

RUSTINGTON PARISH COUNCIL

MINUTES: of the Monthly Meeting held on 22 June 2009

PRESENT: Councillors Mrs S Lines (Chairman), A Akbar, Mrs C Broomfield, J Ceiriog-Hughes, J Collins, R Grevett, Mrs F Harrison, M Jones, S Perry, D Rogers, G Tyler and P Warren

172/09 RESIGNATION OF COUNCILLOR M WARRINGTON

The Chairman reported the receipt of a letter of resignation from Councillor Warrington. She reminded the Council that Councillor Warrington had resigned because he was moving to Spain.

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

The Clerk said that arrangements would now be made for this vacancy in the West 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.

173/09 APOLOGIES FOR ABSENCE

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

174/09 DECLARATIONS OF INTEREST

Councillor Mrs Broomfield declared a prejudicial interest in Minute 182/09 (Minute 42/09 of the Finance and General Purposes Committee Meeting - 22 June 2009 refers). In the absence of any discussion in respect of this matter, she remained in the Meeting, but did not take part in the vote thereon.

Councillor Tyler declared a prejudicial interest in Minute 182/09 (Minute 42/09 of the Finance and General Purposes Committee Meeting - 22 June 2009 refers). In the absence of any discussion in respect of this matter, he remained in the Meeting, but did not take part in the vote thereon.

Councillor Ceiriog-Hughes, Grevett and Jones declared personal interests in Minute 204/09. They remained in the Meeting during the consideration of this item and took part in the discussion thereon.

175/09 MINUTES

The Minutes of the Annual Meeting held on 18 May 2009 were signed by the Chairman as a correct record.

176/09 SUSSEX POLICE

(a) Report from PCSO E Hartley and PCSO Miss H Pearson

The Clerk reported that apologies for absence had been received from PCSO Elliott Hartley and PCSO Miss Hannah Pearson.

She then said that a copy PCSO Hartley's and PCSO Miss Pearson's Report had been previously circulated to all Members.

In the Report, the crime statistics for the rolling 90 days were as follows:-

Crimes in Rustington East - 53, representing a decrease of 7
Detected Crimes - 3
Detection Rate - 5.7%

Crimes in Rustington West - 73, representing an increase of 20
Detected Crimes - 8
Detection Rate - 11%.

The Report also contained a Monthly Summary for the period from 22 May 2009 to 21 June 2009 as follows:-

259 calls received via Police Call Handling for Rustington East and West area, compared to 319 calls in the same period during the previous year. These included:-

7 relating to Criminal Damage	4 relating to Vehicle Crime
10 relating to Burglary	11 relating to Theft
1 relating to a Violent Crime	1 relating to a Sexual Crime

PCSO Hartley and PCSO Miss Pearson in their overview, advised that the figures represented an increase of burglaries within Rustington, although almost all of these were breaks to sheds rather than houses.

The Report stated that during the last month they had delivered CCTV posters to all units on the Rustington Trading Estate to assist with crime prevention on the Estate, and highlighting the fact that the area is monitored by CCTV 24/7.

A Crime Prevention Day had also been held outside of the former Woolworths store in order to warn people regarding purse thefts and to hand out purse chains to the most vulnerable members of the public. In addition, a Crime Prevention Day had also been held at the Rustington Allotment sites when over one hundred gardening tools had been security marked. The Report also stated that the Message Alert System now had over 30 members.

The Report also stated that PCSO Miss Pearson and PC Banham-Brown were continuing with their dedicated work towards road safety outside of the primary schools in Rustington, with Summerlea School making exceptional progress.

The Report concluded by advising that the recent Rustington Carnival event had been a great success as far as Sussex Police were concerned.

The Committee NOTED this information.

Councillor Akbar expressed his concern at not only the increase in the number of crimes reported for Rustington West, but also the very low detection rates in both the East and West areas of the Parish.

The Chairman said that she would, in her capacity as the Council's Community Safety Representative, raise these concerns with the Police.

(b) Community Safety Representative's Report

Councillor Mrs Lines reported that the last scheduled Meeting in respect of Operation 'In Road' had been cancelled. She said that she had, however, recently spoken to Inspector Parker, who had informed her that the funding required in this regard had been delayed, but that it had recently been agreed and would, therefore, be being progressed in the near future.

The Council NOTED this information.

177/09 DISTRICT COUNCILLORS

Apologies for absence had been received from Councillors Chapman and Clayden.

