

## **RUSTINGTON PARISH COUNCIL**

**MINUTES:** of the Monthly Meeting held on 28 September 2009

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

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### **240/09      WELCOME TO NEW MEMBER**

The Chairman welcomed Councillor Andy Cooper and congratulated him on behalf of the Council on his recent co-option.

### **241/09      RESIGNATION OF COUNCILLOR R STEWARD**

The Chairman reported the receipt of a letter of resignation from Councillor Steward. She advised the Council that Councillor Steward had resigned due to personal reasons and commitments.

The Council NOTED this information with regret and RESOLVED that the Chairman should write to Councillor Steward, on behalf of the Council, expressing thanks and appreciation for all of his hard 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.

### **242/09      APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Eyre (Holiday). This apology was accepted by the Council.

### **243/09      DECLARATIONS OF INTEREST**

Councillor Mrs Broomfield declared a prejudicial interest in Minute 250/09 (Minute 59/09 of the Finance and General Purposes Committee Meeting - 28 September 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 250/09 (Minute 61/09 of the Finance and General Purposes Committee Meeting - 28 September 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 Tyler declared a personal interest in Minute 266/09. 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.

### **244/09      MINUTES**

The Minutes of the Monthly Meeting held on 27 July 2009 were signed by the Chairman as a correct record.

**(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 August 2009 were as follows:-

Crimes in Rustington West - 36, representing an increase of 7.1%. Of these recorded crimes, there were 3 burglaries (an increase of two from July) and five reports of violent crime, a reduction of two offences

Crimes in Rustington East - 19, representing a decrease of 19.7%. Of these recorded crimes, there were 3 burglaries (an increase of two from May) and one report of vehicle crime

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

309 calls received via Police Call Handling for Rustington East and West area, compared to 304 calls in the same period during the previous year. These included:-

10 relating to Criminal Damage	6 relating to Vehicle Crime
5 relating to Burglary	16 relating to Theft
5 relating to a Violent Crime	0 relating to a Sexual Crime

In their overview, PCSO Hartley and PCSO Miss Pearson, advised that during August the Neighbourhood Policing Team had run an operation within the shopping area of Rustington to deter known shoplifters. They said that the operation consisted of plain clothed officers monitoring the shopping area. Throughout the three day operation there were no reported thefts in the area of Rustington.

The Report also stated that monitoring of the one hour limited parking within The Street, Rustington had been increased from once a month to once a week. Throughout the period of August, 14 tickets had been given to drivers breaching the one hour limit.

They said that at the last Neighbourhood Management Forum (NMF) three new priorities were set for Rustington:-

1. Residents and shoppers parking in the one hour limited parking bays in The Street for more than the designated time and taxis queuing past the taxi rank and obstructing vehicles from parking in bays along Churchill Parade
2. Shopkeepers in The Street to receive further training on the Shopwatch Radio System in the Village, due to a spate of shopliftings in the area in June/July
3. Promotion of the Rustington Youth Club

The Report concluded by advising that within the month of August there had been a number of reports relating to the use of mini-motor bikes in Rustington. This had lead to extra patrols by PCSO Hartley and PCSO Miss Pearson and the seizure of one mini-motor bike.

The Council NOTED this information.

Councillor Tyler expressed his concern in respect of the content of an election leaflet for one of the candidates in the recent By-Election for the vacancy in the West Ward.

The Council RESOLVED that Sergeant Stevens should be made aware of the Council's concerns in this regard.

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

Councillor Mrs Lines reported on her attendance at a Meeting of the Neighbourhood Management Forum held on 3 September 2009. She also confirmed that the new priorities for the Forum included promotion of the Senior Youth Club and other Clubs operating in the Youth Centre, enforcement of the one hour parking limit in the service roads in The Street, monitoring of taxis parking outside of the designated rank in Churchill Parade and promotion of the Shopwatch Radio System with Traders.

The Council NOTED this information.

**246/09 DISTRICT COUNCILLORS**

Apologies for absence had been received from Councillors Mrs Bower and Chapman.

