

19 September 2006

Dear Councillor (and Parishioners for information)

NOTICE IS HEREBY GIVEN that the **Monthly Meeting** of the Council will be held on **Monday 25 September 2006** 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 C Pryor - 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 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)

4. To confirm the Minutes of the Monthly Meeting held on 24 July 2006 (Copy attached)
5. Sussex Police:-
 - (a) To note an email received from PCSO Andy Orpin (Copy attached for Members)

- (b) To receive a Report from Sergeant Stobart and/or PCSO Craig Wilson (if in attendance)
 - (c) Sussex Police Authority Public Meeting - To note the details of the Public Meeting to be held on 5 October 2006
(Copy attached for Members)
 - (d) 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 7 August 2006 and 4 September 2006
(Copies previously circulated)
 11. Finance and General Purposes Committee:-
 - (a) To note the Report of the Meeting held on 21 August 2006
(Copies previously circulated)
 - (b) To receive a Report of the Meeting held on 25 September 2006 from the Chairman of the Committee, and to consider the Recommendations contained therein
(See Finance and General Purposes Committee Agenda and attached information)
 12. Emergency Planning Committee - To receive the Report of the Meeting held on 7 August 2006 and to consider any Recommendations contained therein
(Copy enclosed)
 13. Traffic Issues Working Party - To note the Report of the Meeting held on 5 September 2006
(Copy attached for Members)
 14. Arun Eastern Parishes Group - To note the 7 September 2006 Meeting Report
(Copy attached for Members)
 15. External Auditor's Certificate - Completion of Audit for the year ended 31 March 2006 - To note the External Auditor's Certificate and Opinion, as incorporated in the Annual Report
(Copy attached for Members)
 16. Rustington Youth Centre - Progress Report
 17. Combined Cleansing Contract - To consider a Report from the Clerk of the Council together with revised Specifications
(Copy to follow)
- Note: This item was deferred at the Finance and General Purposes Committee Meeting on 21 August 2006 (Minute 87/06 refers) for the Cleansing Contract of the Public Conveniences and Bus/Beach Shelters to be revised**
18. Chairman and Vice-Chairman - Chains of Office - Progress Report

19. Rustington Museum Project:-
 - (a) Progress Report
 - (b) Heritage Lottery Fund Grant Application - To consider estimated Fee Proposals received from Jenny Martin and Action Planning
(Copies attached for Members)
20. Rustington-In-Bloom - Progress Report
21. Parish Healthcheck/Action Plan - Progress Report
22. Annual Civic Thanksgiving Service & Presentation Reception - Matters arising
23. Broadmark Lane Public Conveniences - Progress Report
24. New Christmas Lighting Scheme - To consider:-
 - (i) increasing the Council's contribution for 2006 to a maximum of £6,000 (Minute 91/06 refers)
 - (ii) a further commitment of £5,000 per annum for 2007 and 2008
 - (iii) authorising the Clerk to sign the Agreement, with Blachere Illumination UK Limited, for the hire of certain items of equipment on behalf of the Partnership between the Council, Rustington Chamber of Trade and Commerce and Store Property Investments Limited, in a total sum of £7,981.44 (£2,660.48 per partner) for the three year period 2006 to 2008
25. Website - Councillors' Email Addresses - Clerk to report
26. Worthing Road Graveyard - To consider a letter received from Mrs Mary Taylor, the Rustington Historian
(Copy attached for Members)
27. Rustington Football Club (Youth Section) - Use of North Field - To consider a letter received from the Honorary Secretary
(Copy attached for Members)
28. Arun District Council:-
 - (a) Ash Lane, Rustington - To note a letter received from the Principal Planner, Conservation/Design
(Copy attached for Members)
 - (b) Byelaws - Pleasure Boats - To consider the draft Byelaws in this regard
(Copy attached for Members)
 - (c) West Sussex Mobile Energy Efficiency Advice Centre - The Woodlands Centre - Monday 23 October 2006 - To note a letter received from the Energy Efficiency Officer
(Copy attached for Members)
 - (d) Annual Parishes Meeting - To consider a letter received from the Head of Strategy & Partnership
(Copy attached for Members)
 - (e) Local Development Framework - Core Strategy Consultation - To note a letter received from the Planning Policy Manager
(Copy attached for Members)

29. West Sussex County Council:-
 - (a) Adults' Services - To note a letter received from the Director of Adults' Services
(Copy attached for Members)
 - (b) Draft South East Plan - To note the County Council's response to the Public Consultation Document
(Copy enclosed for Members)
 - (c) Materials Resource Management Strategy - Consultation with Community Involvement Groups - To note a letter received from the Strategy & Services Manager, together with the Draft Qualitative Report
(Copy enclosed for Members)
30. Southern Water - Dealing with the Drought - To note a letter and enclosure received from the Water Planning and Strategy Manager
(Copy attached for Members)
31. Sussex and Surrey Associations of Local Councils:-
 - (a) New Councillor Course - 3-5 November 2006 - Clerk to report
(Booking Form enclosed for Members)
 - (b) SALC - To receive an Invitation to attend the Annual General Meeting on 12 October 2006
(Copy attached for Members)
32. Action in Rural Sussex - To receive an Invitation to attend the Annual Conference on 12 October 2006 at the South of England Showground, Ardingly - Clerk to report
(Copy attached for Members)
33. Protection of Private Gardens Bill - To note correspondence with Peter Bottomley, MP in this regard
(Copy attached for Members)
34. Campaign to Protect Rural England - To consider a letter received from the Chairman and to agree the Council's response to the Questionnaire
(Copy attached for Members)
35. Environment Agency - Draft Arun and Western Streams Catchment Flood Management Plan (CFMP) - To note an email received from the Strategic and Development Planning Department, The Environment Agency
(Copy attached for Members)
36. Fairtrade Rustington Campaign - To receive a proposal from Neil and Mia Day of The Sandwich Bar
(Copy attached for Members)
37. To receive Reports from Members attending other External Meetings (if any)
38. Urgent matters arising, for information only, since the preparation of this Agenda
39. To note the following Documents and Publications received for Members' information:-
 - (a) Allotments Regeneration Initiative - Newsletter - Autumn 2006
 - (b) Alzheimer's Society - Worthing & District Branch - Newsletter - Summer 2006
 - (c) CPRE - "Fieldwork" - September 2006
 - (d) ICIS - "Wellspring West Sussex" - Issue No. 3 - 2006
 - (e) Rustington Residents Association - "Topics" - August 2006

- (f) Sea Estate Residents Association Ltd. - "Seranews" - Summer 2006
- (g) Southern Water - Drought Update - Summer 2006
- (h) St Barnabas Hospice and Chestnut Tree House Children's Hospice - "Life" - Summer 2006