



Rustington Parish Council

Council Offices, 34 Woodlands Avenue, Rustington, West Sussex BN16 3HB

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E-mail: enquiry@rustingtonpc.org Website: www.rustingtonpc.org

16 June 2020

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 22 June 2020 commencing at 10.00 am.**

Please note that due to the current Coronavirus (Covid-19) Pandemic, this Meeting will be held remotely (via Microsoft Teams) and is to be delivered within 'The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020' that are currently enacted for Meetings on and up to 7 May 2021. For further information see The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

<http://www.legislation.gov.uk/ukxi/2020/392/contents/made>

Public Questions/Meeting Access: Members of the Public are invited to submit questions, for consideration at the Meeting, to the Council by no later than **Sunday 21 June 2020 at 5.00 pm**, either in writing delivered to the Parish Council Offices, via email to: enquiry@rustingtonpc.org or by telephone: 01903 786420.

For further information on how to view and listen to the (remote) Meeting, please contact the Council as detailed above by no later than **Sunday 21 June 2020 at 5.00 pm.**

Yours sincerely

Clerk of the Council

A G E N D A

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

Members and Officers 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 at the commencement of the item or when the interest becomes apparent



QUALITY
PARISH
COUNCIL

Working for the local Community

RUSTINGTON Parish Council operates an open file policy. Any correspondence with the Council may become public.
For the Purposes of the Data Protection Act Rustington Parish Council is the Data Controller.
VAT Registered: 946 2052 29

3. To confirm the Minutes of the Annual Meeting held on 18 May 2020
(Copy *attached*)
4. Sussex Police:-
 - (a) Anti-Social Behaviour and Criminal Incidents - Clerk to report
 - (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 decisions made via email correspondence in respect of the business that was due to be transacted at the cancelled 18 May 2020 Meeting
(Copy *previously circulated*)
10. Finance and General Purposes Committee - To receive the Report of the Meeting held on 22 June 2020 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. Audit of Accounts for the year ended 31 March 2020:-
 - (a) To consider and approve the Annual Governance Statement 2019/2020
(Copy *attached for Members*)
 - (b) To consider and approve the Accounting Statements 2019/2020
(Copy *attached for Members*)
12. Leisure and Amenities Committee - To receive the Report of the Meeting held on 28 May 2020 and to consider any recommendations contained therein
(Copy *enclosed for Members*)
13. To review the Council's Statement of Intent as to Community Engagement
(Copy *attached for Members*)
14. Parishioners' Award - Clerk to report
15. Councillor Surgeries via Facebook - Progress Report
16. Council Personnel and Operation - To retrospectively approve the Risk Assessments for all of the Council's Facilities, and Clerk to report
(Copies *enclosed for Members*)

17. Rustington Sports & Social Club and Rustington Girl Guide Building - To review the current 'Rent Holiday' as a result of the enforced closure of both facilities due to the Coronavirus (Covid-19) Pandemic - Clerk to report
18. Number 12 Bus Service - To consider further email correspondence with the Managing Director, Compass Travel
(Copy attached for Members)
19. Arun District Council:-
 - (a) Housing and Economic Land Availability Assessment (HELAA) Update 2020 - To consider an email received from the Local Planning Team, together with Councillor Warren's comments in this regard
(Copy attached for Members)
 - (b) Reopening High Streets Safely Fund - To consider an email and received from Julie Hoggatt, Economic Regeneration Officer, together with a Guidance Summary produced by the Assistant Clerk, and Clerk to report
(Copy attached for Members)
20. National Association of Local Councils - New Model Code of Conduct Consultation - To consider an email received from Sussex and Surrey Associations of Local Councils, together with the new Model Code of Conduct
(Copy attached for Members)
21. Department for Transport - The Civil Enforcement of Parking Contraventions (England) - To note an email received from Anna McCarthy, together with associated documentation in this regard
(Copy attached for Members)
22. To receive Reports from Members attending other External Meetings (if any)
23. Urgent matters arising, for information only, since the preparation of this Agenda
24. To note the following Documents and Publications previously circulated to Members:-
 - (a) Campaign to Protect Rural England - Shaping a Resilient Sussex - 28 May 2020
 - (b) Campaign to Protect Rural England - Spring 2020 Newsletter
 - (c) East Preston Parish Council News - 3 June 2020
 - (d) National Association of Local Councils - Chief Executive's Bulletin - 29 May 2020, 5 June 2020 and 12 June 2020
 - (e) National Association of Local Councils - Newsletter - 11 June 2020
 - (f) Royal Horticultural Society - Blooming Brilliant News - Issues 3 and 4
 - (g) West Sussex County Council - News Release - PR14888 - 19 May 2020, PR14889 & PR14890 - 20 May 2020, PR14891 & PR14892 - 21 May 2020, PR14900 - 28 May 2020, PR 14901 & PR14902 - 1 June 2020, PR14905 - 3 June 2020, PR14908 - 4 June 2020, PR14907 & PR14909 - 5 June 2020, PR14911 & PR14914 - 8 June 2020, and PR14913 & PR14916 - 9 June 2020