



Rustington Parish Council

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21 March 2023

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 27 March 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 27 February 2023
(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

4. Sussex Police:-
 - (a) To note an email received from Inspector Durkan
(*Copy attached for Members*)
 - (b) 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 Committee - To note the Report of the Meeting held on 20 February 2023
(*Copy previously circulated*)
10. Finance and General Purposes Committee - To receive the Report of the Meeting held on 27 March 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*)
11. 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*)
12. 2023/2024 Budget
(*Copy enclosed for Members*)
13. Annual Risk Management - To consider the Council's Risk Assessment procedures and revise, if necessary
(*Copy enclosed for Members*)
14. Health & Safety Policy - To review and revise the Council's Policy, if necessary
(*Copy attached for Members*)
15. Freedom of Information Act 2000 - Model Publication Scheme 2009 - To review and revise the Council's Publication Scheme
(*Copy attached for Members*)
16. Homeworking Policy - To review and revise the Council's Policy, if necessary
(*Copy attached for Members*)
17. Equal Opportunities and Dignity at Work Policy - To review and revise the Council's Policy, if necessary
(*Copy attached for Members*)

18. Number 12 Bus Service:-
 - (a) To note the Bus Service Statistics for February 2023
(Copy *attached for Members*)
 - (b) To consider an email received from Mr C Chatfield, Managing Director
(Copy *attached for Members*)
19. Coronation of King Charles III - 'Coronation' Concert - Sunday 7 May 2023 - Progress Report
20. Provision of Changing Places Toilet - The Street - Progress Report
21. The Woodlands Centre - Proposed Major Redesign and Refurbishment Project - Progress Report
22. Rustington Neighbourhood Plan - To consider an email received from Neil Homer, O'Neill Homer, in this regard
(Copy *attached for Members*)
23. Arun District Council - UK Shared Prosperity Funds - To note the District Council's News Release in this regard
(Copy *attached for Members*)
24. West Sussex County Council:-
 - (a) WSCC Draft Post-16 Transport Policy Statement 2023-2024 Consultation - To consider an email received from the Post16 Team, together with the Consultation Document
(Copy *attached for Members*)
 - (b) West Sussex Speed Limit Policy Revision - To consider an email received from Joy Dennis, Cabinet Member for Highways and Transport, together with associated documentation in this regard
(Copy *enclosed for Members*)
25. To receive Reports from Members attending other External Meetings (if any)
26. Urgent matters arising, for information only, since the preparation of this Agenda
27. 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 28
28. Christmas Lighting - To consider a Quotation received from Event Power Engineering, and Deputy Clerk and Clerk to report
(Copy *attached for Members*)
29. To note the following Documents and Publications previously circulated to Members:-
 - (a) Action in rural Sussex - March 2023 AirS Newsletter

- (b) Campaign to Protect Rural England - Campaigns Update - March 2023
 - (c) Campaign to Protect Rural England - Campaigns Update - March 2023
 - (d) Campaign to Protect Rural England - Use rooftops for solar panels and save our land for food and wildlife
 - (e) Campaign to Protect Rural England - Deposit return: a quick update
 - (f) Carers Support West Sussex - Latest news from Carers Support West Sussex
 - (g) East Preston Parish Council News - 2 March 2023, 10 March 2023 and 16 March 2023
 - (h) Hidden Disabilities Sunflower - The Invisible Issue - March 2023
 - (i) National Association of Local Councils - Chief Executive's Bulletin - 3 March 2023, 12 March 2023 and 17 March 2023
 - (j) National Association of Local Councils - NALC Events - 7 March 2023 and 9 March 2023
 - (k) National Association of Local Councils - NALC Newsletter - 8 March 2023 and 15 March 2023
 - (l) RHS - Growing confidence through art and science
 - (m) St Barnabas House - Mrs Ward, make it a Night to Remember this June
 - (n) Transport for the South East - Newsletter - March 2023
 - (o) West Sussex County Council - A259 Major Improvement Scheme - Progress Update - 11 March 2023
 - (p) West Sussex County Council - News Releases - 1 March 2023, 2 March 2023 x 3, 3 March 2023, 7 March 2023 x2, 10 March 2023 x2, 13 March 2023 x2, 14 March 2023, 15 March 2023, 16 March 2023 x2, 17 March 2023 x2 and 20 March 2023
 - (q) West Sussex Emergency Management - West Sussex County Council: Met Office Level 3 Cold Weather Alert
 - (r) West Sussex Fire & Rescue Service - News Releases - 3 March 2023 x2
30. To note the following Documents and Publications received for Members' information:-
- (a) DLP Planning Limited Briefing Note - Active Travel England