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

- (i) Proposal for extension of Taxi Rank, Churchill Parade - Matter deferred for further consultation with District Ward Councillors and Parish Council
- (ii) Future Cost Cutting - Council now looking at ways to save 15% overall - Being considered by Cabinet in November with a view to cutting overall costs
- (iii) Date awaited for Development Control Committee Site Visit in respect of R/146/09 & R147/09L - Rustington Convalescent Home.

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

**247/09 COUNTY COUNCILLORS**

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

He said that, at the present time, there was little to report because things were unusually quiet in respect of matters pertaining to Rustington, with the exception of the Traffic Issues in Sea Lane. He then referred to the following:-

- (a) Service Reviews - Need to make savings of £50M over the next two years - Major issue at the present time
- (b) Sponsorship of Roundabouts - Two new sponsorships secured for roundabouts in Rustington, namely 'Texaco' Roundabout and Worthing Road Roundabout, at the end of North Lane.

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

**248/09 CHAIRMAN'S REPORT**

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

- Littlehampton District Lions Club - Senior Citizens' Lunch - 15 August 2009
- St Barnabas House Hospice Event - De-Stress and Regenerate - 5 September 2009
- LCT HOMELink - 14<sup>th</sup> Annual General Meeting - 7 September 2009

- 90<sup>th</sup> Anniversary of the Royal Air Force Benevolent Fund and 40<sup>th</sup> Anniversary of Princess Marina House - 9 September 2009
- RAFA - Battle of Britain Church Service - 20 September 2009
- Rustington Otters Football Club - 40<sup>th</sup> Anniversary - 25 September 2009

The Council NOTED this information.

**249/09      PLANNING COMMITTEE**

The Council NOTED the Report of the Planning Committee Meeting held on 28 September 2009. (Copy previously circulated).

*(Prior to consideration of the following item Councillor Mrs Broomfield declared a prejudicial interest in Minute 59/09 of the Finance and General Purposes Committee Minutes - 28 September 2009 Meeting, as the proprietor of Owen Electrical Limited)*

*(Prior to consideration of the following item Councillor Tyler declared a prejudicial interest in Minute 61/09 of the Finance and General Purposes Committee Minutes - 28 September 2009 Meeting, as Paul Collins was his Son-In-Law)*

**250/09      FINANCE AND GENERAL PURPOSES COMMITTEE**

The Council received and considered the Report of the Finance and General Purposes Committee Meeting held on 28 September 2009. (Verbal Report from the Chairman of the Committee and Clerk of the Council).

The Council RESOLVED that the Recommendations contained in the Report of the Finance and General Purposes Committee Meeting held on 28 September 2009 be APPROVED.

**251/09      ARUN EASTERN PARISHES GROUP**

The Council NOTED the 8 September 2009 Meeting Report.

**252/09      TRAFFIC ISSUES WORKING PARTY**

The Council NOTED the Report of the Traffic Issues Working Party Meeting held on 15 September 2009.

**253/09      RUSTINGTON YOUTH CENTRE**

The Clerk said that there was nothing particular to report at the present time, other than to say that the new Neighbourhood Youth Worker was working hard on ways to develop the Senior Youth Club and increase membership numbers.

**254/09      RUSTINGTON MUSEUM AND THE GARDEN CAFÉ**

**(a) Management Committee Meeting - 10 September 2009**

The Council NOTED the Report of the Management Committee Meeting held on 10 September 2009.

**255/09      APPOINTMENT OF STATUTORY AND STANDING COMMITTEES**

The Chairman advised that there was one vacancy on each of the following Committees as a result of the resignation of Councillor Steward, and the Council RESOLVED the following:-

**(a) Leisure and Recreation Committee**

Councillor A Cooper

(b) **Emergency Planning Committee**

Councillor A Cooper

**256/09      APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES**

The Chairman reported that there was a vacancy for a Representative on the Management Committee - Rustington Youth Centre and a Deputy Representative on the Rustington Chamber of Trade and Commerce Committee.

