

## RUSTINGTON PARISH COUNCIL

**MINUTES:** of the Monthly Meeting held on 29 July 2024

**PRESENT:** Councillors J Bennett (Chairman), Mrs V Allen, Mrs C Broomfield, M Broomfield, J Ceiriog-Hughes, Mrs A Cooper, A Cooper, Mrs P Gregory, R Grevett, G Lee, Ms L Lloyd, Mrs S Partridge, Ms M Revell, D Rogers and P Warren

**In attendance:** Mrs C Ward (Clerk of the Council), Ms R Costan (Deputy Clerk of the Council), Mrs C Harris (Finance Manager/RFO) and Mrs E Lamb (PA to Clerk)

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### **186/24      APOLOGIES FOR ABSENCE**

There were no apologies for absence.

### **187/24      DECLARATIONS OF INTEREST**

Councillor Mrs Cooper declared a personal interest in Minute 191/24. She remained in the Meeting during consideration of this item.

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Councillor Ms Lloyd declared a personal interest in Minute 191/24. She remained in the Meeting during consideration of this item.

Councillor Mrs Partridge declared a personal interest in Minute 191/24. She remained in the Meeting during consideration of this item.

### **188/24      MINUTES**

The Minutes of the Monthly Meeting held on 24 June 2024 were signed by the Chairman as a correct record.

### **189/24      MINUTES**

The Minutes of the Special Meeting held on 1 July 2024 were signed by the Chairman as a correct record.

### **190/24      CHANGE TO ORDER OF ITEMS ON THE AGENDA**

The Council AGREED to vary the order of the Agenda by considering Item 19 as the next item on the Agenda.

*(Prior to consideration of the following item, Councillors Mrs Cooper, Cooper, Ms Lloyd and Mrs Partridge had declared a personal interest as Members of the Arun District Council)*

### **191/24      ARUN DISTRICT COUNCIL - ADDITIONAL BEACH HUTS IN THE ARUN DISTRICT**

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The Clerk said that she had previously circulated an email received from Sam Horwill, Property, Estates and Facilities Manager, together with associated documentation in this regard.

She then reported that she had received in excess of 60 representations from parishioners and, in particular, residents of properties on the Overstrand Estate, objecting to the proposal.

Following a detailed discussion, the Council RESOLVED that a detailed letter of objection, encompassing the major concerns raised by residents, together with the Council's own sentiments, and in particular, the lack of parking provision, toilet and refreshment facilities within a reasonable distance, loss of visual amenities and quiet enjoyment for the residents of the Overstrand Estate, the total adverse change to the character of the open space greensward at this location, not to mention the fact that any such proposal would be in conflict with Policy 3 of the Rustington Neighbourhood Plan, should be submitted to the District Council. It was also AGREED that all of the representations received should be enclosed and referred to as part of the Council's submission.

It was further AGREED that the letter should state that the Council was wholeheartedly in support of all of the representations from members of the public that were enclosed therein.

#### **192/24      CASUAL VACANCY**

The Clerk referred to Minute 165/24 and said that she had previously circulated the applications received from four candidates for the Casual Vacancy in the East Ward.

She then said that, unfortunately, two of the candidates, namely Ms Taylor and Mr Street, had both withdrawn their applications earlier in the day.

#### ***The Meeting was adjourned at this juncture***

The Chairman then invited the applicants who were present at the Meeting, namely Mrs Stevens and Mr Warrington, to make brief personal presentations to the Council.

#### ***The Press and Public were asked to leave the Meeting at this juncture***

The Council then considered all of the aforementioned Presentations, alongside the written applications received.

#### ***The Meeting resumed at this juncture and the Press and Public were invited to re-join the Meeting***

Members of the Council were each given a voting paper on which to select their preferred candidate by signing against the appropriate name. These papers were then collected and checked by the Council Personnel in attendance at the Meeting.

The Chairman then declared that by a majority vote, Mrs Stevens was the successful candidate.

The Council then RESOLVED that Mrs Stevens be co-opted to the Council to fill the Vacancy in the East Ward.

The Chairman thanked both of the candidates for attending and said that he hoped that Mr Warrington would remain interested should any further vacancies arise.

#### **193/24      SUSSEX POLICE**

Apologies for absence had been received from Sergeant West and PCSO Raju.

