

22 January 2008

Dear Councillor (and Parishioners for information)

NOTICE IS HEREBY GIVEN that the **Monthly Meeting** of the Council will be held on **Monday 28 January 2008** in the **Roger Montgomeri Room** at The Woodlands Centre, Woodlands Avenue, Rustington, commencing at **7.15 pm**.

There will be a **Public Question Time** prior to the Meeting at 7.00 pm, when Members of the Public may question the Council. It is hoped that immediate answers can be given. If this is not possible, the answers will be given at the next Meeting or, if preferred, sent direct to the questioner.

Yours sincerely

Clerk of the Council

A G E N D A

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

Members are reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this Agenda

You should declare your interest by stating:-

- a) whether it is a personal interest and the nature of the interest*
 - b) whether it is also a prejudicial interest*
 - c) if it is a prejudicial interest, whether you will be exercising your right to speak*
3. To confirm the Minutes of the Special Meeting held on 17 December 2007
(Copy *attached*)
 4. Sussex Police:-
 - (a) To receive a Report from PCSO Craig Wilson or PCSO Mrs Emma Orpin (if in attendance)
 - (b) To receive a Report from Councillor Mrs Lines - Community Safety Representative

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 Reports of the Meetings held on 19 November 2007, 3 December 2007, 17 December 2007 and 14 January 2008
(Copies previously circulated)
10. Finance and General Purposes Committee:-
 - (a) To note the Report of the Meeting held on 17 December 2007
(Copies previously circulated)
 - (b) To receive a Report of the Meeting held on 28 January 2008 from the Chairman of the Committee, and to consider the Recommendations contained therein
(See Finance and General Purposes Committee Agenda and attached information)
11. Allotments Committee - To receive the Report of the Meeting held on 3 December 2007 and to consider the Recommendations contained therein
(Copy enclosed)
12. Arun Eastern Parishes Group - To note the 6 December 2007 Meeting Report
(Copy attached for Members)
13. Rustington Youth Centre - Progress Report
14. Annual Assembly of the Parish Meeting - 3 April 2008 - Guest Speakers - To consider extending an Invitation to the Resource Manager and the Service Manager of the Littlehampton and District Citizen's Advice Bureau to give a Presentation on the work of the Bureau
15. Rustington Museum Project:-
 - (a) Progress Report
 - (b) Raise the Roof Campaign - Clerk to report
 - (c) Museum Project Agreement - To approve the Formal Agreement between the Council and the Rustington Heritage Association, and to authorise the Chairman of the Council to sign the aforementioned Agreement on its behalf
(Copy attached for Members)
 - (d) To appoint the Council's Representatives on the Management Committee (4 Members)
16. South and South East In-Bloom/Britain in Bloom 2008:-
 - (a) Ash Lane Enhancements - To consider a quotation received from Ferring Nurseries in respect of the proposed permanent landscaping enhancements and Clerk to report
(Copy attached for Members)
 - (b) Windmill Roundabout - To consider a quotation received from Ferring Nurseries in respect of the proposed floral enhancements to the roundabout
(Copy attached for Members)

- (c) To authorise the Chairman to sign the Licence relating to the proposed floral enhancements to the Windmill Roundabout
17. Village Memorial Hall - 70th Anniversary - Working Party - Progress Report
18. Recycling - Working Party - Progress Report
19. Parish Community Action Plan - Progress Report
20. Security Policy for the Correct Handling, Safekeeping and Disposal of Disclosure Information - To consider the following Resolution:-
- "Rustington Parish Council hereby resolves to adopt a Security Policy for the Correct Handling, Safekeeping and Disposal of Disclosure Information with immediate effect"
- (Copy of proposed Security Policy for the Correct Handling, Safekeeping and Disposal of Disclosure Information attached for Members)*
21. Recruitment of Ex-Offenders Policy - To consider the following Resolution:-
- "Rustington Parish Council hereby resolves to adopt a Recruitment of Ex-Offenders Policy with immediate effect"
- (Copy of proposed Recruitment of Ex-Offenders Policy attached for Members)*
22. Review of Annual Rent - Public Seats - Broadstrand - To consider a letter received from Dolphin Court (Rustington) Limited
(Copy attached for Members)
23. West Sussex County Council:-
- (a) Consultation on Improved Community Engagement in Arun - To consider and agree the Council's response to this Consultation
(Copy of Draft response attached for Members)
- (b) Draft Highways and Transport Works Programme 2008/2009 and Forward Programme - To consider the Draft Programmes
(Copies attached for Members)
- (c) "Make the Commitment" Campaign - Clerk to report
24. Arun District Council:-
- (a) Possible Enhancement of Public Open Spaces - Chairman to report
- (b) Local Development Framework - Annual Monitoring Report 2006-07 - To note a letter received from the Planning Performance Manager
(Copy attached for Members)
- (c) To consider the District Council's Proposals for Enhancing the Role and Functions of Joint Area Committees
(Copy of attached for Members)
25. Joint Eastern Arun Area Committee - To note the Agenda (without attachments) for the Meeting held on 22 January 2008, together with the Minutes of the Meeting held on 16 October 2007
(Copies attached for Members)

26. Directional Road Signs - Avalon Health Centre - To consider a letter received from Mr D Eschbaecher
(Copy *attached for Members*)
27. Government Office for the South East - Town and Country Planning Act 1990 - Section 247 - Stopping Up of Highway (County of West Sussex) (No. 6) Order 2007 - Highway at 1 Churchill Parade, Rustington - To note a letter and associated documentation received from the Transport East Team
(Copy *attached for Members*)
28. Department for Communities and Local Government - Consultation on Orders and Regulations Relating to the Conduct of Local Authority Members in England - Clerk to report
29. To receive Reports from Members attending other External Meetings (if any)
30. Urgent matters arising, for information only, since the preparation of this Agenda
31. To note the following Documents and Publications received for Members' information:-
 - (a) Action In Rural Sussex - "Action" - Issue No. 9 - January 2008
 - (b) Action In Rural Sussex - Village Hall Mailing - Winter 2007/08
 - (c) Arun & Chichester Voice - Newsletter of CVS-Arunwide and Chichester & District CVS - December 2007
 - (d) Arun Local Strategic Partnership - "Roundabout" - Issue 4 - Winter 2007
 - (e) Canine Partners - Newsletter - Winter 2007/08
 - (f) Campaign to Protect Rural England - "Fieldwork" - December 2007
 - (g) ICIS - "ICIS News" - Issue No. 44 - Winter 2007
 - (h) Rustington Residents Association - "Topics" - January 2008
 - (i) Sussex Police - "Patrol" - December 2007
 - (j) West Sussex Public Partnership Forum - Partnership News" - No. 42 - January 2008
32. Finance and General Purposes Committee - To receive the Report of the Meeting held on 14 January 2008 and to consider the Recommendations contained therein
(Copy *enclosed*)
33. To Authorise the issue of a Precept on the Arun District Council for 2008/2009