

## **RUSTINGTON PARISH COUNCIL**

**MINUTES:** of the Monthly Meeting held on 28 April 2008

**PRESENT:** Councillors M Warrington (Chairman), A Akbar, Mrs C Broomfield, J Ceiriog-Hughes, J Collins, R Grevett, Mrs F Harrison, Mrs S Lines, D Murphy, D Rogers, R Steward and G Tyler

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### **106/08      RESIGNATION OF COUNCILLOR P HARRIS**

The Clerk reported that she had previously circulated a copy of a letter of resignation received from Councillor Harris.

The Council NOTED this information with regret and RESOLVED that the Chairman should write to Councillor Harris, on behalf of the Council, expressing thanks and appreciation for his work and efforts during his time as a Member of the Council.

The Clerk said that arrangements would now be made for this vacancy in the East Ward to be advertised in the local Press, on all of the Notice Boards throughout the Village, and on the Council's Website, giving members of the public an opportunity to claim a by-election.

She said that if a by-election was not called for by the due closing date, she would make arrangements for this vacancy to be advertised for filling by the co-option process.

The Council NOTED this information.

### **107/08      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Field (Work Commitment) and Perry (Work Commitment). These apologies were accepted by the Council.

Councillor Tyler tendered his apologies, in advance, for having to leave the Meeting after consideration of Minute 122/08. He said that he had to attend an event to celebrate the 10th Anniversary of the Inauguration of Kingston Parish Council, in his official capacity as Chairman of the Arun District Council.

### **108/08      MINUTES**

The Minutes of the Monthly Meeting held on 17 March 2008 and the Special Meeting held on 7 April 2008 were signed by the Chairman as a correct record.

### **109/08      SUSSEX POLICE**

#### **(a) Report from PCSO Wilson**

The Chairman of the Meeting welcomed Acting Sergeant Ottery, PC Banham-Brown and PCSO Wilson and thanked them for attending the Meeting.

Acting Sergeant Ottery introduced himself to the Council and said that, following the departure of Sergeant Stobart, he had assumed the role of Sergeant for the NST Arundel and East Neighbourhood Policing Team for a temporary period.

The Council was pleased to NOTE this information.

PCSO Wilson then reported on the crime statistics for the rolling 90 days as follows:-

Crimes in Rustington East - 85, representing an increase of 19  
Detected Crimes - 13  
Detection Rate - 15.3%

Crimes in Rustington West - 104, representing an increase of 31  
Detected Crimes - 31  
Detection Rate - 29.8%

He also provided a monthly summary for the period from 25 March 2008 and 24 April 2008 as follows:-

294 calls received via Police call handling for Rustington East and West area, compared to 271 for the same period in the previous year. These included:-

17 relating to Criminal Damage	4 relating to Vehicle Crime
2 relating to Burglary	19 relating to Theft
9 relating to a Violent Crime	0 relating to a Sexual Crime

In his overview, PCSO Wilson reported that over the last month, and particularly during the half term period, many residents from the Allangate Estate had reported a rise in both Criminal Damage and Anti-Social Behaviour. In the immediate term, PCSO Wilson said that he and the Neighbourhood Specialist Team would be stepping up high visibility police patrols in Guildford Road and the surrounding area. In the longer term, this issue would be being raised at the Neighbourhood Management Forum Meeting, when the possibility of engaging a multi agency problem solving approach for this area would be considered. This would involve inviting key Agencies from the Council - Anti Graffiti, Housing etc., to help tackle the problem. PCSO Wilson said that he would keep the Council fully updated with any progress in this regard.

PCSO Wilson also reported that he had managed to solve the problem of the ongoing spate of 'egging' at houses in Worthing Road. The youths concerned had all been dealt with both through Angmering School and by home visits from himself. He had also contacted the store from which the eggs were being brought by the youths. He advised anyone who felt that they were being targeted by this type of behaviour to contact the Police.

He also advised that residents of the Harsfold Road area should be aware of two burglaries that had occurred during mid April. Both incidents had taken place in the early hours of the morning and were clearly linked. He said that everyone should consider home security at this time, and if they had any questions they should contact him so that he could either send them some literature, or recommend some useful websites.

