

19 March 2019

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 25 March 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

A G E N D A

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 25 February 2019
(Copy attached)

4. Sussex Police:-
 - (a) To receive a Report from PCSO Hannah Pipkin (if in attendance)
 - (b) Matters Arising (if any)
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 Report of the Meeting held on 25 February 2019
(Copy previously circulated)
10. Finance and General Purposes Committee - To receive the Report of the Meeting held on 25 March 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. Annual Review of the Effectiveness of the Council's Internal Audit Arrangements - To consider a Report from the Clerk of Council
(Copy attached for Members)
12. 2019/2020 Budget
(Copy enclosed for Members)
13. Annual Risk Management - To consider the Council's Risk Assessment procedures and revise, if necessary
(Copy to follow for Members)
14. Health & Safety Policy - To review the Council's Policy, if necessary
(Copy to follow for Members)
15. Annual Assembly of the Parish Meeting - Guest Speaker - Progress Report
16. Sale of Church Farm Cottages - Progress Report
17. Rustington Museum at the Samuel Wickens Centre - Progress Report
18. Rustington-In-Bloom:-
 - (a) Progress Report
 - (b) To note the Minutes of the Meetings held on 20 February 2019 and 13 March 2019
(Copies attached for Members)
19. Future of Remembrance Sunday Parade and Service - Progress Report

20. Number 12 Bus Service:-
 - (a) To note the statistics for February 2019
(Copy *attached for Members*)
 - (b) Progress Report
21. Redesigned/New Website - To consider further Report from the IT Working Party
(Copy *attached for Members*)
22. Rustington Street Fayre - 8 June 2019 - Council 'Surgery' Table - To consider an Invitation to have a pitch at the Street Fayre and Clerk to report
(Copy *attached for Members*)
23. Arun District Council - Updating the Local Assessment Procedure - To note an email and associated documentation received from Liz Fitcher, Group Head of Council Advice and Monitoring Officer
(Copy *enclosed for Members*)
24. West Sussex County Council:-
 - (a) Joint Eastern Arun Area Committee - To note the Agenda for the Meeting held on 5 March 2019, together with the Minutes of the Meeting held on 6 November 2018
(Copy *enclosed for Members*)
 - (b) Public Rights of Way (PRoW) Annual Update - To note a letter and associated information, received from Councillor Deborah Urquhart, Cabinet Member for Environment
(Copy *attached for Members*)
 - (c) 'What If' Community Resilience Project Presentation - 14 March 2019 - Clerk to Report
25. Sussex and Surrey Associations of Local Councils:-
 - (a) SALC Meeting with Chief Constable of Sussex Police - To consider an email received from the Office, Training & Events Manager
(Copy *attached for Members*)
 - (b) West Sussex Civilian and Military Partnership Board - Respect and Remember - To consider a letter received from the Chief Executive
(Copy *attached for Members*)
 - (c) Weekly Bulletins - To note the Weekly Bulletins received
(Copies *attached for Members*)
26. National Association of Local Councils - Chief Executive's Bulletins - To note the Weekly Bulletins received since the last Monthly Meeting
(Copies *attached for Members*)
27. To receive Reports from Members attending other External Meetings (if any)
28. Urgent matters arising, for information only, since the preparation of this Agenda

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

- (a) East Preston Parish Council News - 28 February 2019 and 13 March 2019
- (b) West Sussex County Council - E-Newsletter - March 2019