

## **RUSTINGTON PARISH COUNCIL**

**MINUTES:** of the Monthly Meeting (remote) held on 27 April 2020

**PRESENT:** Councillors J Street (Chairman), J Bennett, Mrs C Broomfield, M Broomfield, Mrs K Callaghan, J Ceiriog-Hughes, M Clayden, Mrs A Cooper, A Cooper, Mrs P Gregory, R Grevett, Mrs S Partridge, D Rogers, G Tyler and P Warren

---

Prior to the commencement of the formal business of the Meeting, the Clerk advised that the Meeting would be being recorded (audio) via Microsoft Teams, for the purpose of ensuring clarity for the Minutes, as well as to enable Members of the Public to have access to discussions on specific items if requested. She said that the recording would be dispensed with as soon as the Minutes had been approved by the Council at the next Meeting.

She then advised the Council that the Chairman would manage the Meeting with clear instructions and requests to Members. She said that Members should indicate their desire to speak on any item, by placing a message in 'Chat' in Teams. This would ensure that anyone wishing to speak on an Agenda Item is given the opportunity to do so.

### **69/20      APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Santer (Personal Commitment). This apology was accepted by the Council.

### **70/20      DECLARATIONS OF INTEREST**

Councillor Bennett declared a personal interest in Minute 80/20. He remained in the Meeting during consideration of this item and took part in the discussion and vote thereon.

Councillor Tyler declared a prejudicial and pecuniary interest in Minute 81/20. In the absence of any discussion in respect of this item, which related to work already undertaken satisfactorily, he remained in the Meeting.

Councillor Bennett declared a personal interest in Minute 92/20. He remained in the Meeting during consideration of this item and took part in the discussion and vote thereon.

Councillor Mrs Broomfield declared a prejudicial and pecuniary interest in Minute 92/20. She remained in the Meeting during consideration of this item but took no part in the discussion or vote thereon.

Councillor Broomfield declared a prejudicial and pecuniary interest in Minute 92/20. He remained in the Meeting during consideration of this item but took no part in the discussion or vote thereon.

Councillor Clayden declared a personal interest in Minute 92/20. He remained in the Meeting during consideration of this item and took part in the discussion and vote thereon.

Councillor Mrs Cooper declared a personal interest in Minute 92/20. She remained in the Meeting during consideration of this item and took part in the discussion and vote thereon.

Councillor Street declared a prejudicial and pecuniary interest in Minute 102/20. He remained in the Meeting during consideration of this item but took no part in the discussion or vote thereon.

Councillor Tyler declared a prejudicial and pecuniary interest in Minute 102/20. He remained in the Meeting during consideration of this item but took no part in the discussion or vote thereon.

**71/20**

**TEMPORARY CHANGES TO STANDING ORDERS**

The Clerk referred to the possible need to make temporary changes to Standing Orders as required due to, and dependant upon, the everchanging advice from the National Association of Local Councils during the current Coronavirus (Covid-19) Pandemic. She said that, with this in mind, she would like the Council to consider authorising her to make any changes necessary, which could then be retrospectively approved at the next Meeting in May 2020.

She confirmed that Standing Orders would be used to guide this and any subsequent Meetings in a similar way as if persons were present at an appropriate location, and said that the approved Standing Orders would apply in respect of Conduct at Meetings.

The Council RESOLVED that the Clerk should be AUTHORISED to make any temporary changes to Standing Orders, as deemed necessary, to reflect Government Legislation on Remote Meetings during the Coronavirus (Covid-19) Pandemic, for retrospective approval at the Annual Meeting on 18 May 2020.

**72/20**

**CANCELLED MONTHLY MEETING - 23 MARCH 2020**

The Council retrospectively APPROVED the Decisions made via email correspondence in respect of the business that was due to be transacted at the cancelled Monthly Meeting scheduled to be held on 23 March 2020. The Clerk reminded Members that the Minutes of the Meeting held on 24 February 2020 had been informally approved at that time. These were signed by the Chairman as a correct record.

A copy of the above Decisions, together with the Minutes of the Meeting held on 24 February 2020 are attached and form a part of these Minutes.