Councillor Tyler reported on the following matter relating to the District Council:-

- (a) Council working hard to try to make savings to ensure that future budget increases do not exceed 3%

Councillor Mrs Bower reported on the following matters relating to the District Council:-

- (i) Possible ECO Town at Ford - Government findings expected in July
- (ii) South Downs National Park - Proposed new boundary further south - Would make it more difficult to achieve Arundel-By-Pass
- (iii) Council mounting legal challenge against South East Plan - Regarding ECO Town wording

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

178/09 COUNTY COUNCILLORS

(a) Former Councillor Peter Moor

The Council NOTED a letter received from former Councillor Peter Moor.

(b) Report from Councillor Tyler

The Chairman congratulated Councillor Tyler on his recent appointment as County Councillor for Rustington.

Councillor Tyler then thanked the Council for allowing him the opportunity of commenting on matters relating to the County Council. However, he said that at the present time, there were no issues affecting Rustington that he could report on as the County Council had only made its new appointments on 16 June 2009.

He reported that the Chairman of the Council was Councillor Mark Dunn, and the Vice-Chairman, Councillor Mick Hodgson. All of the Cabinet Members had retained their posts, with the exception of the Cabinet Member for Adult Services, and Councillor Peter Catchpole had been appointed to this post. He also advised the Council that he had been appointed as the Deputy Cabinet Member for Adult Services.

He assured the Council that he would be able to provide a more comprehensive Report at the next Meeting.

The Council NOTED this information, and the Chairman thanked Councillor Tyler for his Report.

179/09 CHAIRMAN'S REPORT

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

- 1st Rustington Scout Group - Annual General Meeting and Quiz Night - Group Headquarters - 10 June 2009
- ICIS Open Day - 12 June 2009
- Arundel Town Council - Civic Service and Reception - St Nicholas Church and Arundel Town Hall - 14 June 2009
- Rustington Carnival - Judging entries in Carnival Procession and Opening of Carnival Fete - 20 June 2009

The Council NOTED this information.

180/09 PLANNING COMMITTEE

The Council NOTED the Reports of the Planning Committee Meetings held on 11 May 2009 and 1 June 2009. (Copies previously circulated).

181/09 FINANCE AND GENERAL PURPOSES COMMITTEE

The Council received and considered the Report of the Finance and General Purposes Committee Meeting held on 22 June 2009. (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 22 June 2009 be APPROVED.

182/09 AUDIT OF ACCOUNTS

The Clerk reported that the Accounts for the year ending 31 March 2009, prepared under the Accounts and Audit Regulations 1996, had now been completed and were ready for Audit. She said that it was now necessary for the Council to formally receive and approve the Accounts, prior to submission to the External Auditors.

Following a further discussion the Council RESOLVED unanimously that:-

- (a) The Statement of Accounts and Annual Governance Statement as presented, be formally APPROVED, with a copy of all of these documents being attached to, and forming a part of, these Minutes
- (b) The Chairman of the Council be AUTHORISED to sign the Statement of Accounts, Annual Governance Statement, together with the final set of Accounts, on behalf of the Council.

183/09 LIGHTING AND AMENITIES COMMITTEE

The Council received the Report of the Lighting and Amenities Committee Meeting held on 4 June 2009.

The Council RESOLVED that the Recommendations contained in the Report of the Lighting and Amenities Committee Meeting held on 4 June 2009 be APPROVED.

184/09 TRAFFIC ISSUES WORKING PARTY

The Council NOTED the Report of the Meeting held on 9 June 2009.

185/09 ARUN EASTERN PARISHES GROUP

The Council NOTED the 9 June 2009 Meeting Report.

186/09 APPOINTMENT OF STATUTORY AND STANDING COMMITTEES

The Clerk advised that there were vacancies on the following Committees and the Council AGREED:-

(a) **Planning Committee**

Hold in abeyance pending Election/Co-option of new Members

(b) **Internal Audit Committee**

Councillors Mrs S Lines, A Akbar, G Tyler and D Rogers be appointed.

187/09 **APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES**

The Council RESOLVED that the following Representatives be appointed to serve on Outside Bodies until the Annual Meeting in 2010:-

(a) **Management Committee - Rustington Museum**

Councillor A Akbar

(b) **Rustington Community Partnership**

Councillors Mrs F Harrison and D Rogers

188/09 **RUSTINGTON YOUTH CENTRE**

(a) **Progress Report**

The Clerk said that she had no major issues to report on at the present time, apart from advising the Council that a new Neighbourhood Youth Worker, Ms Anna Marchbank, had now been appointed.

The Council was pleased to NOTE this information.

