



Rustington Parish Council

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17 January 2023

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 23 January 2023** in the **Roger Montgomeri Room** at The Woodlands Centre, Woodlands Avenue, Rustington, **commencing at 7.15 pm.** (Please use the Council Offices' entrance at 34 Woodlands Avenue).

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. 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 28 November 2022
(Copy *attached*)
4. To confirm the Minutes of the Special Meeting held on 6 December 2022
(Copy *attached*)



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

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 Reports of the Meetings held on 14 November 2022, 5 December 2022 and 19 December 2022
(Copies previously circulated)
11. Finance and General Purposes Committee:-
 - (a) To receive the Report of the Meeting held on 19 December 2022 and to consider the Recommendations contained therein
(Copy previously circulated)
 - (b) To authorise the issue of the Precept on the Arun District Council for 2023/2024
 - (c) To receive the Report of the Meeting held on 23 January 2023 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. Annual Assembly of the Parish Meeting - 13 April 2023 - Guest Speaker - Clerk to report
13. Number 12 Bus Service:-
 - (a) To note the Bus Service Statistics for November/December 2022
(Copy attached for Members)
 - (b) Extension of Service to East Preston - Clerk to report
14. The Woodlands Centre - Proposed Major Redesign and Refurbishment Project - Progress Report
15. Arun District Council:-
 - (a) Survey of Parish Councils in Arun District - To consider an email and associated Report received from Jan Cosgrove
(Copy attached for Members)
 - (b) Changing Places Toilet - The Street - Clerk to report
 - (c) Licence Application Number: 117366 - Maxteds, 16 Worthing Road, Rustington - To note the Council's submitted response, together with subsequent email correspondence in this regard
(Copy attached for Members)

- (d) Parish Council Presentation by Trevor Leggo - To note an email received from the Electoral Services Manager, together with associated documentation in this regard, and Clerk to report
(Copy attached for Members)
 - (e) Distraction Thefts - To note an email received from the Anti-Social Behaviour Officer, Wellbeing and Communities, in this regard
(Copy attached for Members)
 - (f) Members' Allowances - To note an email received from the Committee Services Manager, together with associated documentation in this regard
(Copy attached for Members)
16. West Sussex County Council:-
- (a) New Highway Online Reporting Tool - To note an email received from the Head of Local Highways Operations, Highways, Transport & Planning Directorate, together with associated documentation in this regard
(Copy attached for Members)
 - (b) A259 Major Improvement Scheme - Progress Update - 11 January 2023
(Copy attached for Members)
17. West Sussex Association of Local Councils Limited:-
- (a) ADALC - To consider an email and attached letter received from the Chairman, and Clerk to report
(Copy attached for Members)
 - (b) Annual General Meeting - 25 November 2022 - To note the Draft Minutes of the Meeting
(Copy attached for Members)
 - (c) Provisional Local Government Finance Settlement 2023-2024 - To note an email received from Anna Beams
(Copy attached for Members)
 - (d) Seeking Examples of Success and Achievement - To note an email received from the CEO, Sussex Associations of Local Councils
(Copy attached for Members)
18. CAGNE - To receive an Invitation to join the CAGNE Aviation Town and Parish Council Forum
(Copy attached for Members)
19. Southern Water:-
- (a) Stakeholder Update and Cost of Living Support - To note an email received from the Stakeholder Engagement Manager - Sussex, together with associated documentation in this regard
(Copy enclosed for Members)

- (b) Draft Water Resources Management Plan (dWRMP) - To consider an email received from the Stakeholder Engagement Manager - Sussex
(Copy attached for Members)
20. To receive Reports from Members attending other External Meetings (if any)
21. Urgent matters arising, for information only, since the preparation of this Agenda
22. 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 23
23. Public Convenience Cleansing Contract - 2023-2026 - To consider an Extension Proposal received from Biffa, and Clerk to report
(Copy enclosed for Members)
24. To note the following Documents and Publications previously circulated to Members:-
- (a) Action in rural Sussex - December 2022 AirS Newsletter
 - (b) Action in rural Sussex - AirS Village Hall Bulletin - Warm Hubs in Sussex
 - (c) CAGNE - December Newsletter
 - (d) CAGNE - Sing with us this Christmas
 - (e) Campaign to Protect Rural England - Winter News - December 2022
 - (f) Campaigns Update - Breaking: A Planning Victory for the Countryside
 - (g) Campaign to Protect Rural England - This is a Dark Day for the Countryside and Climate
 - (h) Campaign to Protect Rural England - We are 50! CPRE Sussex Celebrates with a Sussex Review Special
 - (i) Campaign to Protect Rural England - Campaigns Update - December 2022 & January 2023
 - (j) Campaign to Protect Rural England - Early Bird Offer - CPRE Festival of Spring On-line Talks
 - (k) Carers Support West Sussex - Latest News from Carers Support West Sussex
 - (l) DLP Briefing Note 380 - Census 2021 - Housing Data
 - (m) East Preston Parish Council News - 30 November 2022, 8 December 2022, 15 December 2022, 31 December 2022, 5 January 2023 and 11 January 2023
 - (n) Hidden Disabilities - The Invisible Issue - December 2022
 - (o) National Association of Local Councils - Chief Executive's Bulletin - 2 December 2022 and 13 January 2023
 - (p) National Association of Local Councils - ICYMI: NALC Open Letter
 - (q) RHS - Communities Going the Extra Mile
 - (r) RHS - How to connect with your Community
 - (s) Southern Water - Freeze Thaw Customer Information
 - (t) St Barnabas House - Nurses' Steps 2023
 - (u) St Barnabas House - Dust off your running shoes, 2023 is here!
 - (v) VAAC - Promotion of VAAC - Flyer - December 2022
 - (w) West Sussex Association of Local Councils - Sussex Police Funding & Priorities Survey
 - (x) West Sussex County Council - New support available from Southern Water for struggling customers
 - (y) West Sussex County Council - Cost of Living Crisis - Portsmouth Water Are Here To Help

- (z) West Sussex County Council - New Citizens Advice Helplines for cost of living pressures
- (aa) West Sussex County Council - Ways to have a Healthy New You in 2023
- (bb) West Sussex County Council - Highways Transport and Planning: Major Projects Schemes - Newsletter Update
- (cc) West Sussex County Council - News Releases - 29 November 2022, 1 December 2022, 6 December 2022, 12 December 2022, 14 December 2022 x2, 15 December 2022, 16 December 2022, 19 December 2022, 21 December 2022, 30 December 2022, 3 January 2023, 5 January 2023, 6 January 2023 and 9 January 2023 x2, 10 January 2023, 12 January 2023 and 16 January 2023
- (dd) West Sussex Emergency Management - West Sussex County Council - Environment Agency Flood Warning
- (ee) West Sussex Emergency Management - West Sussex County Council - Met Office Level 3 Cold Weather Alert
- (ff) West Sussex Emergency Management - Flood Warnings - West Sussex
- (gg) West Sussex Mind - Mount Kilimanjaro Virtual Challenge Jan and Feb 2023