#### **(a)      Matters Arising**

The Clerk said that she had received an update from Sergeant West on 5 July 2024 in respect of the 'homeless' individual in the Village as follows:-

- *Community Protection Warning served 6/7 July 2024*

She said that the above had been served following a number of anti-social behaviour issues in the Village which had resulted in the individual concerned being arrested.

She concluded by advising that, as far as she was aware, he was no longer present in the Village.

The Council was pleased to NOTE this information.

**(b) Arun All Parishes Meeting - 28 June 2024 and 26 July 2024**

The Clerk advised that, unfortunately, the Council had not been able to be represented at the most recent Meeting on 26 July 2024. She said that Inspector Wickings had, however, advised her following the Meeting that there had not been anything of particular concern to report on.

Councillor Lee then reported on his attendance at the previous Meeting held on 28 June 2024. He said that whilst he had nothing of any significance to report, Inspector Wickings had advised that there had been a big spike in both 999 and 101 calls. He also advised that the Enforcement Team had been scrapped, but Bognor, Littlehampton and Chichester all had an additional 2 PCs.

He then said that the latest crime figures online indicated a small increase to 74, with the bulk of that number relating to shoplifting. He added that PCSO Raju had subsequently provided a break down on crime figures from 1-23 July 2024 as follows:-

Vehicle Crime	5
Theft	1
Criminal Violence	3
Burglary	3
Scam	3
Shoplifting	1
Criminal Damage	2
Anti-Social Behaviour	19

The Council NOTED this information and conveyed its thanks and appreciation to Councillor Lee.

**194/24 DISTRICT COUNCILLORS**

Apologies for absence had been received from Councillors Ms Edwards and Gunner.

Councillor Mrs Partridge advised the Council that she had made her own representation, in her capacity as a District Councillor for Rustington, objecting to the proposal to install beach huts on the seafront in Rustington and East Preston.

Councillor Mrs Cooper then reported as follows:-

- *Policy and Finance Committee - At last Meeting, the Parish Council's request for funding for a new item of play equipment had not been agreed, due to the fund being oversubscribed, and other bids being determined as being higher priorities*
- *New Chief Executive commenced her employment with the District Council on 29 July 2024.*

The Council NOTED this information and the Chairman thanked Councillors Mrs Partridge and Mrs Cooper for their Reports.

## **195/24**      **COUNTY COUNCILLORS**

Councillor Mrs Cooper reported on County Council issues as follows:-

- Children and Young People's Services Scrutiny Committee (CYPSSC) and Health and Adults Services Scrutiny Committee (HASC) - Agreed to establish a Task and Finish Group (TFG) to scrutinise the actions and response to the health areas of improvement identified by the Local Area SEND Inspection as outlined in the Strategic Action Plan - This had been drawn up in response to the Inspection findings - Committee agreed to establish a cross cutting TFG with HASC to carry out this scrutiny

The purpose of the TFG was to:-

- Assess how the NHS-related areas for improvement identified in the Inspection Report were addressed within the Strategic Action Plan
- Gain assurance from NHS organisations that there were clear timelines and milestones in place to monitor the progress of the improvement plans
- Identify if there were any health areas of the improvement plan where scrutiny could add value (and if so, when and what the focus of this should be)

The TFG will produce a final Report which would be presented to the subsequent meetings of CYPSSC and HASC for consideration. The conclusions would also be shared with NHS Sussex Integrated Care Board

- Climate Action and Adaption Plan published - An initial roadmap to 2030 carbon reduction target - Plan focuses on the specific actions and achievements from 2024-2027
- West Sussex Records Office - New Website launched.

Councillor Mrs Partridge asked if it was still possible to visit the Records Office. Councillor Mrs Cooper said that it was still possible to visit the Records Office by appointment.

The Chairman then asked Councillor Mrs Cooper if she had any more information in respect of the lack of Special Educational Needs' Schools in the County. She said that information in this regard should come out of targets. He then said that one of the Village Primary Schools had applied to open a Special Needs Hub but had been informed that there was not sufficient need for such a facility. Councillor Mrs Cooper asked if he could ask the School concerned to send this response on to her and she would investigate this further.

The Council NOTED the above information and the Chairman thanked Councillor Mrs Cooper for her Report.

## **196/24**      **CLERK'S REPORT**

### **(a)      Rustington Short Mat Bowls Club**

The Clerk reported the receipt of a letter of thanks and appreciation from Rustington Short Mat Bowls Club in respect of the reduction in Hall Hire costs and the donation of wine for the Charity Bowls Event held on 6 July 2024, in aid of the British Heart Foundation.

