attached for Members)
18. Parishioners' Award:-
- (a) Clerk to report on nominations received and to accept any further nominations from Members
 - (b) To agree a date for a 'Teams' Meeting of the Working Party to consider nominations received
19. The Queen's Platinum Jubilee - 2-5 June 2022 - Progress Report
20. Number 12 Bus Service - To note the Bus Service Statistics for March 2021
(Copy attached for Members)
21. Future of Floral Beds at Southern Water Pumping Station Site, Broadmark Lane - Clerk to report
22. Littlehampton District Lions Club - Senior Citizens Luncheon - To consider a request received in respect of the proposed 2021 Luncheon in the Village Memorial Hall, and Clerk to report
(Copy attached for Members)
23. Woodland Park Sportsfield - To consider a request received from AFC Littlehampton to hold a Six-a-Side Tournament on 10 and 11 May 2021
(Copy attached for Members)
24. Arun District Council:-
- (a) New Members Code of Conduct - To consider the new Code of Conduct as approved by the Full Council on 24 March 2021, and Clerk to report
(Copy attached for Members)
 - (b) The Reform of Planning Services - To note email correspondence between Paul Collins and Karl Roberts, Arun District Council
(Copy attached for Members)
25. West Sussex County Council:-
- (a) Consultation on Early Help Service Redesign Proposals - To consider an email received from the Partnerships and Communities Team, together with associated documentation in this connection, and Clerk to report
(Copy enclosed for Members)
 - (b) West Sussex Transport Plan Review Survey - Autumn 2020 - Feedback Summary - To note an email received from the Transport Planning and Policy Team
(Copy attached for Members)

26. Ford Energy Recovery Facility and Waste Sorting and Transfer Facility, Ford Circular Technology Park - To consider an email received from a local resident together with associated documentation (copy previously circulated)
(Copy of email attached for Members)
27. To receive Reports from Members attending other External Meetings (if any)
28. Urgent matters arising, for information only, since the preparation of this Agenda
29. 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 30
30. Public Convenience Provision - To consider a Report from the Clerk of the Council
(Copy enclosed for Members)
31. To note the following Documents and Publications previously circulated to Members:-
 - (a) Campaign to Protect Rural England - Campaigns Update - April 2021
 - (b) Census 2021 - Newsletter for Local Authority Partners Issues 21, 23 and 24
 - (c) East Preston Parish Council News - 31 March 2021, 8 April 2021 and 15 April 2021
 - (d) National Association of Local Councils - Chief Executive's Bulletin - 9 April 2021
 - (e) Royal Horticultural Society - Wild About Gardens 2021
 - (f) West Sussex County Council - News Releases - 23 March 2021 x 5, 24 March 2021, 26 March 2021, 29 March 2021, 1 April 2021, 7 April 2021, 8 April 2021, 9 April 2021, 16 April 2021 and 19 April 2021
32. To note the following Documents and Publications received for Members' information:-
 - (a) Campaign to Protect Rural England - Countryside Voice - Spring 2021
 - (b) Campaign to Protect Rural England - Fieldwork - Spring 2021
 - (c) Campaign to Protect Rural England - The 2021 Members' Guide to Attractions