He concluded his Report by referring to an Anti-Social Behaviour Order which had been issued to Joby Akira, a resident of Dinsdale Gardens, details of which would shortly be available in the Press.

The Police Officers present then responded to certain matters raised by Members and the Chairman thanked PCSO Wilson for his most comprehensive Report.

**(b) Community Safety Representative's Report**

Councillor Mrs Lines said that as previously reported by PCSO Wilson, the Neighbourhood Management Forum would be meeting on 30 April 2008, when the current problems being experienced in respect of the Allangate Estate would be discussed.

**110/08 DISTRICT COUNCILLORS**

The Clerk reported that apologies for absence had been received from Councillor Chapman.

Councillors Mrs Bower and Clayden reported on the following matters relating to the District Council:-

- (a) Re-organisation of Planning Department - £500m investment going into the District from private development - Separate team of Planning Officers being built up - Should provide more efficient and effective service in the future
- (b) Possible ECO Town at Ford - Select Committee being set up to investigate all aspects of the proposals

- (c) Licensing Act 2003 - Application for Sale of Alcohol Off-Licence - Tesco, 7 Sterling Parade, Rustington.

The Council NOTED this information, and the Chairman thanked Councillors Mrs Bower and Clayden for their attendance.

#### **111/08      COUNTY COUNCILLORS**

Councillor Moor thanked the Council for allowing him the opportunity of commenting on matters relating to the County Council.

He referred particularly to the following:-

- (a) West Sussex Safer Routes to School Scheme - Matters now finalised - Implementation will be discussed further at Meeting of Working Party in June
- (b) Proposed widening of access and introduction of Pedestrian Crossing - A259 in vicinity of Sainsbury's Superstore - Going ahead - Meeting of Working Party in June to finalise arrangements - Ways of improving traffic congestion problems on A259 also to be discussed at aforementioned Meeting
- (c) Future of Abbotswood - Clearance works now taking place with the exception of the principal building, which will not be demolished until Appeal is decided upon - Problem now discovered with presence of asbestos in buildings
- (d) Sea Lane - Traffic Issues - Nothing further to report at the present time - Possible schemes being investigated
- (e) New Chairman now appointed - Mr Mark Dunne.

The Council NOTED this information, and the Chairman, on behalf of the Council, expressed his appreciation to Councillor Moor for his detailed Report.

#### **112/08      REPORT OF CLERK OF THE COUNCIL**

##### **(a)      Grant Aid**

The Clerk reported the receipt of a letter of thanks and appreciation from the CVS-Arunwide in respect of the recent Grant Aid awarded.

The Council was pleased to NOTE this information.

#### **113/08      CHAIRMAN'S REPORT**

The Chairman reported on his official representation and attendance at Meetings, Events and Functions since the last Monthly Meeting as follows:-

- Arun District Council - Chairman's Final Reception - Arun Civic Centre - 24 April 2008
- Mayor of Worthing - Service of Thanksgiving - The Salvation Army, Worthing - 27 April 2008

On behalf of both the Council and himself, the Chairman thanked Councillor Tyler for all of his hard work and commitment during his term of office as Chairman of the Arun District Council.

He concluded by reporting that he had been invited to the 10<sup>th</sup> Anniversary of the Inauguration of Kingston Parish Council at the East Preston and Kingston Village Hall, which he hoped to attend after the Meeting.

The Council NOTED this information.

**114/08**      **PLANNING COMMITTEE**

The Council NOTED the Reports of the Planning Committee Meetings held on 17 March 2008 and 7 April 2008. (Copies previously circulated).

**115/08**      **FINANCE AND GENERAL PURPOSES COMMITTEE**

The Council received and considered the Report of the Finance and General Purposes Committee Meeting held on 28 April 2008. (Verbal Report from the Chairman of the Committee).

The Council RESOLVED that the Recommendations contained in the Report of the Finance and General Purposes Committee Meeting held on 28 April 2008 be APPROVED.