The Council was pleased to NOTE this information.

**(b) Blind Veterans UK - Retiring Collection - 80<sup>th</sup> Anniversary of D-Day Concert**

The Clerk reported the receipt of an email conveying thanks and appreciation for the proceeds of the Retiring Collection at the 80<sup>th</sup> Anniversary of D-Day Concert.

The Council was pleased to NOTE this information.

**(b) Grant Aid**

The Clerk reported the receipt of emails and letters of thanks and appreciation from the following recipients of Grant Aid:-

Air Ambulance Charity Kent Surrey Sussex  
Arun Community Transport  
Arun Youth Aqua Centre  
Chichester Diocesan Association for Family Support Work  
4 Sight Vision Support  
Home-Start Arun, Worthing and Adur  
Lavinia Norfolk Centre Charitable Trust  
Men's Walk Talk  
Rustington Community Primary School PTA  
Rustington Heritage Association  
Tyler's Trust

**197/24 CHAIRMAN'S REPORT**

The Chairman reported on his official representation and attendance at Meetings, Events and Functions since the last Monthly Meeting as follows:-

- Littlehampton Town Council - Armed Forces Day Parade - 29 June 2024
- Rustington Street Fayre - 6 July 2024
- Presentation of Awards to Winners/Runners Up - ArtWorks Art Competition - 6 July 2024
- Judging - 2024 Annual Gardens Competition - 10 July 2024

He also thanked Councillors Mrs Cooper and Cooper for Judging the 2024 Annual Gardens Competition, and in particular, the two Schools' entries.

The Council NOTED this information.

**198/24 PLANNING COMMITTEE**

The Council NOTED the Reports of the Planning Committee Meetings held on 3 June 2024 and 1 July 2024.

**199/24 FINANCE AND GENERAL PURPOSES COMMITTEE**

The Council received the Report of the Finance and General Purposes Committee Meeting held on 29 July 2024. (Verbal Report from the Chairman of the Committee).

The Council RESOLVED that the Recommendations contained in the Report of the Finance and General Purposes Committee Meeting held on 29 July 2024 be APPROVED.

**200/24 PAYMENT OF ACCOUNTS - AUGUST RECESS**

The Council AUTHORISED the Finance and General Purposes Committee to deal with any urgent matters that might arise, in addition to the payment of accounts during the August recess.

**201/24 ANNUAL CIVIC THANKSGIVING & PRESENTATION RECEPTION -  
13 OCTOBER 2024**

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The Clerk reminded Members that the Annual Civic Thanksgiving Service was scheduled to be held on Sunday 13 October 2024, with St Joseph's Catholic Church hosting the Service.

She said that the Chairman, Mrs Lamb and herself were due to meet with Deacon Adrian Burnett on 6 August 2024 to finalise arrangements. She confirmed that the Civic Reception and Award Presentations would, as in previous years, be held in the Village Memorial Hall at The Woodlands Centre, following the Church Service.

The Clerk reminded Members that Juliet Robinson, one of the recipients of the Individual Parishioners' Award had now indicated her preference in respect of the Award. She said that the recipient of the Group Parishioners' Award, Worthing and District Community First Responders, had also indicated their Award preference. The other recipients of the Individual Award, Jan & Roger Elliman, had yet to indicate their preference.

She then reminded the Council that an invitation would again, be sent to all of the recipients of the Parishioners' Award, and also to the Winners in the Gardens Competition, to attend the Civic Service and Presentation Reception to receive their Awards.

The Council was pleased to NOTE this information and, following a brief discussion, RESOLVED that the Clerk should continue to liaise with the Chairman regarding the detailed arrangements for both the Service and the Civic Reception and Presentations.

**202/24 HONORARY FREEDOM OF THE PARISH**

The Clerk referred to Minute 185/24 and said that the Chairman and Vice-Chairman had visited Mr Tyler and advised him of the Council's decision to confer the Freedom of the Parish on him with immediate effect.

She said that it was now hoped that a small Reception and Award Ceremony could be held on the afternoon of Saturday 31 August 2024, in the Community Hall at the Samuel Wickens Centre, with Members, Graham's Family and close friends being invited to join Mr Tyler to celebrate this momentous occasion. She said that the aforementioned date would be subject to the family's agreement. She confirmed that once the date had been agreed, invitations would be sent out, hopefully within the next week or so, but it was anticipated that the Event would take place from 3.00 pm to 5.00 pm.

