



Rustington Parish Council

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21 September 2021

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 27 September 2021** in the **Village Memorial Hall** at The Woodlands Centre, Woodlands Avenue, Rustington, **commencing at 7.15 pm.**

Public Questions/Meeting Access: There will be a **Public Question Time at 7.00 pm** when Members of the Public may question the Council. It is hoped that immediate answers can be given. If this is not possible, the answers will be given at the next Meeting or, if preferred, sent direct to the questioner.

Please note: The Council is currently still limiting capacity in the Village Memorial Hall for its Meetings and, therefore, attendance by Members of the Public must be booked in advance. Please telephone the Council Offices (01903 786420) by no later than **Friday 24 September 2021 at 12 noon** to reserve a seat.

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

3. To confirm the Minutes of the Monthly Meeting held on 26 July 2021
(Copy attached)
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Working for the local Community

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4. Sussex Police - Matters Arising (if any)
 5. District Councillors - Matters Arising (if any)
 6. County Councillors - Matters Arising (if any)
 7. To receive a Verbal Report from the Clerk on any matters arising from the Minutes
 8. Chairman's Report
 9. Planning Advisory Group - To note the Reports of the Meetings held on 19 July 2021 and 17 August 2021
(Copies previously circulated)
 10. Finance and General Purposes Committee:-
 - (a) To note the Report of the Meeting held on 17 August 2021
(Copy previously circulated)
 - (b) To receive the Report of the Meeting held 27 September 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)
 11. Emergency Planning Advisory Group - To confirm the Report of the Meeting held on 17 August 2021
(Copy enclosed for Members)
 12. Annual Civic Thanksgiving & Presentation Reception - 12 September 2021 - Clerk to report
 13. Remembrance Sunday - Service and Parade:-
 - (a) Councillor Bennett to report
 - (b) To consider making financial provision to cover the costs of Road Closure Stewards, the hire of a PA System and PPE for the Event, up to a maximum of £1,200.00
 14. Community Carol Concert - 11 December 2021 - Clerk to report
 15. Queen's Platinum Jubilee Celebrations 2-5 June 2022:-
 - (a) Progress Report
 - (b) To consider making financial provision to assist with Celebratory Events and for the purchase of Commemorative Medals for the three Village Primary Schools
- Note:- This item was deferred from the Finance and General Purposes Committee Meeting held on 17 August 2021 (Minute 70/21(c) refers)**
16. Parish Council Insurance - Renewal - To consider an email received from Came & Company, incorporating details of the renewal premium 2021/2022 and offering a new Long Term Agreement until 30 September 2024
(Copy attached for Members)

17. IT/Website - To consider the Report of the Working Group Meeting held on 13 September 2021
(Copy attached for Members)
18. Christmas and New Year Opening Arrangements - To consider a Report from the Deputy Clerk of the Council
(Copy attached for Members)
19. Number 12 Bus Service - To note the Bus Service Statistics for July and August 2021, and Clerk to report
(Copy attached for Members)
20. Arun District Council - Street Trading and Markets Policy Consultation - To consider an email received from the Josh Marsh, Technical Support, Environmental Health, together with the draft Policy
(Copy previously circulated to Members)
21. West Sussex County Council - Draft West Sussex Transport Plan 2022-2036 Consultation:-
 - (a) Quiet Lanes - To consider an email received from Maureen Chaffe, ProcessMatters2
(Copy attached for Members)
 - (b) To consider whether a formal response from the Council should be made to this Consultation - Chairman and Councillor Bennett to report

Note:- This item was deferred from the last Meeting (Minute 181/21 refers)

22. Rampion 2 Project - To note an email received from the Honorary Secretary, The Littlehampton Society, together with associated documentation in this regard
(Copy enclosed for Members)
23. Urgent matters arising, for information only, since the preparation of this Agenda
24. 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 25
25. Rolling Programme of Works and Possible Capital Projects Working Group - To consider a Report of the Meeting held on 16 September 2021
(Copy enclosed for Members)
26. To note the following Documents and Publications previously circulated to Members:-
 - (a) Action in rural Sussex (AirS) Photography Competition - Sussex's Wonderful Woodlands
 - (b) Arun Wellbeing Summer 2021 Newsletter
 - (c) CAGNE - August Newsletter
 - (d) CAGNE - Gatwick 2nd Runway - Oppose Gatwick 2 for a greener future for us all
 - (e) Campaign to Protect Rural England - Campaigns Update - August 2021 and September 2021

- (f) Campaign to Protect Rural Sussex - Summer Newsletter - August 2021
- (g) Campaign to Protect Rural Sussex - Invitation to Virtual AGM - 26 September 2021
- (h) Campaign to Protect Rural England - Quiz - How much do you know about the humble hedgerow
- (i) Campaign to Protect Rural England - Through your eyes: a week in our countryside
- (j) Campaign to Protect Rural England - Is your MP a hedgerow hero?
- (k) Carers Support West Sussex - Latest News
- (l) East Preston Parish Council News - 29 July 2021, 4 August 2021, 11 August 2021, 18 August 2021, 25 August 2021, 2 September 2021 and 14 September 2021
- (m) National Association of Local Councils - Chief Executive's Bulletin - 6 August 2021, 27 August 2021 and 3 September 2021
- (n) National Association of Local Councils - Newsletter - 4 August 2021 and 8 September 2021
- (o) Rampion Expansion - Public Consultation - Reminder to have your say on Proposals for Rampion 2
- (p) Royal Horticultural Society - Blooming Brilliant News - Issues 15 and 17
- (q) St Barnabas House - LIFE Newsletter - Autumn 2021
- (r) Stonepillow's Big Sleep Out 2021
- (s) Voluntary Action Arun & Chichester - Weekly E-Bulletin Updates
- (t) WSALC - Sussex Police: Rural Crime Team Monthly Update - September 2021
- (u) West Sussex County Council - News Releases - 27 July 2021, 2 August 2021, 10 August 2021, 12 August 2021, 16 August 2021 x 2, 19 August 2021, 24 August 2021, 26 August 2021, 31 August 2021, 1 September 2021, 6 September 2021, 8 September 2021, 9 September 2021, x 3, 10 September 2021, 15 September 2021 and 16 September 2021
- (v) West Sussex Health Network News - August 2021

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

- (a) Campaign to Protect Rural England - Fieldwork - Summer 2021
- (b) Campaign to Protect Rural England - Voices - Summer 2021