**116/08**      **ANNUAL REVIEW OF THE EFFECTIVENESS OF THE COUNCIL'S AUDIT ARRANGEMENTS**

The Council considered the Minutes of the Internal Audit Committee Meeting held on 31 March 2008.

The Council RESOLVED that the Recommendation contained in the Report of the Internal Audit Committee Meeting held on 31 March 2008 be APPROVED. A copy of the Report is attached and forms a part of these Minutes.

**117/08**      **ANNUAL ASSEMBLY OF THE PARISH MEETING**

The Council NOTED the Minutes of the Annual Assembly of the Parish Meeting held on 3 April 2008.

**118/08**      **ATTENDANCE RECORD**

The Council NOTED the attendance Record for Council and Committee Meetings for the period April 2007 to March 2008 inclusive.

**119/08**      **CASUAL VACANCY**

The Clerk referred to Minute 36/08 and said that as there had been no call for an election in respect of this vacancy, it would now need to be advertised for filling by the co-option process. She said that in view of the additional vacancy caused by the resignation of Councillor Harris, it might be preferable to await the outcome of any call for a by-election in this regard before proceeding with advertising the two vacancies jointly, for filling by the co-option process.

The Council NOTED this information and RESOLVED unanimously that the filling of the current vacancy caused by the resignation of Councillor Lauretani, by the co-option process, should be held in abeyance, pending the outcome of the forthcoming call for a by-election caused by the resignation of Councillor Harris.

**120/08**      **RUSTINGTON YOUTH CENTRE**

**(a)**      **Progress Report**

The Clerk reported that, unfortunately, some vandalism damage had occurred at the Centre during the previous weekend. She said that the Police had been informed and were currently investigating this matter.

The Council was concerned to NOTE this information.

**(b)**      **Management Committee**

The Council considered the Report of Management Committee Meeting held on 15 April 2008.

The Council RESOLVED that the Recommendation contained in the Report of the Management Committee Meeting held on 15 April 2008, to waive the hiring charges in respect the Under 13s and Under 8s Clubs for the period from 1 April 2008 to 31 March 2009 be APPROVED.

**121/08      RUSTINGTON MUSEUM PROJECT**

**(a)   Progress Report**

Councillor Tyler reported that the renovation works were now complete and the Cottage had been formally handed back to the Council on 24 April 2008. He said that the possibility of a wrought iron decorative gate with the words "Rustington Museum" being incorporated in an arched top, was currently being investigated by the Architect, and it was hoped that this would be able to be installed in the very near future. He said that the CCTV System, telephones and computers were due to be installed within the next two weeks, and it was hoped that estimates in respect of the fitting out of the Cottage with purpose built display units would be being obtained for consideration by the Management Committee, and subsequently, the Council, shortly.

He then referred to the Curator position and said that the closing date for applications had now passed, with 14 applications being received. He confirmed that a short-list would be being drawn up by the Management Committee at its Meeting on 1 May 2008, with interviews taking place as soon as practicably possible after this date. He said that it was still the objective of the Management Committee for the Museum to be opened in September 2008.

The Council was pleased to NOTE this information.

**(b)   Progression of Project - Phase 2 - Construction of the Café**

The Clerk referred to Minute 108/08 and reported the receipt of a letter from Boxall Sayer in respect of Phase 2 of the Project, namely the construction and fitting out of the Café only. She said that the costs in respect of this Phase of the Project had now been agreed in the sum of £135,527.00.

Following a detailed discussion the Council RESOLVED:-

- (a) That Standing Orders Nos: 76 (2), (3) and (4) be waived, in accordance with Financial Regulation 11(c), in view of the fact that R Rawlins Limited had provided the lowest Tender in respect of Phase 1 of the Project, which had been carried out most professionally and to a very high standard, within the Tender price quoted
- (b) That the current Contract with R Rawlins Limited be extended to include Phase 2 of the Museum Project, namely the construction and fitting out of the Café only, in the sum of £135,527.00 excluding professional fees and VAT
- (c) That an application for borrowing approval be made with a view to a loan being obtained from the Public Works Loan Board, in the sum of £175,000.00 repayable over a period of 15 years, in order to progress with Phase 2 of the Project
- (d) That a virement of funds from the Opportunity Purchases Fund in the sum of £16,500.00 be made to provide for the costs involved in servicing the loan during the current financial year, with provision being made in the Council's future Annual Budgets to meet the servicing costs involved for the duration of the loan.