**73/20**

**TRIAL MEETING - 6 APRIL 2020**

The Council retrospectively APPROVED the Notes and the Decisions made at the Trial Meeting held on 6 April 2020.

A copy of the Notes and the Decisions are attached and form a part of these Minutes.

**74/20**

**CORONAVIRUS (COVID-19) - COUNCIL OPERATION**

The Clerk advised Members that she was continuing to check on the welfare of all of the Parish Council Personnel on a weekly basis.

She then referred to the Council's key Contractors, including Ferring Nurseries, Tram Security, Sigma Plumbing, Barcombe Landscapes and South Coast Cleaning. She said that, at the present time, Tram Security was continuing to provide a full contracted service. She said that, with effect from 8 April 2020, the Public Toilets in the Churchill Car Park had been re-opened, and Sigma Plumbing was cleaning and maintaining this unit. She also referred to Barcombe Landscapes and South Coast Cleaning and said that whilst both Companies were still undertaking certain works, the costs to the Council would be reduced accordingly. As far as Ferring Nurseries was concerned, she understood that, again, the service for the Council would continue to be provided, within the confines of the resources that were available to the Nurseries, and fees would be charged accordingly.

She then referred to the position in respect of Sigma Plumbing and reminded Members that all of the Public Toilet units had, initially been closed, as agreed by the Council, as the Contractor had been self-isolating for a period of two weeks in accordance with Government guidance. She said that this period had concluded on 4 April 2020, and following Council instruction, he had resumed his duties, albeit on a reduced basis due to the operation of only one unit, on 8 April 2020. She then asked the Council to consider how it wished to deal with payment, in respect of this service, for the month of April 2020.

Following a detailed discussion, the Council NOTED all of the above information and RESOLVED that Sigma Plumbing should be paid a reduced sum to reflect the two-week period from 21 March 2020 to 4 April 2020, when none of the Public Toilet units were open, but that the full contracted fee should be paid from that date.

It was further AGREED that the remaining three toilet units should be re-opened as soon as practicably possible in line with the terms of the Contract.

## **75/20        SUSSEX POLICE**

### **(a)    Anti-Social Behaviour and Criminal Incidents**

The Clerk said that whilst there had, to her knowledge, not been any further reports of anti-social or criminal incidents in respect of any of the Council's facilities, the problem of the 'rough sleeper/s' in the Village was continuing, with representations being received on a daily basis by a number of Members and via the Council's Facebook Page and telephone calls to the Council's Offices.

She said that representations being received from members of the public included:-

- *Extreme concern, frustration and anger that the rough sleeper/s is still sitting outside of Tesco Express in Rustington, flouting all Government guidance in respect of social distancing, handling cash, leaving rubbish strewn all over the place and, generally, presenting a health and safety hazard to both himself and anyone passing him*
- *The fact that the above-mentioned individual has moved/or been moved, does not change any of these concerns. In fact, as his belongings are now blocking the entrance/exit to flats above Tesco Express how is anybody able to access these without being at risk to the Covid-19 virus*
- *Why this individual should be allowed to ignore Government guidance without penalty, when everyone else is not*
- *Why is this individual permitted to beg when this is surely a criminal offence*
- *People are feeling intimidated by his presence but most are loathed to report this to the Police, as they feel nothing will be done*
- *That the 'new' rough sleeper outside of Iceland is certainly preventing members of the public from exercising social distancing, in line with Government guidance, and so surely is, like the individual outside of Tesco Express, breaking the law*
- *Both of the above individuals are not adhering to social distancing Government guidance as they have been seen sitting 'huddled' together with no distance between them*
- *Advice has been forthcoming on a number of occasions that that the aforementioned individual has already been offered accommodation opportunities with immediate effect, yet he seems to be 'pulling the wool' over the eyes of all Agencies who have the ability to take some legislative action.*

She confirmed that the Police and the Anti-Social Behaviour Team at the Arun District Council were fully aware of all of the above representations but, to date, the position remained the same in that there was still at least one 'rough sleeper' in the Village at all times, although at times this number increased to two or three.

Councillor Mrs Gregory then reported in detail, in her capacity as the Arun District Council Cabinet Member for Housing, on the progress being made in this regard, by all Agencies involved.