The Council RESOLVED the following:-

(a) **Management Committee – Rustington Youth Centre**

Councillor G Tyler

(b) **Rustington Chamber of Trade and Commerce**

Councillor A Cooper (Deputy Representative)

**257/09      ANNUAL CIVIC THANKSGIVING SERVICE AND PRESENTATION RECEPTION -  
13 SEPTEMBER 2009**

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The Chairman said that the event had been extremely successful with many complimentary comments being received from those people in attendance. She said that she was grateful to both Peter Bottomley MP and Mrs Kathleen Tidbury for performing the readings during the Service.

The Council was pleased to NOTE this information.

**258/09      RUSTINGTON-IN-BLOOM**

(a) **Progress Report**

The Clerk referred to Minute 224/09 and reported that at the South and South East in Bloom Awards Ceremony on 2 September 2009, the Village had again been presented with not only a Gold Award, but also the Champion of Champions Category's Overall Winner Award. The Woodlands Recreation Ground had also been presented with a Gold Award and declared Category Winner in the Recreation/Small Parks Category.

She said that Rustington-in-Bloom also received the Judges Special Discretionary Award for the Best Floral Display across the South East, together with the Sussex Life County Award for the highest point score in Sussex. She said that the Church Farm Gardens Estate had also received a Neighbourhood Award.

She advised that the Georgian Gardens Community Primary School had also been awarded a Gold Certificate in the School Grounds Competition.

She then reported that at the Britain in Bloom Awards Ceremony on 23 September 2009, the Village had again received a Silver Gilt Award, together with the Judges' Discretionary Floral Display Award.

The Council was delighted to NOTE this information.

(b) **Entry into the 2010 South and South East in Bloom Competition**

The Council considered whether the Village should again be entered for the 2010 Competition and, following a detailed discussion, RESOLVED that the Village should enter the 2010 South and South East in Bloom Competition, together with the Britain in Bloom Competition, if invited.

The Council also RESOLVED that Councillors Akbar, Mrs Broomfield, Ceiriog-Hughes, Mrs Lines and Tyler should be appointed as the Council's Representatives, together with the Clerk, Senior Administrative Officer and Grounds and Maintenance Person, on the In-Bloom Committee for the 2010 Campaign.

Reference was made to the general start time of the In-Bloom Committee Meetings, namely 4.30 pm, being inconvenient for certain Members of the Council, and the Clerk was asked to approach the Committee with a view to changing the start time of future Meetings to 6.00 pm.

**259/09      VILLAGE MEMORIAL HALL - ADDITIONAL LIGHTING**

The Council considered a letter received from Mrs B Bayford, Woodlands Table Tennis Club, seeking permission to have additional halogen lighting installed in the Village Memorial Hall, with the Club meeting the total cost of the purchase and installation of the aforementioned lighting.

Following a brief discussion, the Council RESOLVED that a quotation for the desired lighting should be obtained from its electrical contractors, namely Owen Electrical Limited, for consideration by the Woodlands Table Tennis Club. It was further AGREED that if the Club was happy to accept the quotation then permission would be granted for the additional lighting to be installed as requested.

**260/09      GIRL GUIDES HEADQUARTERS BUILDING - RENT REVIEW**

The Clerk reported that the current annual ground rent of £450.00, in respect of the Girl Guide Headquarters' Building on the Woodlands Recreation Ground, was due to expire on 24 May 2010, following a five year period which had commenced on 25 May 2005. She advised the Council that the current rent had remained unchanged for the past ten years.

Following a brief discussion, the Council RESOLVED that the annual ground rent of £450.00, in respect of the Girl Guide Headquarters' Building on the Woodlands Recreation Ground should remain unchanged for the next five year period commencing 25 May 2010.

**261/09      RUSTINGTON COMMUNITY PARTNERSHIP**

The Council NOTED the Report of the Meeting held on 23 July 2009.

**262/09      ROYAL BRITISH LEGION - COMMEMORATIVE PARADE AND SERVICE - SUNDAY 8 NOVEMBER 2009**

The Council NOTED the Programme for the Commemorative Parade and Service to be held on Sunday 8 November 2009, received from The Royal British Legion Rustington Branch.