The Clerk said that she would provide a progress report in this regard at the next Full Council Meeting.

**Councillor Tyler left the Meeting at this juncture.**

**(c)   Raise the Roof Campaign**

The Clerk reported that there had been no further donations received in respect of the Raise the Roof Campaign the total for which still remained at £5 543 00

The Council NOTED this information and AGREED that the Management Committee should be asked to consider changing the name of this Campaign, now that the thatching of the roof was complete.

**122/08      RUSTINGTON-IN-BLOOM**

The Clerk referred to Minute 89/08 and reported that the unannounced Britain in Bloom judging period had commenced on 12 April 2008 and was due to end on 4 May 2008, and the In-Bloom Committee was confident that everyone involved was doing as much as possible to ensure that the Village was at its best at all times.

She said that the South and South East in Bloom Competition judging date for both the Village and the Woodlands Recreation Ground had been set for Friday 11 July from 9.30 am to 12 noon and 2.00 pm to 3.00 pm respectively. She said that the route was currently being finalised and would be circulated to all Members in the near future.

She said that the Campaign was progressing really well, with the major landscaping enhancement in Ash Lane, complete, together with the installation of a floral display on the roundabout at the junction of Worthing Road and Mill Lane. The sponsor list now included Store Property Investments Limited, Owen Electrical, Ferring Nurseries, The Windmill Inn, Employment Law Services and Dolland and Aitchison.

She said that almost £1,000.00 had been raised from the "Catwalk Connections" Fashion Show on 18 April, and it was hoped that this impressive trend would continue with the other fund-raising events planned for 2008, which included:-

Saturday 24 May - 10.00 am to 12.00 noon - Plant Sale in the Methodist Church Gardens (Junction of Claigmar Road and The Street)

Saturday 7 June - Grand Tombola Stall at the Rustington Carnival, Woodlands Recreation Ground, Woodlands Avenue.

In respect of the Tombola, she reminded Members that donations of any suitable prizes will be gratefully received.

**123/08      RUSTINGTON COMMUNITY PARTNERSHIP (FORMERLY PARISH COMMUNITY ACTION PLAN)**

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Councillor Ceiriog-Hughes reported that the Management Committee had now prioritised various items from the Action Plan which it was felt could be achieved in the early stages of the Partnership without the need for too much funding.

He said that the Constitution and Memorandum of Understanding would be being placed on the next Full Council Agenda for consideration. He advised that once these documents had been approved, applications could be made for grants from various sources to assist with what was deemed to be the most important action required, namely the production of a Village Design Statement.

The Council was pleased to NOTE this information.

**124/08      PARISHIONERS' AWARD**

The Clerk reported that a total of five nominations (from 8 nominators) had been received for the individual award, and one nomination had been received for the group/organisation award, in response to the Press Release issued earlier in the year. She said that a Meeting of the Working Party would now need to be convened to consider the nominations received.

Following a brief discussion, the Council AGREED that a date for the Meeting of the Working Party should be set at the Annual Council Meeting.

**125/08**      **FUTURE OF ZACHARY MERTON COMMUNITY HOSPITAL**

The Council NOTED a letter received from Ms T Tompkins, Assistant Director, Primary Care, advising that in future the Council would be invited to send a representative to all Meetings of the East Arun Steering Group.

The Council was pleased to NOTE this information.

**126/08**      **HESSEN INTERNATIONAL SUMMER UNIVERSITY SCHOLARSHIP 12 JULY-9 AUGUST 2008**

The Clerk referred to Minute 54/08 and reported that a student, namely Ben Laker, had now been selected to represent Rustington at the 2008 Summer University. Councillor Rogers then gave a brief summary of his qualifications and background and said that it was again hoped that the successful applicant would be a good ambassador for Rustington at the forthcoming Summer University.

The Clerk advised the Council that the student had been asked to make a Report to the Council, and a Presentation to the Twinning Association, following his attendance at the Summer University.