### **(b)    Office of the Police and Crime Commissioner - Virtual Consultation Session**

The Clerk reminded Members that the Chairman and Councillor Cooper, together with the Assistant Clerk and herself, would be participating in a Virtual Consultation Session with the Office of the Police and Crime Commissioner on Wednesday 29 April 2020. She advised that a number of Members had responded to the Survey Monkey set up by the Chairman, and these responses would be fed in to the Consultation

which was, quite obviously from the set questions, directed around the Police service, action and presence, during the Coronavirus Pandemic.

She said that she felt sure that the discussions would centre around the problems being experienced in Rustington as a result of the 'rough sleeper/s' and the public perception that very little action was being taken to temporary accommodate and 'move on' the individual/s involved, who were the cause of much concern and anxiety to members of the public, as the Government guidance on 'social distancing' was not being observed by them.

She said that she would report back to the next Meeting on any progress that had been made as a result of the Consultation.

The Council NOTED this information.

**(c) Matters Arising**

There were no other matters arising at the present time.

The Council NOTED this information.

**76/20 DISTRICT COUNCILLORS**

The Clerk reported that an apology had been received from Councillor Tilbrook.

The Clerk advised that the following Report had been previously received and circulated to all Members from District Councillors Bennett, Mrs Gregory and Tilbrook:-

- *Due to the Coronavirus lockdown, Meetings for the last several weeks have been cancelled by the Council. However starting next week formal Arun Meetings will be back underway virtually starting with Cabinet next Wednesday. This will be followed by Meetings of the Development Control and Annual Full Council Meeting. These will use the Zoom software. Members of the public can still submit questions in writing to the Meetings but these will be read out by the Chairman at the Meeting not by the member of the public themselves. The Meetings will also be webcast*
- *According to a Survey by Sky News, Arun is the area with the highest compliance with social distancing in the country and anecdotally from the public spaces monitored by the Council, the vast majority of the public are following the guidelines. However, we are one of the areas in the country with the highest numbers of people potentially vulnerable to the virus so it is important that this continues to be maintained*
- *The vast majority of Arun staff have moved to working from home. 11 are currently self isolating due to potential exposure to the virus. There has been one medically confirmed case of the virus of an Arun employee with the virus, although a number of other staff have self isolated with symptoms over the past few weeks and completed the 14 day quarantine period*
- *In terms of finance the sudden impact of the virus has cost the Council an extra £600K already. We have received some support from central government. This has amounted however to only £64K so far, as the vast majority of government money has gone to County Councils so far. In response to this, along with other District Councils, Arun have been pushing central government to increase support for districts in future funding packages*
- *There has been a strong uptake in the grants provided by Arun to local businesses during this crisis. The vast majority of the local homeless population has been housed in temporary accommodation, with a small number either unwilling to be housed or have not been located by Arun*

- *Due to staffing issues during the early stages of the crisis, Biffa were unable to fulfil some waste collection routes. However they have been working as normally again for the past couple of weeks and are at their closest to normal working capacity in terms of staff this last week*
- *Arun have also been posting regularly on different social media channels, including doing weekly updates on Facebook Live from the Leader of the Council and appearances in the local media and press*

Councillor Mrs Cooper then reported as follows:-

- *Arun Residents' Survey - 1,800 Completed with results anticipated by 22 June 2020*
- *Many issues with obtaining the Small Business Grants - Some businesses who applied as early as 4 April 2020 still waiting for response*

Councillor Bennett also reported as follows:-

- *Remote Meetings of the Cabinet and Development Control Committee being held on 29 April 2020 and 26 & 27 May 2020 respectively*
- *Annual Council being planned for 20 May 2020*

Councillor Cooper, in his capacity as the Chairman of the Rustington Chamber of Trade and Commerce said he was receiving a large number of representations from businesses who had not had an income for five weeks and were still awaiting a Small Business Grant. He said that whilst he was sure that the District Council was doing its very best to respond to applications, a number of people were in dire straits and becoming desperate during the current unprecedented crisis, and needed immediate help.

The Council NOTED this information.

