



# Rustington Parish Council

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19 September 2023

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 25 September 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. Chairman of the Council:-
  - (a) To consider a Report from the Clerk of the Council  
(Copy attached for Members)
  - (b) To elect a Chairman of the Council until the Annual Meeting in 2024
  - (c) To receive the Chairman's Declaration of Acceptance of Office
  - (d) To elect a Vice-Chairman of the Council until the Annual Meeting in 2024, if appropriate
3. 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*



**Working for the local Community**

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For the Purposes of the Data Protection Act Rustington Parish Council is the Data Controller.  
VAT Registered: 946 2052 29

4. To confirm the Minutes of the Monthly Meeting held on 24 July 2023  
(Copy attached)
5. Sussex Police:-
  - (a) Matters Arising (if any)
  - (b) Arun All Parishes Meeting - 17 August 2023 - Clerk to report
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 17 July 2023 and 14 August 2023  
(Copies *previously circulated*)
11. Finance and General Purposes Committee:-
  - (a) To note the Report of the Meeting held on 14 August 2023  
(Copy *previously circulated*)
  - (b) To receive the Report of the Meeting held 25 September 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. Emergency Planning Committee - To receive the Report of the Meeting held on 14 August 2023 and to consider any recommendations contained therein  
(Copy enclosed for Members)
13. Allotments Committee - To receive the Report of the Meeting held on 21 August 2023 and to consider any recommendations contained therein  
(Copy enclosed for Members)
14. Leisure and Amenities Committee:-
  - (a) To receive the Report of the Meeting held on 21 August 2023 and to consider any recommendations contained therein  
(Copy enclosed for Members)
  - (b) Guidance and Terms and Conditions of Use for Casual and Organised Activities at the Woodlands Recreation Ground - To consider the Draft document  
(Copy attached for Members)
  - (c) To consider appointing Councillor Lee as an additional Member of the Committee - Clerk to report

15. Youth Centre - To appoint a Working Party to undertake a review of the Youth Service Provision - Clerk to report
16. Annual Governance and Accountability Return for the Year ended 31 March 2023 - To note a letter received from Moore East Midlands, together with the External Auditor's Report and Certificate  
(Copy attached for Members)
17. Parish Council Insurance - Renewal - Clerk to report
18. Annual Civic Thanksgiving & Presentation Reception - 10 September 2023 - Clerk to report
19. Number 12 Bus Service:-
  - (a) To note the Bus Service Statistics for July and August 2023  
(Copy attached for Members)
  - (b) Annual Pricing Review - To consider email correspondence with Mr C Chatfield, Managing Director  
(Copy attached for Members)
20. The Woodlands Centre - Proposed Major Redesign and Refurbishment Project - Public Consultation Events - 30 September 2023 and 3 October 2023 - Clerk to report
21. Rustington Sports and Social Club - Renewal of Lease - Clerk to report
22. Middleton-on-Sea Parish Council - Network for Neighbourhood Planning - To consider a letter received from the Parish Clerk  
(Copy attached for Members)
23. Arun District Council:-
  - (a) Changing Places Toilet Unit - Progress Report
  - (b) Licensing Act 2003 - Blind Veterans UK Rustington, Princess Marina House, 57-59 Seafeld Road, Rustington - Application for a Premises Licence - Clerk to report
24. Rampion 2 Offshore Wind Farm:-
  - (a) Application accepted for Examination by Planning Inspectorate - To note an email received from Chris Tomlinson, Development & Stakeholder Manager  
(Copy attached for Members)
  - (b) The Rampion 2 Offshore Wind Farm Order 202X - To consider a letter received from Rampion Extension Development Limited, together with associated documentation in this regard  
(Copy attached for Members)
  - (c) Press Release regarding Rampion 2 Acceptance from Protect Coastal Sussex - To note an email received from the Secretary, Protect Coastal Sussex, together with a Press Release in this regard  
(Copy attached for Members)

25. Southern Railway - West Coast Timetable - Proposed Changes - Summer 2023 - Clerk to report  
(Copy attached for Members)
26. Public CPR & AED Familiarisation Sessions - Clerk to report
27. To receive Reports from Members attending other External Meetings (if any)
28. Urgent matters arising, for information only, since the preparation of this Agenda
29. To note the following Documents and Publications previously circulated to Members:-
  - (a) Action in rural Sussex - Summer 2023 Newsletter
  - (b) CAGNE - Gatwick Airport 2<sup>nd</sup> Runway - What noise you can expect with 2 runways
  - (c) CAGNE - Gatwick Airport 2<sup>nd</sup> Runway - Registration is open
  - (d) CAGNE - What residents will hear with 2 runways
  - (e) Campaign to Protect Rural England - Campaigns Update - August and September 2023
  - (f) Campaign to Protect Rural England - Newsletter - July and August 2023
  - (g) Campaign to Protect Rural England - Our Green Belt needs your help
  - (h) Carers Support West Sussex - Latest News - 25 July 2023 and 29 August 2023
  - (i) Chestnut Tree House - Mrs Ward, could you trek the Sahara?
  - (j) Chestnut Tree House - A Summer of making memories
  - (k) East Preston Parish Council News - 1 August 2023, 10 August 2023, 16 August 2023, 24 August 2023, 30 August 2023, 6 September 2023 and 14 September 2023
  - (l) ERTA - Guildford-Horsham Rail Reopening 1
  - (m) National Association of Local Councils - Chief Executive's Bulletin - 27 July 2023, 3 August 2023, 10 August 2023, 17 August 2023, 24 August 2023, 31 August 2023 and 7 September 2023
  - (n) National Association of Local Councils - NALC Events - 25 July 2023, 8 August 2023, 22 August 2023 and 12 September 2023
  - (o) National Association of Local Councils - Newsletter - 26 July 2023, 2 August 2023, 16 August 2023 and 13 September 2023
  - (p) Royal Horticultural Association - Sharing the Summer harvest
  - (q) Royal Horticultural Association - Join the RHS Big Food Share!
  - (r) SEE Newsletter - September 2023
  - (s) SGN - SGN Engage - Shaping Our Plans Together
  - (t) St Barnabas House - Mrs Ward, could you run for local hospice care?
  - (u) St Barnabas House - Thanks to your support, we can continue to help people like Fiona
  - (v) St Barnabas House - Can you help people like Daphne?
  - (w) St Barnabas House - The importance of art in hospice care
  - (x) Turning Tides - Wake up to homelessness
  - (y) West Sussex County Council - Cheap and free bus travel across West Sussex - Bus it! Special edition
  - (z) West Sussex County Council - Urgent Need for New Hosts under HfU Scheme
  - (aa) West Sussex County Council - Highways, Transport and Planning - Major Projects Biannual Newsletter
  - (bb) West Sussex County Council - News Release - 27 July 2023, 31 July 2023, 1 August 2023, 4 August 2023, 21 August 2023, 22 August 2023, 29 August 2023, 31 August 2023 x2, 1 September 2023, 4 September 2023, 6 September 2023 12 September 2023, 14 September 2023 x2 and 15 September 2023

- (cc) West Sussex County Council - Residents' eNewsletter - 17 August 2023 and 14 September 2023
- (dd) West Sussex Emergency Management - Amber Heat-Health Alert for parts of England, including the Southeast

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

- (a) Chestnut Tree House - 'Chestnuts' Newsletter - Autumn 2023
- (b) St Barnabas House - 'Life' Newsletter - Autumn 2023