



# Rustington Parish Council

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18 April 2023

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 24 April 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. The late Mrs Margaret Clark - To observe a one minute's silence
- 2(a). Apologies for Absence
- 2(b). 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 March 2023  
(*Copy enclosed*)



**Working for the local Community**

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4. Sussex Police:-
  - (a) Matters Arising (if any)
  - (b) Summer Road Safety Briefing Recording - Clerk to report
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 Reports of the Meetings held on 13 March 2023 and 3 April 2023  
*(Copies previously circulated)*
10. Finance and General Purposes Committee - To receive the Report of the Meeting held on 24 April 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. Allotments Committee - To receive the Report of the Meeting held on 3 April 2023 and to consider any recommendations contained therein  
*(Copy enclosed for Members)*
12. Meeting Dates - To approve a change of date for the Meeting of the Leisure and Amenities Committee from 31 July 2023 to 21 August 2023
13. To note the Attendance Records for Council and Committee Meetings for the period April 2022-March 2023  
*(Copy attached for Members)*
14. Asset Register - To consider the Register as at 31 March 2023 and to approve the content as a true record  
*(Copy attached for Members)*
15. Review of Insurance Provision - Clerk to report
16. Information Security Incident Policy - To review and revise the Council's Policy, if necessary  
*(Copy attached for Members)*
17. Parishioners' Award:-
  - (a) Clerk to report on nominations received and to accept any further nominations from Members
  - (b) To agree a date for a Meeting of the Working Party to consider nominations received

18. Number 12 Bus Service:-
  - (a) To note the Bus Service Statistics for March 2023  
(*Copy attached for Members*)
  - (b) Extension of Service to East Preston - Progress Report
19. Coronation of King Charles III - 'Coronation' Concert - Sunday 7 May 2023 - Clerk to report
20. Provision of Changing Places Toilet - The Street - Progress Report
21. The Woodlands Centre - Proposed Major Redesign and Refurbishment Project - Progress Report
22. Arun District Council - NPPF & CIL Town and Parish Briefing - To note the Minutes of the Parish Briefing held on 24 February 2023  
(*Copy attached for Members*)
23. West Sussex County Council - A259 Major Improvement Scheme - Progress Update - 17 April 2023  
(*Copy attached for Members*)
24. West Sussex Association of Local Councils Limited:-
  - (a) ADALC Conference - 2 March 2023 - To note an email received from Anna Beams, ADALC Secretary  
(*Copy attached for Members*)
  - (b) Queen's Green Canopy Campaign in West Sussex - To note an email received from Anna Beams, together with an associated Report by Lady Emma Barnard, HM Lord-Lieutenant of West Sussex, in this regard  
(*Copy attached for Members*)
25. Southern Water - Pioneering Solutions to Reduce Storm Overflows 'will bring nature back to communities' - To note a Press Release in this regard  
(*Copy attached for Members*)
26. To receive Reports from Members attending other External Meetings (if any)
27. Urgent matters arising, for information only, since the preparation of this Agenda
28. To note the following Documents and Publications previously circulated to Members:-
  - (a) Campaign to Protect Rural England - Campaigns Update - April 2023
  - (b) Carers Support West Sussex - Latest News - 27 March 2023
  - (c) East Preston Parish Council News - 29 March 2023
  - (d) National Association of Local Councils - Chief Executive's Bulletin - 6 April 2023 and 14 April 2023
  - (e) National Association of Local Councils - NALC Events - 28 March 2023, 4 April 2023 and 11 April 2023

- (f) National Association of Local Councils - NALC Newsletter - 28 March 2023 and 12 April 2023
- (g) West Sussex County Council - Easter Special eNewsletter
- (h) West Sussex County Council - News Releases - 27 March 2023, 28 March 2023, 30 March 2023 x2, 14 April 2023 and 17 April 2023 x2
- (i) West Sussex Mind - Supporting Menopause in the Workplace
- (j) West Sussex Mind - Mental Health Awareness Week