## **77/20      COUNTY COUNCILLORS**

The Clerk reported that an apology had been received from Councillor Purchase, and there was, therefore, no Report available for the Meeting.

The Council NOTED this information.

## **78/20      CLERK'S REPORT**

The Clerk said that she had nothing to report at the present time.

## **79/20      CHAIRMAN'S REPORT**

The Chairman reported that he had uploaded a Facebook Message on the Council's Operation, etc., on 10 April 2020. He said that he hoped to do a second Message at the beginning of May 2020.

The Council was pleased to NOTE this information.

*(Prior to consideration of the following item Councillor Bennett had declared a personal interest in his capacity as Chairman of the Arun District Council's Development Control Committee)*

## **80/20      PLANNING COMMITTEE**

The Council NOTED and APPROVED retrospectively the Decisions made via email correspondence in respect of the business that was due to be transacted at the cancelled 16 March 2020 and 6 April 2020 Meetings.

A copy of the Decisions are attached and form a part of these Minutes.

*(Prior to consideration of the following item Councillor Tyler had declared a prejudicial and pecuniary interest as Mr P Collins was his son-in-law)*

## **81/20      FINANCE AND GENERAL PURPOSES COMMITTEE**

The Council retrospectively APPROVED the payment of the Monthly Accounts (April 2020).

## **82/20      MEMBERS' ATTENDANCE RECORD**

The Council NOTED the Attendance Record for Council and Committee Meetings for the period from April 2019 to March 2020 inclusive, which excluded all cancelled Meetings and Virtual On-Line Meetings held during Coronavirus (Covid-19) (March 2020).

## **83/20      ASSET REGISTER**

The Council considered the Asset Register as at 31 March 2020, which had been previously circulated, and the Clerk reported that this was as up-to-date as practicably possible, and had been looked at by the Council's Internal Auditor who was satisfied with its content, although she had raised the issue of the figures shown not corresponding to the Council's insurance cover. She said that as far as the insurance cover was concerned, taking account that the Garden Room had yet to be removed from the Policy, the Council was currently some £9,500.00 over-insured, and this was in the process of being addressed and rectified, as far as practicably possible, with the Council's Insurers.

Following a further discussion, the Council RESOLVED unanimously that the Asset Register as at 31 March 2020 should be APPROVED as a correct record. A copy of the Register is attached and forms a part of these Minutes.

Councillor Grevett referred to the Sports and Social Club Building and the fact that it appeared to have a £1.00 nominal value as a Council asset, when he felt that there should be a true value contained within the Register.

The Clerk said that the Finance Manager/RFO would look into this with the Council's Insurance Brokers and Internal Auditor and amend the Asset Register if necessary.

## **84/20      REVIEW OF INSURANCE PROVISION**

The Clerk reported that the Council's current Insurance provision had last been reviewed, with the Council's Insurers in January 2020 and, whilst the current situation was that the Council was over-insured in respect of contents, she was of the opinion that the total provision would more than cover all losses in the event of any unforeseen incidents.

She reminded the Council that Meetings were held with the Council's Insurance Brokers on at least a six-monthly or annual basis, when additions, amendments and deletions were made. She assured the Council that the Finance Manager/RFO and herself were in regular contact with the Brokers by telephone and email.

The Council NOTED this information and RESOLVED unanimously that, with the exception of reducing the over-insured amount, in respect of the contents insurance, as much as possible, no major amendments should be made to the insurance provision at the present time.

**85/20      PARISHIONERS' AWARD**

The Clerk referred to Minute 112/19 and reminded the Council, that one of the 2019 nominations had been held in abeyance until 2020 at the request of the nominee.

She then reported that in addition to this nomination, two other nominations for the individual award had been received, and one nomination (from two nominators) had been received for the group/organisation award. She said that a Meeting of the Working Party would now need to be convened to consider the nominations received.

Following a brief discussion, the Council AGREED that a Meeting of the appointed Members of the Working Party, namely Councillors Mrs Broomfield, Mrs Gregory, Mrs Partridge, Rogers and Street, should be held remotely (via Microsoft Teams) on Monday 4 May 2020 at 10.00 am, to consider the nominations received.

