



RUSTINGTON PARISH COUNCIL

Statement of Intent as to Community Engagement

1. Aims and Objectives

Rustington Parish Council aims to:-

- ◆ Represent and promote the interests of Rustington and all of its parishioners in all forums
- ◆ Pay particular attention to the needs of Rustington's children and young people
- ◆ Provide the best possible amenities and services by the efficient use of available resources
- ◆ Actively involve local people in decisions affecting activities in the Parish
- ◆ Promote equality of opportunity and oppose discrimination
- ◆ Be open and accountable in all that it does
- ◆ Support development, which is environmentally, socially and economically sound and sustainable
- ◆ Enhance quality of life by protecting and enhancing Rustington's ecological and environmental assets

In order to achieve these aims, the Council will:-

- ◆ Work closely with residents, businesses and community groups;
- ◆ Engage with as many people as possible who want to participate in decision making, monitoring services and planning for the future;
- ◆ Ensure, that through the use of a wide range of approaches to public involvement and community engagement, it actively encourages the involvement of residents, to capture their views and learn their concerns and effectively use those views as an integral part of the decision-making process;
- ◆ Ensure that parishioners have the opportunities to be heard at every stage, and the capacity to be effective citizens.

The outcomes the Council hopes to achieve are:-

- ◆ Improved communication with the local community
- ◆ A better understanding within the community of the role of the Parish Council and of its Councillors
- ◆ Local people feeling that they are involved in decision making

- ◆ Improved satisfaction with local public services

2. Defining the community

The Council considers the community of Rustington to consist of:-

- ◆ All residents of the Village
- ◆ All users of the Parish Council's services
- ◆ All those who work within the Village
- ◆ All those who own businesses within the Village
- ◆ All young people who live and/or go to school within the Village
- ◆ All local voluntary organisations, clubs and societies
- ◆ Any group or organisation that represents some or any of the members of the above sections of the community

Additionally, the Council recognises that there are certain bodies that are crucial to the quality of life in Rustington and aims to maintain excellent working relationships with these bodies, including the Police, the other tiers of Local Government and neighbouring Town and Parish Councils.

3. Provision of information to the community and opportunities for community involvement

Information is provided by the Parish Council to the community in a number of ways, including:-

- ◆ The Parish Council Offices in Woodlands Avenue are open Monday to Friday and can provide a wide range of information both on Council services and other Rustington activities and issues
- ◆ The Village Information Centre in Churchill Car Park is open Monday to Saturday and can provide a wide range of information both on Council services and other Rustington activities and issues
- ◆ The Parish Council's Website www.rustingtonpc.org, provides comprehensive information both on the work of the Parish Council and on other services, the history of the Parish, local events, local groups and organisations. The public can contact the Parish Council through the Website and public consultations can be carried out through the Website
- ◆ The Parish Council provides noticeboards around the Village which are used to display Agendas for Council Meetings and contact details for Local Councillors as well as other information of interest to the local community. Additionally, the Council provides community noticeboards at Churchill Court, The Street and Broadmark Lane which can be used by local events' organisers or groups
- ◆ Parish Councillors' Surgeries are held at the Village Information Centre on a bi-monthly basis
- ◆ The Parish Council's Newsletter is published approximately quarterly and is available from the Parish Council Offices, Village Information Centre, on the Website and is delivered to all households
- ◆ The Annual Report is produced in April each year and is available from the Parish Council Offices,

on the Website and from the local library. It is also included in the Annual Newsletter which is delivered to all households in May

- ◆ All Meetings of the Parish Council and its Committees and Sub-Committees are open to the Public and a period is set aside at the beginning of each Meeting for Public Questions
- ◆ Public Meetings are called to gauge public opinion about important issues affecting the Village

4. Opportunities for Formal Representations to the Council:-

- ◆ Formal representations to the Council may be made at any time in writing to the Clerk of the Council
- ◆ A period for questions from members of the public is set aside at the beginning of each Council Meeting

5. Involvement in Partnerships

The Parish Council often works in partnership with other organisations such as the Arun District Council and the West Sussex County Council. It is represented on the following organisations:-

- ◆ Arun Neighbourhood Watch Association
- ◆ Citizens' Advice Bureau
- ◆ Eastern Arun Neighbourhood Management Forum (Sussex Police)
- ◆ Joint Eastern Arun Area Committee
- ◆ Neighbourhood Youth
- ◆ Rustington Community Partnership
- ◆ Rustington in Bloom Committee
- ◆ Rustington Museum Management Committee
- ◆ Rustington Sports and Social Club
- ◆ Rustington Youth Centre Management Committee
- ◆ Rustington Chamber of Trade and Commerce
- ◆ Sussex and Surrey Associations of Local Councils
- ◆ West Sussex Primary Care Trust – East Arun Community Hospital Forum

6. Role of Council Members and Officers

Council Members (Councillors) are the elected decision makers of the Parish Council. Their contact details are available from the Parish Council Offices, on Parish Council noticeboards and on the Council website. Members of the public are welcome to contact Councillors to raise any issues.

The Council's Officers are staff who are employed to carry out the day to day functions of

the Council and make sure that its services are provided for the local community. The Clerk of the Council is the Proper Officer for the Council which means he/she has overall responsibility for the provision of Council services.