She said that she was in the process of ordering a Framed Scroll and Gilt Medal for the Chairman to present to Mr Tyler on the day.

The Council was pleased to NOTE this information.

**203/24 THE WOODLANDS CENTRE - PROPOSED MAJOR REDESIGN AND  
REFURBISHMENT PROJECT**

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The Clerk referred to Minute 168/24 and said she was currently in the process of trying to arrange for a Meeting of the Working Party to take place, to consider information received from Adrian Burgess of AMA, who the Council had contracted to project manage the installation of the new power supply to the Centre, and to agree the way forward.

She said that the information received included the estimated cost of the works required, excluding the UKPN cost of just under £24,000.00, and this far exceeded what had been anticipated by all of the Consultants involved.

The Council was concerned to NOTE this information.

**204/24**      **RUSTINGTON NEIGHBOURHOOD PLAN**

The Clerk referred to Minute 170/24 and reported that Mr Tilbury would be meeting with the Working Party on 27 September 2024, to advise Members on his thoughts in respect of whether the Neighbourhood Plan needed to be amended in any major way at the present time, and to discuss the changes that Members believed might need to be made, prior to providing a Report on the best way forward for subsequent consideration by the Council.

The Council NOTED this information.

**205/24**      **COMMUNITY TRANSPORT WORKING PARTY MEETING - 27 JUNE 2024**

The Clerk said that a Meeting of the Working Party had taken place on 27 June 2024, at which the Deputy Clerk and herself, had provided some basic information that they had obtained on community transport schemes and options.

She said that the Working Party had agreed that other community transport options should continue to be researched by the Deputy Clerk and herself, but that at the present time this was not a priority item for the Council.

The Council NOTED this information.

**206/24**      **SOLAR PANELS - REACH (RENEWABLE ENERGY ACCESS FOR COMMUNITIES AND HOUSEHOLDS)**

Councillor Lee reported that the Project had been successful in receiving a grant of £40,000.00 from the Community Energy Fund and the partners were now progressing with the planning for the Project. He said that expressions of interest had been received from between 40 and 50 home owners in East Preston and Angmering.

He then advised the Council that he had arranged for a Public Meeting to take place on the evening of Tuesday 1 October 2024 at the Samuel Wickens Centre, from 7.00 pm to 8.00 pm. He said that he hoped Members would be able to find the time to attend the Meeting to become more familiar with the concept of the Project.

The Council NOTED this information.

**207/24**      **SAFETY OF LITHIUM-ION BATTERIES AND E-BIKES AND SCOOTERS**

The Clerk referred to Minute 175/24 and reminded Members that she had previously circulated further emails from Ron Bailey, Researcher for Lord Foster, House of Lords, together with associated Documentation. She said that she had also subsequently sent two additional emails to all Members.

She said that the Private Members' Ballot would now be being held on 5 September 2024, but if Council's were so minded they could write to their MP and ask them to commit in advance to adopting the Bill if successful in the Ballot.

The Council NOTED this information and AGREED to take no further action in this regard at the present time.

**208/24**      **RUSTINGTON SPORTS AND SOCIAL CLUB MANAGEMENT COMMITTEE**

Councillor Ms Revell reported on her attendance at the Meeting of the Management Committee held on 27 June 2024.

Councillor Bennett and Ms Revell then both reported on their attendance at the Annual General Meeting held on 18 July 2024. They said that no changes had been made to the Committee Membership for the ensuing year.

They said that the next Meeting was scheduled to be held on 15 August 2024.

The Council NOTED this information.

**209/24      COUNCILLORS' SURGERY - 27 JULY 2024**

Councillors Mrs Cooper and Ms Revell reported on their attendance at the Councillors' Surgery held on 27 July 2024, which had been well attended by nine parishioners, who had all raised various issues and concerns, including the usage criteria for the new Changing Places Toilet Unit, the future of Zachary Merton Hospital, Arun District Council proposal for additional Beach Huts in front of the Overstrand Estate, request for Seagull and Fox Friendly Litter Bins, and a request for clearance/cleaning of footpath from Station Road to Guildford Road.

The Council was pleased to NOTE this information.

