

15 March 2005

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 21 March 2005** 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 the Agenda. Notice should be given at this part of the Meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent)*

3. To approve the Minutes of the Monthly Meeting held on 28 February 2005  
(Copy attached)
4. Sussex Police:-
  - (a) To note an email message received from Sergeant Allan in respect of mini-motor bikes  
(Copy attached for Members)
  - (b) To receive a Report from PCSO Andy Orpin (if in attendance)
  - (c) 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 - To receive a Verbal Report from the Chairman
9. Planning Committee - To note the Report of the Meeting held on 28 February 2005  
(Copies previously circulated)
10. Finance and General Purposes Committee - To receive a Report of the Meeting held on 21 March 2005 from the Chairman of the Committee, and to consider the Recommendations contained therein  
(See separate Report attached to the Finance and General Purposes Committee Agenda)
11. Allotments Committee - To receive the Report of the Meeting held on 10 March 2005 and to consider the Recommendations contained therein  
(Copy enclosed for Members)
12. Leisure and Recreation Committee – To receive the Report of the Meeting held on 10 March 2005 and to consider the Recommendations contained therein  
(Copy enclosed for Members)
13. Casual Vacancy - Clerk to Report
14. Annual Assembly of the Parish Meeting – 7 April 2005 – Progress Report
15. Review of Councillors' Allowances – Clerk to report
16. Draft South East Plan - To consider a suggested draft response to the Consultation  
(Copy to follow)
17. Rustington Youth Centre:-
  - (a) To further consider the following Recommendation:-
 

"The Youth Centre Budget for 2005/2006 be increased by £1,000.00 to enable the Management Committee to make a contribution to the Under 8's and 12 and Under Clubs towards their hiring fees for the Youth Centre. This contribution to be made by way of a reduction in the Club's annual hiring fees with effect from 1 April 2005"

together with a further detailed grant aid application received from Mr Savage  
(Copy attached for Members)
  - (b) To note the Report of the Meeting of the Management Committee held on 8 March 2005 and to consider any Recommendations contained therein  
(Copy attached for Members)
  - (c) External Storage Facility – Progress Report
18. Raised Commemorative Flower Bed - Clerk to report
19. 2005 South and South East in Bloom Campaign:-
  - (a) To note the Report of the Meeting held on 7 February 2005  
(Copy attached for Members)
  - (b) Nature Coast Project - To consider the funding of an Interpretation Board on the Beach at Rustington  
(Copy information attached for Members)

20. Naming the New Community Hospital - To agree a suitable name for the Council's Representatives on the Forum to take forward on behalf of the Council
21. Annual Risk Management - To review the Council's Risk Assessment procedures and revise, if necessary  
(Copy of Reports enclosed for Members)
22. Community Asset Register – To consider the Community & Fixed Asset Registers as at 15 March 2005 and approve their content as a true record  
(Copy to follow)
23. Review of Insurance Provision – Clerk to report
24. Health and Safety Policy – To review the Council's existing Policy  
(Copy attached for Members)
25. Arun District Council:-
  - (a) South Downs Shoreline Management Plan - 1st Review - To agree the Council's response, if any, to this Consultation

**Note: This item was deferred at the last Meeting to allow Members to submit individual comments to the Clerk**
26. West Sussex County Council:-
  - (a) Road Safety in West Sussex - To consider a letter and leaflet received from the Road Safety Community Safety Liaison Officer  
(Copies enclosed for Members)
  - (b) Re-development of Rustington Centre - To receive an Invitation to a Meeting on 12 April 2005  
(Copy attached for Members)
  - (c) County Council Local Committees - To re-consider the Council's stance in this matter - Chairman to report
27. Sussex Associations of Local Councils:-
  - (a) Code of Conduct - To consider a letter received from Trevor Leggo, Executive Officer  
(Copy attached for Members)
  - (b) Courses for 2005 - Clerk to report
28. Security Services - To consider quotations received from Tram Security Services and Clerk to report  
(Copies attached for Members)
29. Woodland Park Sportsfield - Repairs to Boundary Fencing - To consider two quotations received from R J Meaker Fencing and Chris Rowbotham Construction  
(Copies attached for Members)
30. To receive Reports from Members attending other External Meetings. (If any)
31. Urgent matters arising, for information only, since the preparation of this Agenda

32. To note the following Documents and Publications received for Members' information:-

- (a) Arun Times – Issue 17 – Spring 2005
- (b) Campaign to Protect Rural England – "Countryside Voice" – Spring 2005
- (c) Campaign to Protect Rural England - Houses and Gardens 2005
- (d) Campaign to Protect Rural England - Fieldwork - March 2005
- (e) Britain in Bloom - Bloom Review - Issue No. 6 - Spring 2005