The Clerk asked Members to advise her by Friday 30 October 2009 if they intended to attend the Service, to ensure that adequate seats could be allocated.

**263/09      COUNCILLORS' TRAINING - POWER OF WELL-BEING**

The Clerk referred to Minute 230/09 and said that a total of twelve Members had now confirmed that they would be attending the SALC training event on the evening of Thursday 8 October 2009 at the St Mary's Centre, Felpham, as follows:-

Councillors Mrs Lines, Mrs Broomfield, Ceiriog-Hughes, Cooper, Eyre, Field, Grevett, Mrs Harrison, Jones, Rogers, Tyler and Warren

She reminded Members that, unfortunately, in order for the Council to be eligible to apply for the Power of Well-Being, at least 13 Members would need to be trained in the use of the power.

Following a brief discussion, the Council AGREED that the remaining Members of the Council, together with any new Members, should be urged to attend a future SALC Training Event, to ensure that the Council fulfilled the criteria to enable it to apply for the Power of Well-Being, if it so desired.

Councillors Akbar and Perry both confirmed that they would now be able to attend this training event.

The Clerk said that she had previously circulated a map, giving directions to the venue.

The Council NOTED this information.

#### **264/09      ANNUAL TEAM BUILDING DAY**

The Clerk referred to Minute 226/09 and reported that both the Coach and the Parliament Tour had been booked for Monday 2 November 2009, leaving the Council Offices at 6.15 am and returning at approximately 6.30 pm.

She said that the total number participating in the Team Building Day was currently 32, leaving vacant spaces for an additional 18 people.

Following a brief discussion, the Council RESOLVED to take no further action in respect of the vacant spaces at the present time.

#### **265/09      ARUN DISTRICT COUNCIL - FINANCIAL POSITION AND WORKING WITH TOWN AND PARISH COUNCILS**

The Council NOTED a letter received from the Chief Executive regarding the District Council's recent decision to prepare a series of options to consider how to reduce net revenue expenditure by 15% over the next two years. The main purpose of the letter was to inform all Town and Parish Councils of the proposed process, and to advise that individual Town and Parish Councils would be being contacted, if there was potential for a spending reduction or service reduction which could affect their existing relationship with the District Council.

*(Prior to consideration of the following item Councillor Tyler declared a personal interest, in his capacity as the County Council Representative on the Wellbeing Partnership)*

#### **266/09      ARUN DISTRICT COUNCIL - ARUN WELLBEING**

The Council NOTED a letter received from the Partnership Manager, regarding a new team operating across the Arun District dedicated to encouraging residents to improve their physical and mental wellbeing.

#### **267/09      WEST SUSSEX COUNTY COUNCIL - PROPOSED PEDESTRIAN FOOTWAY AND TRAFFIC SIGNALS - SEA LANE**

The Council:-

- (i) Considered a letter, addressed to Councillor Tyler, received from the Assistant Highway Manager
- (ii) NOTED a letter received from Mr K Grimes, together with a copy of a letter to Mr B Saker, Transport Planner
- (iii) Considered a letter received from Mr K Grimes
- (iv) NOTED a copy of a letter from Mr K Grimes to Mr T Carney, St Bridget's Cheshire Home.

Councillor Tyler then advised the Council that, in his capacity as a County Councillor, he would be meeting with the Assistant Highway Manager, hopefully before the next Monthly Meeting, to discuss this matter and reiterate the Parish Council's desire for the Scheme to continue to be progressed to the Public Consultation stage, before any final decision was made in respect of the implementation of the Scheme.

Following a brief discussion, the Council RESOLVED that any further consideration or action in respect of this matter should be DEFERRED pending a further report from Councillor Tyler, following his meeting with the Assistant Highway Manager.

Councillor Tyler said that he would also keep Mr Grimes informed of any further developments in this regard.

