



Rustington Parish Council

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22 March 2022

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 28 March 2022** in the **John de Bohun Room** at The Woodlands Centre, Woodlands Avenue, Rustington, **commencing at 7.15 pm.**

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.

Yours sincerely

Clerk of the Council

A G E N D A

1. The late Mr Bev Taylor - To observe a one-minute's silence
2. Support for Ukraine - Chairman and Clerk to report
3. Apologies for Absence
4. 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.
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5. To confirm the Minutes of the Monthly Meeting held on 28 February 2022
(Copy *enclosed*)
6. Sussex Police - Matters Arising (if any)
7. District Councillors - Matters Arising (if any)
8. County Councillors - Matters Arising (if any)
9. To receive a Verbal Report from the Clerk on any matters arising from the Minutes
10. Chairman's Report
11. Planning Committee - To note the Report of the Meeting held on 28 February 2022
(Copy *previously circulated*)
12. Finance and General Purposes Committee - To receive the Report of the Meeting held on 28 March 2022 from the Chairman of the Committee, and to consider the Recommendations contained therein
(*Finance and General Purposes Committee Agenda and associated documentation previously circulated*)
13. To agree the following changes to Meeting dates:-
 - (a) Planning Committee - 6 June 2022 to 13 June 2022
 - (b) Leisure & Amenities Committee - 6 June 2022 to 13 June 2022
14. Annual Review of the Effectiveness of the Council's Internal Audit Arrangements - To consider a Report from the Clerk of Council
(Copy *attached for Members*)
15. 2022/2023 Budget
(Copy *enclosed for Members*)
16. Annual Risk Management - To consider the Council's Risk Assessment procedures and revise, if necessary
(Copy *attached for Members*)
17. Health & Safety Policy - To review and revise the Council's Policy, if necessary
(Copy *attached for Members*)
18. Freedom of Information Act 2000 - Model Publication Scheme 2009 - To review and revise the Council's Publication Scheme
(Copy *attached for Members*)
19. Homeworking Policy - To review and revise the Council's Policy, if necessary
(Copy *attached for Members*)
20. Queen's Platinum Jubilee Celebrations - 2-5 June 2022 - To note the Report of the Public Meeting held on 22 March 2022
(Copy *enclosed for Members*)

21. Rolling Programme of Works and Possible Capital Projects:-
 - (a) Proposed Renovation/Reconfiguration/Refurbishment - The Woodlands Centre - To consider the way forward following the Presentation prior to the Meeting by the Architects, Scott Taylor Limited
 - (b) To note the Rolling Programme of Works Progress Sheet and retrospectively approve the expenditure to date
(Copy attached for Members)
22. Future of The Chaucery Memorial - To note a letter received from the Chairman, and Clerk to report
(Copy attached for Members)
23. Rustington Heritage Association - To note the Association's March 2022 Newsletter
(Copy attached for Members)
24. Request for Pedestrian Crossing - Station Road - Rustington Residents Association - To note further email correspondence in this regard
(Copy attached for Members)
25. West Sussex County Council:-
 - (a) WSCC Post-16 Transport Consultation - To consider an email received from the Post 16 Transport Team
(Copy attached for Members)
 - (b) First steps to gauge opinion on five walking and cycling improvement proposals - To consider a News Release in this regard, and Clerk to report
(Copy attached for Members)
 - (c) Draft West Sussex Transport Plan 2022-2036 Consultation Report - To note an email received from the Transport Planning and Policy Team
(Copy attached for Members)
26. West Sussex Association of Local Councils Limited - New NALC Briefing - GB1-22 Ukraine - To note an email received from Anna Beams, together with the Briefing Note
(Copy attached for Members)
27. Parliamentary Boundary Review 2023 - To consider Item 4 of the Arun District Council Briefing Note dated 18 February 2022, and Clerk to report
(Copy attached for Members)
28. Ferring Parish Council - Planning Proposals in Ferring - To note an email received from the Clerk of the Council
(Copy attached for Members)
29. Family Fun Fair - Clerk to report on a request received from Showtime Amusements to hire the North Field for a Family Fun Fair from 12-15 May 2022
(This is in addition to the Children's Fun Fair on 4 & 5 June 2022)

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) Action in rural Sussex - Newsletter - March 2022
 - (b) CAGNE - March Newsletter
 - (c) Campaign to Protect Rural England - Campaigns Update - March 2022
 - (d) East Preston Parish Council News - 2 March 2022 and 16 March 2022
 - (e) Hidden Disabilities - Latest News: The Sunflower in the Air - March 2022
 - (f) National Association of Local Councils - Chief Executive's Bulletin - 4 March 2022, 11 March 2022 and 18 March 2022
 - (g) Royal Horticultural Association - Join our new Project: Grow Well
 - (h) Royal Horticultural Association - Blooming Brilliant News: Issue 23
 - (i) Voluntary Action Arun & Chichester - Weekly E-Bulletin Update - 10 March 2022
 - (j) WSALC - Sussex Police: Rural Crime Team Monthly Update - March 2022
 - (k) West Sussex County Council - News Releases - 1 March 2022, 3 March 2022, 4 March 2022, 8 March 2022, 14 March 2022 x2, and 21 March 2022 x2
 - (l) West Sussex County Council - Coronavirus Keep West Sussex Safe - Budget and Council Tax, Support for Ukraine, Covid-19 Updates, and more
 - (m) West Sussex Health Network - Newsletter - March 2022