

**RUSTINGTON COMMUNITY PARTNERSHIP  
MEETING - 06.11.08 AT 2.30 P.M.  
MINUTES**

**Present:** Iain Armstrong (Treasurer), Julie Armstrong, Marilyn Burt (Secretary), Austen Beard (Chair), Tom Carney, Mary Helyar, Mervyn Wright.

1. **Apologies:** Deirdre Carolin, John Ceriog-Hughes, Robin Hargraves, David Helyar.

2. **Minutes of Meeting** - 2.10.08. Signed as agreed.

3. **Matters arising**

None save those to be discussed under AGM.

4. **Management Group - Officer updates**

**Treasurer:** Iain report the account balance at 19.10.08 unchanged since last meeting as no outgoings.

Balance: £255.34.

**Auditors:** Iain stated accounts need to be audited within 15 months of our first AGM and November to November would be the Partnership's financial year.

**Secretary:** Raised question of attendance at AiRS conference on the 7.11.08. No members present able to attend, but it was agreed members should try to be available for future events in order to network with other like minded groups.

5. **Group project updates:**

(a) Village Design Statement - Austen Beard

Austen reported he was to meet with Rowena to discuss final draft of Awards for All bid. Austen requested **Iain to contact bank** for completion of their part of the form.

**Austen** to request another form from Awards for All and hoped to submit the application within the next week.

(b) Neighbourhood Management Forum - Marilyn Burt

Marilyn reported a meeting took place on 22.10.08 and the main areas under discussion were monitoring speeding, the effectiveness of the CCTV within the village, recent burglaries in the Street retailers, graffiti, parking problems in the Street and, importantly, the long term plans for allocation of PCSO's to serve Rustington. Marilyn requested that if any member was aware of a specific issue of concern it could be taken forward to a forum meeting.

(c) Quiet Garden - Julie Armstrong

Julie had received verbal agreement from the Parish to the museum garden being landscaped and had agreed it would be called 'The Community Garden'.

The Community Spaces application pack had been received but had to be returned within five days. Julie had input from Carole Ward and Ferring Nurseries and sent back using timed delivery. Julie has applied for £20,000. An acknowledgment letter from the Grants Officer stated it would take 8 weeks to consider. Members congratulated Julie on her endeavours.

(d) Cycle Cover Protection - John C-Hughes

No report due to absence.

(e) Recycling - Deirdre Carolin

No report due to absence.

(f) Jobs Information Board - Mervyn Wright

Mervyn had an anticipated start date of 17 November. He had visited the industrial state businesses and was mostly well received and sent out an information letter to all Rustington businesses setting out contact details for forwarding job vacancies. Littlehampton Job Centre were providing A4 job sheet and promotional information.

The Parish Council had allocation one side of the Town Centre board (near Barclays Bank) where these vacancies could be prominently displayed.

(g) Plastic Bag free Rustington - David & Mary Helyar  
See appended report.

It was discussed having a launch event on Easter Saturday for all projects and to include the recycling bus - **Secretary** to enquire re availability.

(h) Pavement Group - **Tom Carney** to email update to Secretary

## 6. **AGM - 15.11.08 - 10 a.m. - Update**

Marilyn confirmed a poster had gone on display around the village and in the Parish Office where there was also a list of current members.

Austen confirmed there was a notification in the Littlehampton Gazette on 16.10.08. Julie and Iain had issued members with nomination forms to be returned to the Secretary.

**Marilyn** would provide copies of the agreed Agenda, contact sheets, voting cards and signage for the venue.

**Julie** agreed to provide tea, coffee, milk and biscuits.

Austen to obtain key for Roger Barwick room. **John** to open centre and John de Bohun room for 9 a.m. and **members** to assist with setting up.

## 7. **Any other business**

None.

## 8. **Date(s) of Next Meeting(s)**

(1) 8.01.09 at 2.30 p.m.

(2)