

16 July 2019

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 22 July 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 24 June 2019
(Copy attached)
4. Sussex Police - 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 Reports of the Meetings held on 17 June 2019 and 1 July 2019
(Copies previously circulated)
10. Finance and General Purposes Committee - To receive the Report of the Meeting held on 22 July 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. To authorise the Finance and General Purposes Committee to settle the Accounts during the August recess
12. Allotments Committee - To receive the Report of the Meeting held on 15 July 2019 and to consider all recommendations contained therein, and Clerk to report
(Copy enclosed for Members)
13. Museum Sub-Committee - To receive the Report of the Sub-Committee Meeting held on 18 July 2019 and to consider the Recommendation/s contained therein
(Copy to follow for Members)
14. Annual Civic Thanksgiving & Presentation Reception - 8 September 2019 - Clerk to report
15. Sale of Church Farm Cottages:-
 - (a) Progress Report
 - (b) To authorise the Clerk to act on behalf of the Council up to and including the completion of the sale
16. Rustington Museum at the Samuel Wickens Centre - Progress Report
17. The Oak Community Project - To note an email and associated letter received from the Senior Estates Surveyor
(Copy attached for Members)
18. Rustington-In-Bloom:-
 - (a) Progress Report
 - (b) To note the Minutes of the Meeting held on 12 June 2019
(Copy attached for Members)

19. New Website - To consider a recommendation from the IT/Website Working Party to agree to the new Website going live with effect from 23 July 2019
20. Compliance with GDPR - Appointment of Data Protection Officer - To consider an email received from the Council's Data Protection Officer, Mrs M Chaffe, Processmatters2
(Copy attached for Members)
21. Number 12 Bus Service - To note the Number 12 Bus Service Statistics for June 2019
(Copy attached for Members)
22. Brookside Memorial Garden - Possible Path Clearance - To consider email correspondence with Mrs S Sula in this regard
(Copy attached for Members)
23. Replacement Boiler - Rustington Youth Centre - To consider Estimates received from Paine Manwaring, and Clerk to report
(Copy attached for Members)
24. Rustington Platinum Club - Possible Memorial in Garden - To consider a request received from Ms P Luxton, Secretary
(Copy attached for Members)
25. Men In Sheds - Village Notice Boards - Clerk to report
26. 2019 Community Carol Concert - To consider a letter received from Mrs P Jackson, The Melodians
(Copy attached for Members)
27. East Arun Health Services Authority Group - Progress Report
28. Arun District Council:-
 - (a) Planning Policy Consultations:-
 - (i) To consider an email received from the Planning Policy Team Leader
(Copy attached for Members)
 - (ii) Public Open Space and Arun Parking Standards Supplementary Planning Documents Consultation - To consider an email received from the Planning Policy Team Leader in this regard, together with an email received from Councillor Warren
(Copies attached for Members)
 - (iii) Arun Gypsy and Traveller and Travelling Showpeople Site Allocations Development Plan Document (G&T DPD) Consultation 2019 - To consider a letter received from the Planning Policy Team Leader, together with the Consultation Document
(Copy enclosed for Members)
 - (iv) Arun District Design Guide Supplementary Planning Document (SPD) - Parish and Town Council Consultation - To consider an email received from Rachel Hough, Town Planner, BDP, together with associated documentation
(Copy attached for Members)

- (b) Licensing Act 2003 - Notice of Application for Variation of a Premises Licence - Iceland, 14 Churchill Parade, Rustington - To note an email received from The Licensing Team in this regard
(Copy attached for Members)
 - (c) Street Naming Consultation - To consider an email received from Dan Carman, Land Charges Manager
(Copy attached for Members)
29. West Sussex County Council:-
- (a) West Sussex Governance Committee Working Group - To consider an email received from Nick Burrell, Senior Advisor, Democratic Services
(Copy attached for Members)
 - (b) Town and Parish News - Issue 4 - July 2019
(Copy attached for Members)
30. Sussex and Surrey Associations of Local Council - Weekly Bulletins - To note the Weekly Bulletin 25-2019, 26-2019 and 28-2019
(Copy enclosed for Members)
31. National Association of Local Councils - Chief Executive's Bulletins - To note the Bulletins dated 14 June 2019, 21 June 2019, 28 June 2019, 5 July 2019 and 12 July 2019
(Copies enclosed for Members)
32. CAGNE - News Flash - Gatwick 3 Runway Expansion Plans - To note an email received in this regard
(Copy attached for Members)
33. To receive Reports from Members attending other External Meetings (if any)
34. Urgent matters arising, for information only, since the preparation of this Agenda
35. To note the following Documents and Publications received for Members' information:-
- (a) East Preston Parish Council News - 19 June 2019, 27 June 2019 and 9 July 2019
 - (b) Rustington Residents Association - Topics - May 2019
 - (c) West Sussex County Council - News Release - Sensory Differences Conference - 15 July 2019
 - (d) West Sussex County Council - News Release - Shoreham Pre-Inquest Review Hearing - 15 July 2019