



Rustington Parish Council

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22 July 2025

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 28 July 2025** in the **Roger Montgomeri Room** at The Woodlands Centre, Woodlands Avenue, Rustington, **commencing at 7.00 pm.** (Please use the Council Offices' entrance at 34 Woodlands Avenue).

There will be a **Public Question Time at 6.45 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 23 June 2025
(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

4. Sussex Police:-
 - (a) Matters Arising (if any)
 - (b) Arun All Parishes Meeting - 18 July 2025 - 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 2 June 2025 and 30 June 2025
(Copies previously circulated)
10. Finance and General Purposes Committee - To receive the Report of the Meeting held on 28 July 2025 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. To authorise 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
12. Annual Civic Thanksgiving & Presentation Reception - 21 September 2025 - Clerk to report
13. The Woodlands Centre - Proposed Major Redesign and Refurbishment Project:-
 - (a) To consider and approve the following Resolution:-

At the Rustington Parish Council Meeting held on 28 July 2025, it was resolved to seek the approval of the Secretary of State for Housing, Communities and Local Government, to apply for borrowing approval for a Loan of £550,000.00 over the borrowing term of 15 years for Phase 1 of the Re-design and Refurbishment of The Woodlands Centre Project. The estimated annual loan repayments will be £53,693.00 (payable on a six-monthly basis - two equal payments per annum)

Provision of £20,000.00 has been made in the current financial year to cover 50% of the estimated annual repayment, which did not necessitate any increase in the Council Tax Precept on the previous year. The estimated balance, namely £6,846.50, will be borne from the Council's General Fund Balance

It is also intended to increase the Council Tax Precept for the purpose of the estimated future loan repayments, commencing in the financial year 2026/2027, by 4.48% which is the equivalent of an additional £33,693.00 per year

The total estimated cost of Phase 1 to be £771,703.10, with the balance of the funding required, namely £221,703.10, being borne from the Council's Reserves

- (b) To consider an email received from Scott Taylor, together with a Fee Proposal for Project Management Services for Phase 1 of the Project - Clerk to report
(Copy attached for Members)
- 14. Review of Youth Provision Working Party - Progress Report
- 15. Rustington In-Bloom - Progress Report from Councillor Lee
- 16. 80th Anniversary of V J Day - 15 August 2025 - Clerk to report
- 17. Zachary Merton Hospital - Next Steps - To note a letter received from Mike Jennings, Deputy Chief Executive, Sussex Community NHS Foundation Trust, and Clerk to report on the Meeting held with Mr Jennings on 17 July 2025
(Copy attached for Members)
- 18. Link Scheme Holdings Limited - Request for reconsideration of outcome of assessment of cash access in Rustington - Chairman to report on a Teams Meeting held on 10 July 2025 with LINK in this regard
- 19. Blind Veterans UK - To note a letter received from Barry Coupe, Chair
(Copy attached for Members)
- 20. Arun District Council:-
 - (a) Devolution and Local Government Re-organisation Update July 2025
(Copy attached for Members)
 - (b) Local Government Re-organisation (LFR) in West Sussex - Stakeholder Engagement and Evaluation Process:-
 - (i) To consider a letter received from Dawn Hudd, Chief Executive
(Copy attached for Members)
 - (ii) To consider a Report of the Meeting held on 17 July 2025 from Councillor Bennett, and to note a subsequent email received from Dawn Hudd, together with associated information
(Copy attached for Members)
 - (iii) To consider the Council's response to the Survey and/or a separate representation in respect of the four shortlisted options selected for evaluation, if appropriate, and Clerk to report
 - (c) Western Sussex Rivers Trust Event - Availability - To consider an email received from Jonathan Letendrie, Project Support Officer, Climate Change, and Clerk to report
(Copy previously circulated to Members via email on 1 July 2025)
- 21. West Sussex County Council:-
 - (a) West Sussex Fire and Rescue Service - Launch of Public Consultation - Proposals for next Community Risk Management Plan - To consider an email received from the Interim Chief Fire Officer, together with comments on the Plan received from Councillor Warren, and Clerk to report
(Copy attached for Members)

- (b) Street Lighting - Parish Maintenance and Energy 1 April 2024 - 31 March 2025 - To note an email, together with associated documentation received from Simon Osborne, Traffic Signals and Street Lighting Team
(*Copy attached for Members*)
 - (c) Driving towards a greener future with next phase of EV chargepoint sites agreed - To note a News Release dated 2 July 2025, and Clerk to report
(*Copy previously circulated to Members via email on 2 July 2025*)
22. To receive Reports from Members attending other External Meetings (if any)
23. Urgent matters arising, for information only, since the preparation of this Agenda
24. To note the following Documents and Publications previously circulated to Members:-
- (a) Arun District Council - News Release - 15 July 2025, 16 July 2025 and 17 July 2025
 - (b) CAGNE - July Bulletin
 - (c) Carers Support West Sussex - Latest News
 - (d) Chestnut Tree House - The summer holidays are all about making memories!
 - (e) East Preston Parish Council News - 25 June 2025, 3 July 2025 and 9 July 2025
 - (f) National Association of Local Councils - Chief Executive's Bulletin - 26 June 2025, 3 July 2025, 10 July 2025 and 17 July 2025
 - (g) RHS - Your July Gardening Update
 - (h) Rustington Residents Association - July 2025 Newsletter
 - (i) St Barnabas House - Take a summer stroll and made memories this summer
 - (j) St Barnabas House - Get a head start on your school's festive planning
 - (k) St Barnabas House - How Adrian's memory lives on through his photographs
 - (l) St Barnabas House - What could be better than a summer stroll?
 - (m) West Sussex County Council - Emergency Management - UKSA and Met Office Amber Heat-Health Alert is in effect between 12PM on 11/07/2025 until 9AM on 14/07/2025
 - (n) West Sussex County Council - Health and Wellbeing Summer Special eNewsletter
 - (o) West Sussex County Council - Highways, Transport and Planning - News and Updates - 25 June 2025
 - (p) West Sussex County Council - News Release - 2 July 2025, 4 July 2025, 7 July 2025, 8 July 2025, 10 July 2025 x3, 16 July 2025 and 17 July 2025 x3