



Rustington Parish Council

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22 October 2024

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 28 October 2024** 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. Welcome to new Member - Councillor Mrs C Stevens
2. Apologies for Absence
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*

You then need to re-declare your interest at the commencement of the item or when the interest becomes apparent

4. To confirm the Minutes of the Monthly Meeting held on 23 September 2024
(Copy attached)



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:-
 - (a) Matters Arising (if any)
 - (b) Arun All Parishes Meeting - 1 October 2024 - 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 9 September 2024 and 7 October 2024
(Copies previously circulated)
11. Finance and General Purposes Committee - To receive the Report of the Meeting held 28 October 2024 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. Allotments Committee - To receive the Report of the Meeting held on 7 October 2024 and to consider any Recommendations contained therein
(Copy enclosed for Members)
13. Appointment of Committees:-
 - (a) Planning - One Vacancy
14. Diary Dates 2025 - To consider and agree the dates of Meetings and Events for 2025
(Copy attached for Members)
15. Community Carol Concert - 14 December 2024 - Clerk to report
16. Remembrance Sunday - Parade and Service - To note the details and timings for the Parade and Service at the War Memorial and Councillor Bennett to report
(Copy attached for Members)
17. Annual Civic Thanksgiving & Presentation Reception - 13 October 2024 - Clerk to report
18. Honorary Freedom of the Parish Presentation and Reception - 5 October 2024 - Clerk to report
19. The Woodlands Centre - Proposed Major Redesign and Refurbishment Project - Progress Report
20. Number 12 Bus Service - To note further email correspondence with Mr Chris Chatfield, Director, Compass Travel
(Copy attached for Members)

21. Rustington Neighbourhood Plan Review - To consider a Report from the Working Party Meeting held on 27 September 2024
(Copy attached for Members)
22. 80th Anniversary of VE Day - 8 May 2025 - To consider a Report from the Working Party Meeting held on 17 October 2024
(Copy attached for Members)
23. The Chaucery Memorial - 80th Anniversary - 17 February 2025 - Clerk to report
24. Arun District Council:-
 - (a) Proposed Additional Beach Huts - Consultations - Chairman of the Council to report on Economy Committee Meeting held on 22 October 2024
 - (b) Advice re Predetermination - To note an email received from Daniel Bainbridge, Group Head of Law & Governance
(Copy attached for Members)
 - (c) Section 106 Funds Data - To note an email received from Ros Bentley, Planning Contributions & Data Analysis Officer, together with associated documentation in this regard
(Copy of email only attached for Members)
 - (d) Application for a Pavement Licence - Broadmark Café and Bar, 8 Broadmark Parade, Broadmark Lane, Rustington - Licence Application Number: 120205 - Clerk to report
(Email dated 18 September 2024 previously circulated)
25. West Sussex County Council:-
 - (a) West Sussex Fire & Rescue Service - To consider an email received from Richard Abbot, Area Manager for Strategic Risk & Improvement, and Clerk to report
(Copy attached for Members)
 - (b) West Sussex Highway Network Management Plan - Stakeholder Consultation - To consider an email received from the Senior Programme Manager
(Copy attached for Members)
26. West Sussex Association of Local Councils Limited - Annual General Meeting and Conference - 4 November 2024 - To note an email received from Anna Beams, together with associated documentation, and Clerk to report
(Copy attached for Members)
27. Safety of Lithium-ion Batteries and E-Bikes and Scooters - To note a further email received from Ron Bailey, Researcher for Lord Foster, House of Lords, together with associated documentation
(Copy attached for Members)
28. To receive Reports from Members attending other External Meetings (if any)
29. Urgent matters arising, for information only, since the preparation of this Agenda

30. To note the following Documents and Publications previously circulated to Members:-

- (a) Carers Support West Sussex - Latest News
- (b) Chestnut Tree House - How to be there for someone experiencing baby loss
- (c) CPRE - Campaigns Update - October 2024
- (d) East Preston Parish Council News - 10 October 2024 and 17 October 2024
- (e) Hidden Disabilities Sunflower - Important information for Sunflower Business Members
- (f) Home-Start Arun, Worthing & Adur - We answer the cries you don't hear
- (g) National Association of Local Councils - Chief Executive's Bulletin - 26 September 2024 and 3 October 2024
- (h) National Association of Local Councils - Events - Local Council Award Scheme - Introducing the new criteria
- (i) National Association of Local Councils - Newsletter - 25 September 2024 and 2 October 2024
- (j) National Association of Local Councils - NALC Website - 24 September 2024 and 1 October 2024
- (k) Office of Alison Griffiths MP - Press Release - 8 October 2024 and 10 October 2024
- (l) St Barnabas House - Lifting the spirits, one visit at a time
- (m) St Barnabas House - Remember your loved ones this Christmas
- (n) Turning Tides - You're invited to our Annual Meeting
- (o) Utility Aid - Community Matters Fund is now open
- (p) West Sussex County Council - News Release - 24 September 2024 x2, 25 September 2024, 27 September 2024, 4 October 2024, 7 October 2024 x2, 11 October 2024, 15 October 2024, 17 October 2024 x2, 18 October 2024, 21 October 2024 and 22 October 2024
- (q) West Sussex County Council - Recycling Special Edition - 10 October 2024
- (r) West Sussex County Council - Residents' eNewsletter - October 2024
- (s) West Sussex County Council - West Sussex 16-20 Bus Saver Survey Poster

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

- (a) CPRE - Countryside Voices - Autumn/Winter 2024