

24 May 2019

Dear Councillor (and Parishioners for information)

LEISURE AND AMENITIES COMMITTEE

YOU ARE HEREBY SUMMONED to attend a Meeting of the above Committee to be held on **Thursday 30 May 2019** in the **Roger Montgomeri Room** at The Woodlands Centre, Woodlands Avenue, Rustington, commencing at **6.00 pm**. (Please use the Council Offices' entrance at 34 Woodlands Avenue).

Yours sincerely

Clerk of the Council

To: All Members of the Leisure and Amenities Committee and other Members for information

A G E N D A

1. Election of Chairman
2. Election of Vice-Chairman
3. Apologies for Absence
4. Declarations of Interest

Members 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 personal and/or prejudicial/pecuniary interest at the commencement of the item or when the interest becomes apparent

5. Familiarisation of Leisure and Amenities Facilities - Clerk to report
6. To approve the Minutes of the Meeting held on 7 February 2019
(*Copy attached*)
7. To consider further such matters as arise from the Minutes
8. To appoint Representatives to serve on the following Sub-Committees:-
 - (a) Rustington Museum (6 Members)
 - (b) Rustington Youth Centre (5 Members)
 - (c) Sports Facilities (5 Members)
9. To appoint Representatives to serve on the following Working Parties:-
 - (a) The Woodlands Centre Rolling Programme of Works (4 Members)
10. Woodlands Recreation Ground:-
 - (a) Weed Management Programme - Progress Report
 - (b) Re-lining of Car Park - Progress Report
 - (c) Re-painting of Basketball Court/Kickabout Area - Progress Report
 - (d) South and South East in Bloom 2019 - Progress Report
11. The Woodlands Centre:-
 - (a) Current Lettings - Progress Report
 - (b) Review of Charges for Layouts' Service - Clerk to report
 - (c) Reconfiguration and Redecoration of Council Offices - Clerk to report
 - (d) Possible installation of Air Conditioning Units in Council Offices and Roger Montgomeri Room - To consider estimates received from SMC Air Conditioning, and Clerk to report
(*Copy attached for Members*)
12. Samuel Wickens Centre:-
 - (a) Current Lettings - Progress Report
 - (b) Major Hirer Review - Clerk to report
 - (c) Polycarbonate Protective Panelling and Redecoration - Progress Report
13. Rustington Youth Centre:-
 - (a) To receive the Report of the Sub-Committee Meeting held on 4 April 2019 and to consider the Recommendation/s contained therein (if appropriate)
(*Copy attached for Members*)
 - (b) New Lighting - To consider an estimate received from Owen Electrical and Lighting
(*Copy attached for Members*)
 - (c) Boiler - New Flue Gas Collector - To consider a quotation received from Paine Manwaring, together with an explanatory email from the Senior Administrative Officer
(*Copy attached for Members*)

14. Rustington Museum - To receive the Report of the Sub-Committee Meeting held on 4 April 2019 and to consider the Recommendation/s contained therein (if appropriate) (*Copy attached for Members*)
15. Woodland Park Sportsfield:-
 - (a) Extension of Lease - Progress Report
 - (b) A259 Widening/Site Clearance - Progress Report
 - (c) West Sussex County Council - (A259 Littlehampton Corridor Improvement) - Compulsory Purchase Order 2019 - To note letters received from Gail Rowley, Chartered Legal Executive, together with associated documentation (*Copy attached for Members*)
 - (d) Arun District Council - Planning Application A/57/19/PL - Erection of 2.5m high wire mesh security fencing with entrance gates to form a secure compound to contain a pre-fabricated GRP kiosk to house a new gas pressure regulator (governor) - Clerk to report
16. Public Conveniences - Churchill Car Park Toilets - Periodic Steam Cleaning and proposed Refurbishment by Store Property Investments Limited - Clerk to report
17. Refurbishment of Bus Shelters and Beach Shelter - Clerk to report
18. Public Seats - Progress Report
19. Annual Planting and Maintenance of Amenity Areas - Centenary of WW1 Themed Floral Beds - Silent Soldiers - Clerk to report
20. Future of War Memorial and surrounding area - To consider quotations received from Marks of Respect, Minters Paving and David Grace, and Clerk to report (*Copies to follow for Members*)
21. Public Noticeboards - Clerk to report
22. Remembrance Sunday Parade and Service - 10 November 2019 - Clerk to report
23. Urgent matters arising, for information only, since the preparation of this Agenda
24. Date of Next Meeting - 1 August 2019