**86/20      RUSTINGTON MUSEUM SUB-COMMITTEE - MUSEUM MANAGER'S REPORT**

The Council NOTED the Museum Manager's Report dated 7 April 2020.

A copy of the Report is attached and forms a part of these Minutes.

Councillor Tyler referred to the 'Smugglers Roost' Public House Sign and said that he had enquired why it was not on display with the Museum Manager who had told him that it needed work done to it. He said that if it was not going to be displayed at the Museum then he would be happy to have it returned to him.

The Clerk said that she would look into this matter, but advised Councillor Tyler that she was sure that the sign would be displayed either in the Museum or the garden of the Samuel Wickens Centre, space permitting, as soon as practicably possible.

**87/20      RUSTINGTON YOUTH CENTRE - YOUTH WORKER'S REPORT**

The Council NOTED the Report dated March 2020, received from Mr Pollard and Miss Biffi.

A copy of the Report is attached and forms a part of these Minutes.

**88/20      COUNCILLOR SURGERIES VIA FACEBOOK**

The Clerk reminded Members that the possibility of holding live Councillor Surgeries during the Coronavirus Pandemic period via Facebook had been raised at the 2<sup>nd</sup> Trial Virtual Meeting held on 6 April 2020, and subsequently Councillor Bennett had requested that an item should be included on the Agenda for this Meeting.

Following a detailed discussion, the Council RESOLVED that, initially, a live Councillor Surgery should be set up on a date and time to be agreed by an appointed Member, during May 2020.

It was further AGREED that Councillor Cooper should be the appointed Member for the first Surgery and any subsequent 'live' Surgeries, if the Council decided to hold these on a regular basis, following consideration of a report back from Councillor Cooper on the success or otherwise of the Surgery.

The Clerk said that the 'live' Surgery would be advertised on Facebook on a regular basis on the lead up to the Surgery.

**89/20      NUMBER 12 BUS SERVICE**

The Council NOTED the Number 12 Bus Service Statistics for March 2020.

The Clerk then reminded the Council of recent email correspondence with the Managing Director, Compass Travel, in which he had advised the Council that the Number 12 Bus Service was being withdrawn with effect from 16 March 2020 until further notice due to the Coronavirus (Covid-19) Pandemic, as Compass Travel could not continue to run the route at a substantial loss.

In his initial email, the Managing Director had stated that the Government was encouraging all local Councils to continue paying for contracted Bus Services during the period of suspension as fixed costs and overheads still had to be met. He also said that whilst he fully understood that the Council would be facing extreme financial burdens, he would be grateful if it could consider continuing to pay for the Service, or maybe even paying a reduced percentage of 50%, during the current period of 'lockdown', and assured the Council that Compass Travel intended to reinstate the service as soon as this was lifted.

Following a detailed discussion, the Council RESOLVED that, unfortunately, being mindful of the severe financial burden it was itself experiencing at the present time, it could not bear any cost in respect of the recently withdrawn Number 12 Bus Service. It was, therefore, AGREED that no payment should be made with effect from 1 April 2020, until such time as the Service was resumed.

The Clerk was asked to convey this information to Compass Travel and to advise the Company that the Council would be happy to re-consider this decision if it wanted to present a case and provide the Council with details of its financial situation, to request some level of retainer to guarantee the continuation of the Service once the 'lockdown' had been lifted.

#### **90/20            ARUN DISTRICT COUNCIL - PUBLIC SPACES PROTECTION ORDER**

The Council NOTED email correspondence with Dax O'Connor, Community Safety Officer (Stronger Communities), together with a sealed copy of the Public Spaces Protection Order which had come into effect on 1 April 2020.