**268/09      WEST SUSSEX COUNTY COUNCIL - PFI STREET LIGHTING**

The Clerk referred to Minute 365/08, and the Council considered a further letter received from the PFI Manager - Street Lighting, confirming that the cost per street lighting column per annum would not exceed £31.00, and requesting the Council's confirmation, without reservation, of its wish to enter into the Agreement with the County Council to join the PFI Project.

The Council RESOLVED to formally confirm its wish to enter into the Agreement with the County Council to join the PFI Project.

**269/09      WEST SUSSEX COUNTY COUNCIL - ARUN CDRP SPEED INDICATOR DEVICE**

The Council NOTED a letter received from the Deputy District Commander, West Sussex Fire and Rescue Service, advising that as of 1 September 2009, there were now two Speed Indicator Devices available which could be booked and utilised by Parish and Town Councils free of charge.

**270/09      ACTION IN RURAL SUSSEX (AIRS) ANNUAL GENERAL MEETING AND ANNUAL CONFERENCE AND THE SUSSEX AND SURREY COUNTY ASSOCIATIONS OF LOCAL COUNCILS (SALC) - ANNUAL GENERAL MEETING - 6 NOVEMBER 2009**

The Clerk reported the receipt of an Invitation to attend the Action in Rural Sussex Conference and Annual General Meeting on 6 November 2009 at the Norfolk Pavilion, South of England Showground, Ardingly, commencing at 11.30 am. The Clerk said that she had subsequently received an Invitation to attend the Sussex and Surrey Associations of Local Councils (SALC) Annual General Meeting at the same venue, prior to the aforementioned event.

Following a further brief discussion, the Council RESOLVED that Councillor Tyler should represent the Council at both of the aforementioned events.

**271/09      ST BARNABAS HOSPICE - OPEN DAY**

Councillor Akbar reported on his attendance at the Open Day, regarding the Plans for the re-building of the St Barnabas Hospice, on 9 September 2009. He said that Councillors Mrs Broomfield and Jones had also attended the Open Day.

The Council NOTED this information.

**272/09      LITTLEHAMPTON AND DISTRICT CITIZENS ADVICE BUREAU**

Councillor Akbar reported on his attendance at the Annual General Meeting of the Bureau held on 25 September 2009. He said that Councillors Collins and Jones had also attended the Annual General Meeting.

The Council NOTED this information.

**273/09      ARUN DISTRICT COUNCIL - "AN INTRODUCTION TO ARUN FOR ALL TOWN AND PARISH CLERKS AND COUNCILLORS**

Councillor Warren reported on his attendance at the above event on 16 September 2009, with Councillor Jones and Mr Moyle, the Council's General and Grounds Maintenance Person/External Health and Safety Officer.

The Council NOTED this information.

**274/09      JOINT EASTERN ARUN AREA COMMITTEE HIGHWAYS AND TRANSPORT WORKING PARTY**

Councillor Ceiriog-Hughes reported on his attendance, with Councillor Mrs Lines, at a Meeting of the above mentioned Working Party on 16 September 2009.

He referred particularly to the concerns that had been raised in respect of the proposed new access to the Car Showrooms, which were due to be constructed on the north side of the A259, in the vicinity of the Windmill Bridge, and said that the County Council were going to approach the Developers in an attempt to change the location of the proposed new access.

The Council NOTED this information.

**275/09      DOCUMENTS AND PUBLICATIONS**

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

- (a) Campaign to Protect Rural England - "Fieldwork" - September 2009
- (b) Rustington Residents Association - "Topics" - August/September 2009
- (c) "Chestnuts" - Newsletter from Chestnut Tree House - Autumn 2009
- (d) "Arun & Chichester Voice" - October 2009

**There being no further business the Meeting concluded at 8.15 pm.**

**Chairman:** .....

**Date:** .....

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

- (a) **Proposed Pedestrian Footway and Traffic Signals - Sea Lane - Mr K Grimes - Request for Council to support proposals to ensure Scheme could proceed**
- (b) **Proposed Pedestrian Footway and Traffic Signals - Sea Lane - Mr R Collison, Rustington Residents' Association - Residents already expressing concern regarding proposed Scheme, particularly in respect of congestion problems that might be caused**