The Clerk then reminded Members that it had been previously agreed that the student's travel and living expenses would be funded from the Twinning budget vote. She said that in the previous two years, the sum of £450.00 had been given to the student to cover the aforementioned costs, and she hoped that the Council would agree to the figure being increased to £500.00 for the 2008 Summer University.

The Council NOTED this information and RESOLVED that £500.00 be paid to Ben Laker to cover the living expenses in respect of his attendance at the 2008 Summer University. Councillor Rogers said that the Twinning Association would also be providing some financial assistance for Mr Laker.

**127/08**      **EQUAL OPPORTUNITIES POLICY**

The Council reviewed the Council's existing Equal Opportunities Policy and RESOLVED to take no further action in respect of any amendments to this Policy at the present time. A copy of this Policy is attached and forms a part of these Minutes.

**128/08**      **VILLAGE MEMORIAL HALL - CHAIR STORAGE FACILITY/FURNITURE STORE - EXTENSION OF ROOF**

The Council considered Estimates received from Arun Property Services and Chris Rowbotham Construction in respect of the extension of the roof to the Chair Storage Facility/Furniture Store as follows:-

<b>Arun Property Services</b>	<b>£1,090.00</b>
<b>Chris Rowbotham Construction</b>	<b>£1,100.00</b>

Following a discussion, the Committee RESOLVED that the Quotation received from Chris Rowbotham Construction in the sum of £1,100.00 for the extension of the roof to the Chair Storage Facility/Furniture Store be ACCEPTED.

**129/08**      **RUSTINGTON FOOTBALL CLUB**

The Clerk reported the receipt of representations from two members of the public, expressing concern that the Football Club was breaching the terms of the Legal Agreement by introducing a shelter within the boundaries of the Sports and Social Club land. She said that another concern for the aforementioned individuals was the fact that there were rumours that the Club were trying to enlist support for floodlights to be installed on the Recreation Ground.

Following a further discussion, the Council RESOLVED to take no further action in respect of the small shelter which was located within the boundaries of the Sports and Social Club land at the present time and

that until such time as a formal approach was received from the Football Club in respect of the possible installation of floodlights, to take no further action, but monitor the situation carefully.

**130/08      BEACH SHELTER - JUNCTION OF SEA LANE AND SEA ROAD**

The Council considered a letter received from Mrs K Ralph requesting that the Council consider the possibility of not re-building the Beach Shelter at the junction of Sea Lane and Sea Road.

Following a detailed discussion, the Council AGREED that a response should be made to Mrs Ralph, advising that it was the Council's intention to replace the Shelter, which was well used by many members of the local community and visitors alike, but that consideration would be given at the design stage, at ways in which incidents of anti-social behaviour and criminal damage could be prevented or, at the very least, deterred.

The Council also AGREED that with Mrs Ralph's permission, a copy of her letter should be passed on to PCSO Wilson for information.

**131/08      PROPOSED PEDESTRIAN SAFETY SCHEME - SEA LANE**

The Chairman referred to Minute 73/08 and reported that the Clerk had previously circulated two further letters received from Mr K Grimes in this regard. He also reminded Members of the questions raised by Mr Grimes during the Public Question Time as follows:-

1. Will the Parish Council please advise the County Council that:-
  - (a) The provision of a pedestrian refuge in Sea Lane, in the vicinity of The Grangeway, is not an acceptable alternative to the provision of footpaths at Hobbs Farm/Cottages, and
  - (b) The preparation of a scheme for the provision of footpaths, either with or without the addition of traffic signals, should proceed for consultation as a matter of urgency?
2. Will the Parish Council please consider advising both the Chamber of Trade and Commerce and St Bridget's Cheshire Home of the negotiations and seek their support?

Following a brief discussion, the Council RESOLVED that the County Council should now be formally approached and advised that:-

- (a) The provision of a pedestrian refuge in Sea Lane, in the vicinity of The Grangeway, would not be an acceptable alternative to the provision of footpaths at Hobbs Farm/Cottages

with a request that:-

- (b) The preparation of a scheme for the provision of footpaths, either with or without the addition of traffic signals, should now proceed for consultation as a matter of urgency.