#### **91/20            ARUN DISTRICT COUNCIL - 1 APRIL 2020 ARUN CIL UPDATE - TOWN AND PARISH COUNCIL PROPORTION**

The Council NOTED an email received from Nicki Faulkner, Principal Planning Officer, together with comments received from Councillor Warren, which summarised the CIL Guidance Note for Town and Parish Councils referred to in the email as follows:-

- a) *Payments must be spent on infrastructure within Rustington. School/education facilities, sporting/recreational facilities, tree planting (?flower planting and verges) and (?) additional bus availability. If no Power of General Competence this is restricted to statutory infrastructure only. Advisable to check with Arun in advance.*
- b) *CIL money should be placed in a separate account with receipts and expenditure recorded. Money must be spent within five years.*
- c) *An annual financial year CIL report must be prepared - see guidance notes for a template.*

***(Prior to consideration of the following item, Councillor Bennett declared a personal interest, in his capacity as a Member of the Arun District Council Licensing Committee)***

***(Prior to consideration of the following item, Councillor Mrs Broomfield declared a prejudicial and pecuniary interest as the Landlord of the premises)***

***(Prior to consideration of the following item, Councillor Broomfield declared a prejudicial and pecuniary interest as the Landlord of the premises)***

***(Prior to consideration of the following item, Councillor Clayden declared a personal interest, in his capacity as a Member of the Arun District Council Licensing Committee)***



*(Prior to consideration of the following item, Councillor Mrs Cooper declared a personal interest, in her capacity as a Member of the Arun District Council Licensing Committee)*

**92/20            ARUN DISTRICT COUNCIL - LICENSING ACT 2003 - THE GEORGI FIN,  
106 THE STREET, RUSTINGTON**

The Clerk reported that she had previously circulated an email and associated documentation from The Licensing Team at the Arun District Council, advising that an application for the above-named premises had been submitted under the Licensing Act 2003.

She said that the application was open for representations from interested parties and responsible authorities between 16 April 2020 to 13 May 2020. She reminded Members that any such representations would need to be pertinent to the licensing objectives as follows:-

- the prevention of crime and disorder;
- the prevention of public nuisance;
- public safety and/or the protection of children from harm

Following a further discussion, the Council RESOLVED to raise no objection in respect of this Application.

**93/20            WEST SUSSEX COUNTY COUNCIL - (A259 LITTLEHAMPTON CORRIDOR  
IMPROVEMENT) COMPULSORY PURCHASE ORDER 2019**

The Council NOTED letters dated 16 and 23 March 2020, received from the Chartered Legal Executive in this regard (excluding Compulsory Order and accompanying Plans).

The Clerk said that she had copies of the Compulsory Order and Plans should any Members wish to have sight of these.

**94/20            WEST SUSSEX COUNTY COUNCIL - POSITIVE STEP FORWARD: A27  
CHICHESTER BYPASS MAJOR SCHEME TO BE DEVELOPED FOR POSSIBLE  
FUTURE FUNDING**

The Council NOTED a News Release advising that Chichester's MP, the District Council and County Council had welcomed news that the A27 Chichester Bypass major improvement scheme was included in a list of projects to be developed for possible future funding, and detailing the reactions and comments to this news by County Council and Chichester District Council representatives.

**95/20            WEST SUSSEX COUNTY COUNCIL - WSCC POST-16 TRANSPORT  
CONSULTATION**

The Council considered an email received from the Post 16 Transport Team requesting views on its Post-16 Transport Policy Statement. The consultation period was up to 15 May 2020, and all responses would be considered before the Council's Post 16 Transport Policy Statement was published at the end of May 2020.

The Statement outlined the help and information that was available to 16-19 year olds from Transport Operators and the Council. The Policy contained the help that was available through the Council, Schools, Colleges and Transport Operators for young people of sixth-form age and those who were 19+ with an Education Health and Care Plan to get to school/college.

The current Consultation included a proposal, which the County Council was particularly interested in obtaining the Public's view on, to stop a Rail Scheme now that a new National Scheme was being widely used by sixth-form age students. The Sussex Student Card, run by West Sussex County Council in partnership with East Sussex and Brighton & Hove Councils and Southern Rail, offered a 34% discount on

rail travel for further education students, but since the Department for Transport had launched its own card offering a 50% discount on rail travel for 16-17 year olds, the number of applications for the Sussex Student Card had dropped by 94%.

Following a further discussion, the Council RESOLVED that Councillor Mrs Cooper and the Clerk should be AUTHORISED to respond to this Consultation on behalf of the Council, expressing concern that to stop the Sussex Student Card (Rail Scheme) would disenfranchise 18 year olds from being eligible for any discount on rail travel.