189/09 **RUSTINGTON MUSEUM AND THE GARDEN CAFÉ**

(a) **Progress Report**

Councillor Tyler reported that the Museum and Café were continuing to operate most satisfactorily. He said that the Museum was continuing to receive a number of donations from members of the local community. He said that the Curator had also received an offer of a loan of items from an individual, whose family had owned a Chemist in the Village which, it was hoped, would feature in one of the display cases in the near future.

He then advised Members that the £4,000.00 contribution in respect of the involvement of The Oak Community Project in the Café had now been received. He also confirmed that the plant sale was proving to be very popular.

The Clerk reported that the Interviewing Panel for the Café Manager position had taken place on 16 June 2009, and it was anticipated that the vacancy for the post of Assistant Manager, would be advertised in the near future, in consultation with the successful applicant for the Café Manager post. She said that a Report, containing details of both appointments would, she anticipated, be included on the Agenda for the next Finance and General Purposes Committee.

(b) **1st Rustington Scout Group**

The Council considered a letter received from Captain Peter Ingram, Group Supporter, 1st Rustington Scout Group, requesting the use of the grassed area of the garden at the Museum, for outdoor and camping activities' training purposes.

Following a further discussion, the Council RESOLVED that, as the Community Partnership had already been formally offered the area in question for its Community Garden Project, for a period of five years, the request received from the 1st Rustington Scout Group would have to be declined at the present time.

190/09 **RUSTINGTON-IN-BLOOM**

The Clerk referred to Minute 160/09 and reported that she had previously circulated a copy of the route, which would, in the main, apply to both the South and South East in Bloom Judging Day, and also to the

Britain in Bloom Judging Day. She said that as the Britain in Bloom Judging was set for the morning, the timings would obviously differ.

She then referred to the Plant Sale and Fashion Show Fundraising Events and confirmed that in excess of £700.00 had been raised from these Events.

The Clerk then reminded Members that the judging date for the South and South East in Bloom Competition was Thursday 16 July 2009, and asked if Members who could assist with the general 'clean up' around the Village advise her as soon as possible. This would enable the In-Bloom Committee to assign various roads and locations to individuals to ensure that the route would be covered for any 'last minute' tasks that required action.

The Council NOTED this information.

191/09 RUSTINGTON COMMUNITY PARTNERSHIP

The Council NOTED the Minutes of the Meeting held on 14 May 2009 together with the Agenda for the Meeting held on 28 May 2009.

192/09 PARISHIONERS' AWARD

The Council considered the Report of the Working Party held on 15 June 2009.

The Council RESOLVED unanimously that:-

- (a) The 2009 Parishioners' Award in respect of an Individual, be awarded to Mr Harry Clark, in recognition of his dedication and unceasing commitment to the preservation of Rustington's Heritage and History for the benefit of the local community
- (b) No award be made in respect of a Group/Organisation in 2009
- (c) The recipient of the Award be announced immediately and that a Presentation be made at the Reception following the Annual Civic Thanksgiving Service on 13 September 2009.

The Clerk reminded Members that as previously agreed, the recipient of the Award would receive £50.00, together with a commemorative dish or trophy, suitably engraved, or a personalised scroll, to keep as a memento.

193/09 ANNUAL TEAM BUILDING DAY

The Council considered a Report from the Clerk of the Council and, during a detailed discussion, the possibility of a more economical trip, incorporating a tour of the Houses of Parliament, to include lunch, was proposed. It was AGREED that this option should be investigated, with a view to organising the trip for some time in November 2009.

The Clerk said that she would report back to the Council, with estimated costings and suggested dates, as soon as practicably possible.

194/09 ARUN DISTRICT COUNCIL - APPOINTMENT OF PARISH REPRESENTATIVE TO ARUN DISTRICT COUNCIL'S STANDARDS COMMITTEE

The Council considered a letter received from Ms W Ashenden-Bax, Solicitor to the Council and Monitoring Officer, advising that the District Council was seeking to fill a vacancy for a Parish Councillor on its Standards Committee.

The Clerk reminded Members that a copy of the Selection Criteria, Person Specification and Role Description had been circulated with the aforementioned letter, and any interested Members should send their details to Ms Ashenden-Bax at the District Council. The closing date for expressions of interest was 31 July 2009.

The Council NOTED this information.

195/09 WEST SUSSEX COUNTY COUNCIL - PROPOSED PEDESTRIAN SAFETY SCHEME

The Clerk referred to Minute 168/09 and said that Mr Bennett had advised her recently that the Signals Team had been delayed for several weeks by other works but should be complete in the near future. He had also confirmed that he would chase those concerned with co-ordinating the scheme to see when and how the consultation would be undertaken. The Clerk said that she had agreed that a display of the Scheme could be mounted in both the Information Centre and the Council Offices as part of the consultation process.