The Council also AGREED that both the Chamber of Trade and Commerce and St Bridget's Cheshire Home should be made aware of the negotiations with a view to seeking their support.

The Chairman advised the Council that he had already advised the residents of the St Bridget's Cheshire Home verbally of the situation in this regard.

**132/08      A259 NEW ROAD IMPROVEMENTS**

The Clerk reported that she had received a large sized plan of the proposed road improvements on the A259 New Road in the vicinity of the Rustington Retail Park, which was on display in the Council Chamber for Members' information.

The Council NOTED this information

**133/08      ANGMERING YOUTH FORUM**

The Council considered an email received from Ms P Turner regarding the Forum's plan to purchase a double decker bus, which would be refurbished to provide a coffee bar and chill area for the Angmering teenagers. The Forum was also offering to take the bus to other Villages on the nights that it was not being used in Angmering, and was asking the Council to consider whether it would be interested in using the bus in the Village.

Following a brief discussion, the Council RESOLVED that it would be interested in considering this matter further, once the bus was operational and feedback had been received as to its success.

**134/08      WEST SUSSEX COUNTY COUNCIL - MATERIALS RESOURCE MANAGEMENT CONTRACT - BRIEFING NOTE 1**

The Council NOTED the Material Resource Management Contract - Briefing Note 1 received from Mr P Russell, Head of Wastes Management Services.

**135/08      WEST SUSSEX COUNTY COUNCIL - CONSULTATION ON FUTURE OF JOINT AREA COMMITTEES IN ARUN**

The Council NOTED a letter received from the Deputy Leader of the Council advising that following the recent consultation in respect of the future of the Joint Area Committees, the County Council had decided to continue to support the Committees in their present form.

**136/08      WEST SUSSEX COUNTY COUNCIL - BOUNDARY COMMITTEE FOR ENGLAND (BCFE)**

The Council NOTED email correspondence received from Mr C Duggan, Principal Member Services Officer which the Boundary Committee for England had asked to be shared with Parish and Town Councils in the County. The information contained the December 2007 County Electorate Figures by Parish, together with the West Sussex County Council existing Electoral Divisions and their figures for 2007 and 2012.

**137/08      WEST SUSSEX COUNTY COUNCIL - JOINT EASTERN ARUN AREA COMMITTEE**

The Council NOTED the Agenda for the Meeting to be held on 29 April 2008, together with the Minutes of the Meeting held on 22 January 2008.

**138/08      ARUN DISTRICT COUNCIL - LICENSING ACT 2003**

**(a)      Tesco, 7 Sterling Parade, Rustington - Licence No. 8356**

The Clerk reported the receipt of a Licence Application in respect of Tesco, 7 Sterling Parade, Rustington. She advised that comments in this regard were required by 8 May 2008.

She said that the Licence Application was for an Off-Licence to sell alcohol from 6.00 am until 11.00 pm, 7 days per week.

The Clerk also said that she had previously circulated a representation from a number of concerned parishioners.

Following a detailed discussion, the Council RESOLVED to object to the application for an Off-Licence on the following grounds:-

- (a)      The granting of the requested Licence could encourage and result in the sale of alcohol to youths, which would, almost certainly, result in them gathering and causing a public nuisance and, in particular, criminal damage to neighbouring properties, street furniture and the Methodist Church gardens and grounds at the junction of The Street and Claiomar Road

**(b) Somerfield Stores, 1 Broadmark Lane, Rustington - Licence No. 6554**

The Clerk reported the receipt of a Variation to the Premises Licence in respect of Somerfield Stores, 1 Broadmark Lane, Rustington.

She said that the Application was to vary the Premises Licence to include extending the hours for the sale of alcohol for Mondays to Saturdays to 7.00 am until 11.00 pm.

Following a detailed discussion, the Council RESOLVED to take no further action in this regard.

**(c) BP Oil UK Limited, Worthing Road, Rustington - Licence No. 8308**

The Clerk referred to Minute 103/08 and reported that a Hearing in respect of this application had been held on 25 April 2008, at which Councillor Tyler had represented the Council and explained the reasoning behind its objections.

