



Rustington Parish Council

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

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29 July 2020

Dear Councillor (and Parishioners for information)

LEISURE AND AMENITIES COMMITTEE

YOU ARE HEREBY SUMMONED to attend a Meeting of the above Committee to be held on **Thursday 6 August 2020 commencing at 6.00 pm.**

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 **Thursday 6 August 2020 at 9.00 am**, 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 **Thursday 6 August 2020 at 9.00 am.**

Yours sincerely

Clerk of the Council

To: All Members of the Leisure and Amenities Committee and other Members for information

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



Working for the local Community

QUALITY
PARISH
COUNCIL

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 approve the Minutes of the Meeting held on 28 May 2020
(Copy *attached*)
4. The Woodlands Centre - External:-
 - (a) Safety Surfacing - Play Area - To consider a quotation received from Playground Facilities Limited and Clerk to report
(Copy *attached for Members*)
 - (b) Suspension of Weed Management Programme - Clerk to report
 - (c) Labour and Material Costs incurred in the preparation of Sports Pitches -To consider a Report from the Assistant Clerk of the Council
(Copy *attached for Members*)
5. The Woodlands Centre - Internal - Current Lettings - Progress Report
6. Samuel Wickens Centre - Current Lettings - Progress Report
7. Rustington Youth Centre:-
 - (a) To note a Report from Emma Biffi, Service Manager, Arun Youth Projects
(Copy *attached for Members*)
 - (b) Roof Repairs - To consider a quotation received from Edmends Lead Roofing and Clerk to report
(Copy *attached for Members*)
8. Rustington Museum - To note a Report from the Museum Manager
(Copy *attached for Members*)
9. Woodland Park Sportsfield - Clerk to report
10. Public Conveniences:-
 - (a) Clerk to report
 - (b) Loo of the Year Awards - To consider entering the 2020 Competition
11. Refurbishment of the Beach Shelter & Bus Shelters - Clerk to report
12. Public Seats:-
 - (a) Annual Maintenance Programme - Progress Report
 - (b) Request for additional Public Seating:-
 - (i) Southern side of the Woodlands Recreation Ground - Clerk to report
 - (ii) Vicinity of the Bus Stop in front of 94 North Lane - Clerk to report
13. Rustington Poppy Appeal Distributor - Progress Report
14. Remembrance Sunday Parade and Service - 8 November 2020 - Clerk to report
15. Annual Planting and Maintenance of Amenity Areas:-
 - (a) 2020 Gardens Competition - Clerk to report
 - (b) Re-location of Floral Displays - Clerk to report

16. The War Memorial Conservation Programme - Progress Report
17. Street Lighting - Parish Maintenance and Energy 1 April 2019 - 31 March 2020 - To note an email, together with associated documentation received from Barry Edmunds, Traffic Signals and Street Lighting Team, West Sussex County Council
(Copy *attached for Members*)
18. Urgent matters arising, for information only, since the preparation of this Agenda
19. Date of Next Meeting - 12 November 2020