

22 January 2019

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 28 January 2019** in the **Roger Montgomeri Room** at The Woodlands Centre, Woodlands Avenue, Rustington, commencing at **7.15 pm**.

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**

### **AGENDA**

1. Apologies for Absence
2. Declarations of Interest by Members

*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 interest and the nature of the interest at the commencement of the item or when the interest becomes apparent*

3. To confirm the Minutes of the Meeting held on 26 November 2018  
*(Copy attached)*

4. Sussex Police:-
  - (a) To receive a Report from PCSO Hannah Pipkin (if in attendance)
  - (b) Matters Arising (if any)
  - (c) Neighbourhood Policing Concerns - To note the letter to the Chief Constable and the Sussex Police & Crime Commissioner from the Eastern Arun Area Parish and Town Councils  
(Copy *attached for Members*)
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 26 November 2018, 17 December 2018 and 7 January 2019  
(Copies *previously circulated*)
10. Finance and General Purposes Committee:-
  - (a) To note the Report of the Meeting held on 17 December 2018  
(Copy *previously circulated*)
  - (b) To receive the Report of the Meeting held on 28 January 2019 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. Allotments Committee - To receive the Report of the Meeting held on 7 January 2019 and to consider any Recommendation/s contained therein  
(Copy *enclosed for Members*)
12. Rustington Museum at the Samuel Wickens Centre - Progress Report
13. Rustington-In-Bloom:-
  - (a) Progress Report
  - (b) To note the Minutes of the Meeting held on 9 January 2019  
(Copy *attached for Members*)
14. Rustington Heritage Association - To note the Newsletter - No. 143 - December 2018  
(Copy *attached for Members*)
15. Remembrance Sunday - To consider an email received from Mrs J Bulley  
(Copy *attached for Members*)
16. The Royal British Legion Poppy Appeal - To note a letter received from Shane Crowhurst, Head of Poppy Appeal, and Clerk to report  
(Copy *attached for Members*)

17. Number 12 Bus Service:-
  - (a) To note the statistics for November 2018  
(Copy attached for Members)
  - (b) To consider email correspondence with the Managing Director of Compass Travel and the Senior Transport Passenger Transport Planner, Highways and Transport, West Sussex County Council  
(Copy attached for Members)
18. Redesigned/New Website - To consider quotations received from Mr P Collins, Process Matters2 and Vision ICT  
(Copies attached for Members)
19. Rustington Sports and Social Club - Rent Review - Progress Report
20. Zachary Merton Community Hospital and Land/Assets of Community Value - To arrange a Meeting of the Working Party at the request of the Chairman of the Council
21. Arun District Council:-
  - (a) Arun Local Plan 2011-2031 (Adopted July 2018) - Clerk to report
  - (b) Arun Annual Forum - Save the Date! - To note an email received from Ms Jackie Follis, Group Head of Policy  
(Copy attached for Members)
  - (c) Non-Strategic Site Allocations Development Plan Document and Neighbourhood Plans Summary Position - To note a letter received from Kevin Owen, Planning Policy Team Leader, together with an email received from Councillor Warren in this regard  
(Copies attached for Members)
22. West Sussex County Council - 'What If' Community Project - To consider an email received from Christopher Scott, Resilience & Emergencies Team Adviser, together with associated documentation, and Clerk to report  
(Copy attached for Members)
23. Sussex and Surrey Associations of Local Councils - Weekly Bulletins - To note the Weekly Bulletins received  
(Copy enclosed for Members)
24. National Association of Local Councils:-
  - (a) Model Financial Regulations (England) - To consider the adoption of the Model Financial Regulations (England) with modifications, and Clerk to report  
(Copy attached for Members)
  - (b) Chief Executive's Bulletins - To note the Weekly Bulletins received since the last Monthly Meeting  
(Copy attached for Members)
25. Littlehampton Town Council - To receive an Invitation to the Mayor's Musical Charity Gala Performance 'Curtain Up! The Sequel!' at the Windmill Theatre, Littlehampton on 9 March 2019  
(Copy attached for Members)

26. To receive Reports from Members attending other External Meetings (if any)
27. Urgent matters arising, for information only, since the preparation of this Agenda
28. Finance and General Purposes Committee - To receive the Report of the Meeting held on 7 January 2019 and to consider the recommendations contained therein  
*(Copy previously circulated with Finance and General Purposes Agenda for 28 January 2019)*
29. To authorise the issue of the Precept on the Arun District Council for 2019/2020
30. To note the following Documents and Publications received for Members' information:-
  - (a) Arun and Chichester Citizens Advice Research and Campaigns Newsletter - January 2019
  - (b) East Preston Parish Council - News - 22 November 2018, 30 November 2018, 4 December 2018, 18 December 2018 and 2 January 2019
  - (c) Rustington Heritage Association - Newsletter - No. 143 - December 2018
  - (d) West Sussex County Council - E-Newsletter - December 2018 and January 2019
31. Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that because of the confidential nature of the business to be transacted, the Public and the Press leave the Meeting during consideration of Agenda Item 32
32. Church Farm Cottages - The Way Forward - Progress Report