Councillor Tyler said that the Application had been granted, but conditions had been attached to the permission as follows:-

- “(i) No more than 20% display area will be used for the sale of alcohol
- (ii) Late Night Refreshment - Hot drinks only to be sold from 11.00 pm to 5.00 am
- (iii) The Licence holder will invite the Parish Council and the Police to meet at regular intervals to discuss any issues relating to the licensable activities that may arise at the store.”

The Council NOTED this information and AGREED that should a Licence be granted in the case of Tesco, then a request should be made for condition (iii) above to be attached to the Licence.

**139/08 ARUN DISTRICT COUNCIL - ARUN LOCAL STRATEGIC PARTNERSHIP - “OUR KIND OF PLACE”**

The Clerk reported the receipt of an email from the Economic and Cultural Development Department advising that the Arun Local Strategic Partnership, in partnership with the Arun Joint Area Committees, would like the Council's input into the review of the Community Strategy “Our Kind of Place”.

She said that a Meeting had been arranged for 19 May 2008 in the John de Bohun Room at The Woodlands Centre, from 5.30 pm to 8.30 pm and it was hoped that a representative from the Council would be able to attend. She reminded Members that, unfortunately, this was on the same evening as the Council's Annual Meeting.

Following a brief discussion, the Council RESOLVED that Councillors Mrs Lines and Tyler (if possible), should attend the Meeting on behalf of the Council, for a short period of time prior to the Annual Meeting.

**140/08 ARUN DISTRICT COUNCIL - AN INTRODUCTION TO ARUN FOR ALL TOWN AND PARISH CLERKS AND COUNCILLORS**

The Clerk reported the receipt of an Invitation to two “An Introduction to Arun for all Town and Parish Clerks and Councillors” Information Days, which were scheduled to be held on 10 July 2008 and 7 November 2008. She said that this was an extremely informative day in respect of the workings and vision of the District Council and a number of members of the Council's administrative personnel and herself had previously attended one of these induction days.

The Council NOTED this information and AGREED that any interested Members should advise the Clerk as soon as practicably possible.

**141/08      ARUN DISTRICT COUNCIL - RECYLING**

The Chairman reported in detail on his recent Meeting, together with Clerk, with Mr K Basford, Head of Environmental Services.

He referred particularly to the assurances that had been received from Mr Basford, that the District Council had no plans to move to fortnightly waste collections, and also the fact that glass and tetra-packs would also be included in the recycling collections with effect from 2009 when the new Manufacturing Recycling Facility would be operational. He said that it was also the District Council's aim to reduce the number of bags collected per household to three bags.

He confirmed that he had advised Mr Basford that the Council was anxious to become more energy efficient and also wanted to support the District Council, in this regard as much as possible.

The Council NOTED this information.

**142/08      ARUN DISTRICT COUNCIL - SEMINAR ON COASTAL DEFENCE**

The Clerk reported the receipt of an Invitation to attend a Seminar on Monday 21 July 2008 at the Arun Civic Centre, which was being held to provide an opportunity to discuss the impact of climate change and what this might mean for coastal defences over the next 50 to 100 years.

Following a brief discussion, it was AGREED that the present Chairman and Councillor Akbar should represent the Council at this Seminar.

**143/08      SOUTH EAST ENGLAND REGIONAL ASSEMBLY - REGIONAL HOUSING STRATEGY 2008-2011**

The Clerk reported the receipt of a copy of the South East England Regional Housing Strategy 2008-2011. She said that the document could also be viewed and downloaded free of charge from the Assembly's website, [www.southeast-ra.gov.uk](http://www.southeast-ra.gov.uk).

The Council NOTED this information and AGREED that any Members interested in having sight of the document should contact the Clerk on an individual basis.

**144/08      DOCUMENTS AND PUBLICATIONS**

The Council NOTED 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

**There being no further business the Meeting concluded at 8.50 pm.**

**Chairman: .....**

**Date: .....**

**During the Public Question Time, the following matter was raised by a Member of the Public:-**

**(a) Proposed Pedestrian Safety Scheme - Sea Lane**