

22 April 2008

Dear Councillor (and Parishioners for information)

NOTICE IS HEREBY GIVEN that the **Monthly Meeting** of the Council will be held on **Monday 28 April 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. Resignation of Councillor P Harris - To note a letter received and Clerk to report
(Copy *attached for Members*)
2. Apologies for Absence
3. 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*

4. To confirm the Minutes of the Monthly Meeting held on 17 March 2008 and the Special Meeting held on 7 April 2008
(Copies *attached*)

5. 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
6. District Councillors - Matters Arising (if any)
7. County Councillors - Matters Arising (if any)
8. To receive a Verbal Report from the Clerk on any matters arising from the Minutes
9. Chairman's Report
10. Planning Committee - To note the Reports of the Meetings held on 17 March 2008 and 7 April 2008
(Copies previously circulated)
11. Finance and General Purposes Committee - To receive the Report of the Meeting held on 28 April 2008 from the Chairman of the Committee, and to consider the Recommendations contained therein
(Finance and General Purposes Committee Agenda and associated documentation previously circulated)
12. Annual Review of the Effectiveness of the Council's Internal Audit Arrangements - To receive the Report of the Internal Audit Committee Meeting held on 31 March 2008 and to consider the Recommendation contained therein
(Copy attached for Members)
13. Annual Assembly of the Parish Meeting - 3 April 2008 - To note the Minutes of the Meeting and to consider any matters arising
(Copy enclosed for Members)
14. To note the Attendance Record for Council and Committee Meetings for the period April 2007 - March 2008 inclusive
(Copy attached for Members)
15. Casual Vacancy - North Ward - Clerk to report
16. Rustington Youth Centre:-
 - (a) Progress Report
 - (b) To note the Report of the Meeting of the Management Committee held on 15 April 2008 and to consider any Recommendations contained therein
(Copy attached for Members)
17. Rustington Museum Project:-
 - (a)
 - (i) To consider a letter received from Boxall Sayer in respect of the cost of the Café only, in the sum of £135,527.00 excluding professional fees and VAT
(Copy attached for Members)
 - (ii) To consider making an application to the National Association of Local Councils for a loan from the Public Works Loan Board in the sum of £175,000.00 to progress with Phase 2 of the Project
 - (iii) To approve a virement of funds from the Opportunity Purchases Fund in the sum of £16,500.00 to cover the costs of servicing the loan during the current financial year

- (b) Progress Report
 - (c) Raise the Roof Campaign
18. Rustington-In-Bloom - Progress Report
19. Rustington Community Partnership - Progress Report
20. Parishioners' Award:-
- (a) Clerk to report on nominations received and to accept any further nominations from Members
 - (b) To agree a date for a Meeting of the Working Party to consider nominations received
21. Future of Zachary Merton Community Hospital - To note a letter received from Ms T Tompkins, Assistant Director, Primary Care
(Copy attached for Members)
22. Hessen International Summer University Scholarship - 12 July-9 August 2008 - Clerk to report
23. Equal Opportunities Policy - To review the Council's Policy
(Copy attached for Members)
24. Village Memorial Hall - Chair Storage Facility/Furniture Store - Extension of Roof - To consider Estimates received from Arun Property Services and Chris Rowbotham Construction
(Copies attached for Members)
25. Rustington Football Club - Clerk to report
26. Beach Shelter - Junction of Sea Lane and Sea Road - To consider a letter received from Mrs K Ralph
(Copy attached for Members)
27. Proposed Pedestrian Safety Scheme - Sea Lane, Rustington - To consider further letters received from Mr K Grimes
(Copies attached for Members)
28. A259 New Road Improvements - Rustington Retail Park - Clerk to report
29. Angmering Youth Forum - To consider an email received from Ms P Turner
(Copy attached for Members)
30. West Sussex County Council:-
- (a) Materials Resource Management Contract - Briefing Note 1 - To note a letter received from Mr P Russell, Head of Wastes Management Services
(Copy attached for Members)
 - (b) Consultation on future of Joint Area Committees in Arun - To note a letter received from the Deputy Leader of the Council
(Copy attached for Members)
 - (c) Boundary Committee for England (BCFE) - To note email correspondence received from Mr C Duggan, Principal Member Services Officer
(Copy enclosed for Members)
 - (d) Joint Eastern Arun Area Committee - To note the Agenda for the Meeting to be held on 29 April 2008, together with the Minutes of the Meeting held on 22 January 2008
(Copies enclosed for Members)

31. Arun District Council:-
- (a) Licensing Act 2003:-
 - (i) Tesco, 7 Sterling Parade - Licence Number 8356 - To consider the Licence Application, together with a representation received from a parishioner
(Copies attached for Members)
 - (ii) Somerfield Stores, 1 Broadmark Lane - Licence Number 6554 - Application for a Variation to the Premises Licence - Clerk to report
 - (iii) BP Oil UK Limited, Worthing Road - Licence Number 8308 - Clerk to report
 - (b) Arun Local Strategic Partnership - “Your Kind of Place” - Clerk to report
 - (c) An Introduction to Arun for all Town and Parish Clerks and Councillors - Clerk to report
 - (d) Recycling - Chairman to report on his recent Meeting with Kevin Basford, Head of Environmental Services
 - (e) Seminar on Coastal Defence - To receive an Invitation to attend a Seminar on 21 July 2008 at the Arun Civic Centre
(Copy attached for Members)
32. South East England Regional Assembly - Regional Housing Strategy 2008-2011 - Clerk to report
33. To receive Reports from Members attending other External Meetings (if any)
34. Urgent matters arising, for information only, since the preparation of this Agenda
35. To note the following Documents and Publications received for Members’ information:-
- (a) Action In Rural Sussex - “Action” - Issue No. 10 - March 2008
 - (b) Action In Rural Sussex - “Action” - Village Hall Mailing - Issue: Spring 2008
 - (c) “Arun & Chichester Voice” - Newsletter of CVS-Arunwide and Chichester & District CVS - April 2008
 - (d) CCLA Investment Management Limited - COIF Charity Funds 2007 Annual Reports
 - (e) Campaign to Protect Rural England - “Fieldwork” - March 2008
 - (f) Campaign to Protect Rural England - “Countryside Voice” - Spring 2008
 - (g) Chestnut Tree House - “Chestnuts” Newsletter - Spring 2008
 - (h) ICIS - “ICIS News” - Issue No. 45 - Spring 2008
 - (i) ICIS - “Wellspring West Sussex” - Young People’s Edition - No. 3 - February 2008
 - (j) “Partnership News” - Newsletter of the West Sussex Public Partnership Forum - No. 43 - April 2008
 - (k) Rustington Residents Association - “Topics” - March 2008
 - (l) Sussex Police - “Patrol” - No. 472 - April 2008
 - (m) The Standards Board for England - “Town and Parish Standard” - March 2008
 - (n) “Trustee Voices” - March 2008 - The Governance Hub
 - (o) West Sussex County Council - “Connections” - Issue No. 33 - April 2008