**210/24      NEW MP - ALISON GRIFFITHS**

Councillor Cooper reported that the newly elected MP, with responsibility for Bognor Regis and Littlehampton, which included Rustington, Alison Griffiths, had spoken at length at a recent District Council Meeting.

The Council NOTED this information.

**211/24      TRAVELLERS IN THE DISTRICT**

The Clerk reported that a large group of Travellers had moved into the Arun District, from the Adur District, on the afternoon of Sunday 28 July. She said that they had initially moved in to the ASDA Car Park in Littlehampton Road, Ferring, but had subsequently moved out of the Car Park towards the Woodland Park Sportsfield.

She said that as advance warning of the temporary whereabouts of the group had been received, MS Services had been asked to supply an operative with vehicle to block the entrance to the Sportsfield, initially for a 24-hour period, which had proved to be the cause of much congestion as the Group could not access the Sportsfield.

The Group then moved on to the Broadstrand at Rustington, before illegally/forcibly entering The Wave Leisure Centre Car Park and the Green at Littlehampton via the Banjo Road entrance.

She said that, as far as she was aware, they were still present in both of the above-mentioned locations but it was anticipated that they would be moving in the very near future.

She advised that, accordingly, the Security Operative duties blocking the entrance to the Woodland Park Sportsfield had been extended for a further 24-hour period until 6.30 pm on 30 July 2024. She said that the Woodlands Recreation Ground was also vulnerable, as 'scouts' had been seen in its vicinity on several occasions during that day. She said that, with this in mind, it might be necessary at some point, to add another Security Operative to block the entrance to the 'Sports and Social Club' Car Park at the end of Jubilee Avenue, in particular.

She concluded by saying that all of this unanticipated expenditure might have to be borne from balances, if this proved to be necessary. The Council NOTED this information and AGREED that the Clerk, in consultation with the Chairman, should be AUTHORISED to make urgent expenditure in an effort to prevent the current Group of Travellers in the District from accessing any of the Council's facilities.



The Council NOTED the following Documents and Publications previously circulated for Members' information:-

- (a) BRTA - Newsletter No. 56 July-August 2024
- (b) CAGNE - July Bulletin
- (c) Carers Support West Sussex - Latest News
- (d) Chestnut Tree House - How Christopher is defying all the odds
- (e) Chestnut Tree House - Your support gives children amazing Summers!
- (f) CPRE - Campaigns Update - July 2024
- (g) East Preston Parish Council News - 26 June 2024, 5 July 2024 and 11 July 2024
- (h) National Association of Local Councils - Chief Executive's Bulletin - 27 June 2024, 4 July 2024, 18 July 2024 and 25 July 2024
- (i) National Association of Local Councils - NALC Events - 25 June 2024 and 25 July 2024
- (j) National Association of Local Councils - Newsletter - 26 June 2024, 3 July 2024, 10 July 2024, 17 July 2024 and 24 July 2024
- (k) RHS - Community stories & Summer support
- (l) St Barnabas House - How knitted hearts are bringing people together
- (m) St Barnabas House - Closing midnight - Register for Night to Remember
- (n) St Barnabas House - Thank you for lighting up the night with us
- (o) Sussex By The Sea Tourism - Summer News Sussex By The Sea
- (p) WSALC & ESALC Newsletter Launch - Summer Newsletter
- (q) West Sussex County Council - Busit! - Special Edition - Big adventures and low fares in West Sussex this Summer!
- (r) West Sussex County Council - Highways, Transport and Planning - News and Updates
- (s) West Sussex County Council - News Release - 25 June 2024 x2, 27 June 2024, 28 June 2024, 2 July 2024, 8 July 2024, 15 July 2024, 16 July 2024 x2, 19 July 2024 x2, 23 July 2024, 25 July 2024 and 26 July 2024 x2
- (t) West Sussex County Council - Residents eNewsletter - Summer holiday fun in the sun, preventing falls, advice on care funding, and more!

**There being no further business the Meeting concluded at 20.50 pm.**

**Chairman:** .....

**Date:** .....

*During the Public Question Time held prior to the commencement of the formal proceedings, the following issues/concerns were raised by Parishioners:-*

- (a) *Arun District Council Proposal for Additional Beach Huts - In front of Overstrand Estate, Rustington - Requests for Parish Council to object in the strongest terms to support the sentiments of the parishioners and, in particular, the residents of properties on the Overstrand Estate.*