## **96/20      LOCAL ELECTRICITY BILL**

The Council considered an email received from The Director, Power for People, requesting the Council's help by supporting the Local Electricity Bill which was due to be introduced in Parliament on 28 April 2020, by passing a resolution and sending it to the MP for Rustington, Sir Peter Bottomley, as follows:-

Rustington Parish Council:-

- (i) notes that the Local Electricity Bill:-
  - aims to address the current situation, whereby the very large financial setup and running costs involved in selling locally generated renewable electricity to local customers result in it being impossible for local renewable electricity generators to do so,
  - if made law, would make these financial costs proportionate to the scale of a renewable electricity supplier's operation and empower councils, together with their communities, to sell locally generated renewable electricity directly to local people, businesses and organisations, and
  - would result in revenues received by councils or community organisations that set up local renewable electricity companies, which could be used to help fund local greenhouse gas emissions reduction measures and to help improve local services and facilities;
- (ii) accordingly resolves to support the Local Electricity Bill, supported by a cross-party group of 116 MPs during the 2017-19 Parliamentary session; and
- (iii) further resolves to write to the local MP asking them to support the Bill in Parliament and to the organisers of the campaign for the Bill, Power for People, (at 8 Delancey Passage, Camden, London NW1 7NN or [info@powerforpeople.org.uk](mailto:info@powerforpeople.org.uk)) expressing its support.

Following a discussion, the Council RESOLVED to take no further action in this regard at the present time.

## **97/20      75<sup>TH</sup> ANNIVERSARY OF VE DAY - WREATHS**

The Clerk advised the Council that she had ordered and received five commemorative wreaths as she was sure that whilst all of the 75<sup>th</sup> Anniversary of VE Day Events in the Village had been cancelled, the Chairman, Chairman of the Chamber of Trade and Commerce, Market Garden Veterans and possibly one of the District Councillors for Rustington, would still want to lay a wreath just prior to 11.00 am on Friday 8 May 2020, when it was understood that a two-minute silence was to be observed nationally.

She said that she would make arrangements, out of the Meeting, with the Chairman and the other organisations for the wreaths to be laid, whilst adhering to the Government 'Social Distancing' Guidance.

## **98/20      DOCUMENTS AND PUBLICATIONS**

The Council NOTED the following Documents and Publications previously circulated for Members' information:-

- (a) Action in rural Sussex - Newsletter - Issue 1 - April 2020

- (b) Communities Against Gatwick Noise Emissions (CAGNE) - April Newsletter
- (c) East Preston Parish Council News - 4 April 2020 and 16 April 2020
- (d) National Association of Local Councils - Chief Executive's Bulletin - 27 March 2020, 9 April 2020, 17 April 2020 and 24 April 2020
- (e) RHS - Blooming Brilliant News: Issue 1
- (f) Sussex Police - Together We Can Save Lives - A Message from Chief Constable Giles York
- (g) West Sussex County Council - E-Newsletter - Closure of Household Recycling Sites - 23 March 2020
- (h) West Sussex County Council - News Release - PR14819 - 23 March 2020, PR14822 - 25 March 2020, PR14825 & PR14826 - 26 March 2020, PR14829 - 30 March 2020, PR14832 - 2 April 2020, PR14845 & PR14847 - 9 April 2020, PR14851 & PR14852 - 14 April 2020, PR14855 - 16 April 2020, PR14856, PR14857 & PR14859 - 17 April 2020, PR14860 - 20 April 2020 & PR14862 - 21 April 2020 and PR14864 - 22 April 2020

The Council also NOTED the following Documents and Publications received for Members' information:-

- (a) Campaign to Protect Rural England - Countryside Voices - Spring 2020
- (b) Campaign to Protect Rural England - Fieldwork - Spring 2020
- (c) Campaign to Protect Rural England - The 2020 Members' Guide to Attractions, Gardens, Houses and Museums

## **99/20            EXCLUSION OF THE PUBLIC AND PRESS**

The Committee, pursuant to Section 100 of the Local Government Act 1972, RESOLVED that Members of the Public and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next three items of business to be transacted.