The Council NOTED this information.

196/09 MEMORIAL GARDEN - CHAUCER AVENUE

The Clerk referred to Minute 164/09 and reported that whilst she had been in the process of making enquiries as to the ownership of the piece of land in question, she had received notification from Mrs Taylor that some of the residents of Chaucer Avenue had started to restore the Memorial Garden themselves. She said that they had cleaned the plaque and picked out the gold lettering therein, and had asked whether there would be any possibility of an explanatory plaque being installed by the plaque, giving details of what it actually represented, including the names of those who died when the plane crashed on 17 February 1945.

Following a brief discussion, the Council AGREED to bear the cost of the production and installation of an explanatory plaque for the Memorial Garden.

197/09 SOUTHERN WATER - BUSINESS PLAN 2010-2015

The Council NOTED a letter together with the Performance Report received from Mr L Dawson, Chief Executive Officer, outlining Southern Water's successes and achievements over the past year.

198/09 GOVERNMENT OFFICE FOR THE SOUTH EAST - FORMAL SUBMISSION OF PARTIAL REVIEW TO THE SOUTH EAST RSS IN RELATION TO: SOMEWHERE TO LIVE: PLANNING FOR - GYPSIES, TRAVELLER AND TRAVELLING SHOWPEOPLE IN THE SOUTH EAST

The Clerk reported the receipt of the South East England Partnership Board's formal submission of partial review to the South East RSS in relation to: Somewhere to Live: Planning for Gypsies, Travellers and Travelling Showpeople in the South East. She said that she had also received a copy of all of the associated documentation. She said that the closing date for comments in respect of the Partial Review Document was 1 September 2009.

Following a brief discussion, the Council RESOLVED to take no further action in respect of this Document.

199/09 RUSTINGTON CHAMBER OF TRADE AND COMMERCE

Councillor Tyler reported on his attendance, in the capacity of Volunteer Manager of The Garden Café, together with Councillor Mrs Broomfield, at a Meeting of the Rustington Chamber of Trade and Commerce.

The Council NOTED this information.

200/09 ARUN COMMUNITY HOSPITAL - PROJECT STEERING GROUP

The Chairman reported on her attendance at a Meeting of the Steering Group held on 11 June 2009 and said that the group was now going to be split into two groups. She said that the main objective now was to, once again, ensure that the necessary funding was secured.

The Council NOTED this information.

201/09 JOINT EASTERN ARUN AREA COMMITTEE - HIGHWAYS AND TRANSPORT WORKING GROUP

The Chairman reported on her attendance at the Meeting of the Working Group held on 16 June 2009 and advised the Council that County Councillor Peter Evans had now assumed the role of Chairman of the Group. She said that concerns had been raised in respect of the new access road for the proposed Car Showroom Site on the north west side of Windmill Bridge.

202/09 EXCLUSION OF THE PUBLIC AND PRESS

The Council, Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, RESOLVED that the Public and the Press be excluded from the Meeting because of the confidential nature of the next two items of business to be transacted.

203/09 CASUAL VACANCY

The Council considered the Report of the Interviewing Panel held on 15 June 2009 and RESOLVED that Mr Geoffrey Eyre be co-opted to the Council to fill the vacancy in the East Ward until the Elections in 2011.

(Prior to consideration of the following item Councillors Ceiriog-Hughes and Grevett declared personal interests, in their capacity as the Council's Representatives on the Rustington Sports and Social Club Management Committee)

(Prior to consideration of the following item Councillor Jones declared a personal interest in his capacity as a Member of the Rustington Sports and Social Club)

204/09 RUSTINGTON SPORTS & SOCIAL CLUB - RENT REVIEW

The Clerk referred to Minute 165/09 and said that she had nothing further to report in this regard at the present time.

The Council NOTED this information.

205/09 DOCUMENTS AND PUBLICATIONS

The Council NOTED the following documents and publications received for Members' information:-

- (a) Campaign to Protect Rural England - "Fieldwork" - June 2009
- (b) Chestnut Tree House - "Chestnuts" - Summer 2009
- (c) Sea Estate Residents Association Limited - "seranews" - Issue 14 - Spring 2009

There being no further business the Meeting concluded at 8.08 pm.

Chairman:

Date:

During the Public Question Time held prior to the Meeting, the following matters were raised:-

- (a) Request for update on improvements to pavements in Rustington - Mr Tom Carney

County Councillor Tyler reported that he had not been invited to the Meeting referred to by Mr Carney, but as soon as he had been briefed by the Cabinet Member who had attended the Meeting, he would be taking the matter up with the Highways Department