## **100/20           RUSTINGTON SPORTS AND SOCIAL CLUB AND RUSTINGTON GIRL GUIDE BUILDING**

The Clerk said that she had previously circulated a Report to all Members regarding the possibility of the Council wishing to consider offering a 'rental holiday' to the Sports and Social Club and the Girl Guides, in line with the stance that the Arun District Council was taking in respect of its rented/leased facilities during the Coronavirus (Covid-19) Pandemic.

In her Report, she reminded the Council that both of these facilities had been forced to close during the 'Lockdown' period that was still ongoing and provided details of the rents currently set in respect of both facilities, which had been paid up to 31 March 2020 as follows:-

Sports and Social Club	-	£13,200.00 per annum
Girl Guide Building	-	£ 500.00 per annum (£550.00 w/e 25 May 2020)

Following a detailed discussion, the Council RESOLVED that the rent for both facilities, should be waived, initially, for a three-month period from 1 April 2020, with a further review at the end of this period. The Clerk said that she would advise both Organisations of this decision without delay in an attempt to help alleviate their concerns in the current unprecedented period of uncertainty.

## **101/20           THE WAY FORWARD FOLLOWING THE SALE OF CHURCH FARM COTTAGES**

The Clerk referred to Minute 53/20 and said that she had previously circulated a Report to all Members, following a number of 'Meetings' with the Chairman and Vice-Chairman of the Finance and General Purposes Committee and the Finance Manager/RFO in respect of the way forward as far as the proceeds of the sale of Church Farm Cottages were concerned.

She then reminded Members that the Report contained a number of Recommendations from the above-mentioned individuals as follows:-

That the capital funding of £203,000.00 should initially be invested as follows:-

- £100,000.00 to be invested in the CCLA Public Sector Deposit Fund
- £103,000.00 to be invested in alternative Banks/Building Societies to be determined by the Chairman and Vice-Chairman of the Finance and General Purposes Committee, the Finance Manager/RFO and the Clerk of the Council

That the following sums should also initially be invested as follows:-

- £100,000.00 from the General Fund that was credited to that Fund from the proceeds of the sale of Church Farm Cottages - NatWest 95-Day Notice Account
- £41,000.00 representing 10% of the proceeds of the sale of Church Farm Cottages - NatWest 35-Day Notice Account

That the draft Investment Policy, as submitted, should be approved by the Council.

Following a detailed discussion, the Council RESOLVED that all of the above Recommendations contained within the aforementioned Report be APPROVED.

It was further AGREED that a new Working Party should be set up to replace the existing Rolling Programme of Works (The Woodlands Centre) Working Party, to produce a rolling programme of works for the Council's facilities, together with recommendations for any future capital projects in the Village, for subsequent consideration by the Council. The Clerk said that the members of this new Working Party would be appointed at the Annual Meeting of the Council.

A copy of the Investment Policy, as approved, is attached and forms a part of these Minutes.

*(Prior to consideration of the following item Councillor Street had declared a prejudicial and pecuniary interest as his sister-in-law was a member of the Council's Personnel)*

*(Prior to consideration of the following item Councillor Tyler had declared a prejudicial and pecuniary interest as his daughter was a member of the Council's Personnel)*

## **102/20      THE CORONAVIRUS JOB RETENTION SCHEME 'FURLOUGH'**

The Clerk said that a Report prepared by the Assistant Clerk had been previously circulated all Members for consideration.

Following a comprehensive discussion, during which it was acknowledged that the Government's 'Furlough' Scheme was not a route that the Council should pursue, it was RESOLVED that no further action should be taken in respect of the furloughing of any of the Council's Personnel at the present time, but that the position in respect of the working arrangements for the Council's Personnel and its operation should be revisited at the Annual Meeting of the Council.

**There being no further business the Meeting concluded at 12.06 pm.**

**Chairman:** .....

**Date:** .....

**During the Public Question Time, the following question received from a member of the public via email was considered:-**

- (a) Could the Council arrange for skips to be placed at various locations in the Village during the Coronavirus (Covid-19) Pandemic, as the Amenity Tip was not open and there was evidence of an increased amount of fly tipping - *Questioner to be advised to contact the West Sussex County Council, as the Parish Council would not have the authority to place skips on the Public Highway, even if it was minded to do so.***