

RUSTINGTON PARISH COUNCIL

MINUTES: of the Monthly Meeting held on 22 February 2010

PRESENT: Councillors Mrs S Lines (Chairman), A Akbar, J Bennett, J Collins, A Cooper, T Field, R Grevett, Mrs F Harrison, S Perry, D Rogers, G Tyler and P Warren

39/10 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs Broomfield (Holiday), Ceiriog-Hughes (Sickness), Jones (Personal Commitment) and Eyre (Holiday). These apologies were accepted by the Council.

40/10 DECLARATIONS OF INTEREST

Councillor Rogers declared a prejudicial interest in Minute 48/10 (Minute 22/10 of the Finance and General Purposes Committee Meeting - 22 February 2010 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 prejudicial interest in Minute 48/10 (Minute 25/10 of the Finance and General Purposes Committee Meeting - 22 February 2010 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.

41/10 MINUTES

The Minutes of the Monthly Meeting held on 25 January 2010 were signed by the Chairman as a correct record.

42/10 SUSSEX POLICE

The Chairman welcomed PC Chris Thomas and PCSO Elliott Hartley to the Meeting.

Apologies for absence were received from PCSO Hannah Pearson.

PC Thomas advised the Council that there were now two PCs and 2 PCSOs covering Rustington.

(a) Police Report - 25 January 2010 to 21 February 2010

PCSO Hartley provided the Council with detailed information in connection with the Report for the period 25 January 2010 to 21 February 2010 covering both Rustington East and Rustington West, which had been previously circulated to all Members, as follows:-

Total amount of calls for the area - 247 serials

21 reported crimes for this period

6 - Thefts including 2 Thefts from Retail Property (petrol and shoplifting), 2 Thefts of Mobile Phones, 1 Theft of Rustington-in-Bloom Sign and 1 Theft of Metal

10 - Criminal Damage including 1 Allotment Damage, 7 Vehicle Damage, 1 Damage to Garden Statue and 1 Public Toilet Damage

1 - Burglary (dwelling) - Holmes Lane

1 - Vehicle Crime

1 - Violence Related - Yoghurt thrown over someone

1 - Domestic related assault

1 - Other - Fraud

PCSO Hartley advised the Council that he had previously reported that a DVLA day of action would be taking place. He said that this had gone ahead and was successful, with six vehicles being recovered by the DVLA for having no tax. He confirmed that only one of these vehicles was from Rustington and was seized in Parham Close.

He then reported that a Neighbourhood Management Forum was held on 3 February 2010 and at this Meeting, members decided on two priorities in the area, as follows:-

- (a) Residents and shoppers parking in the 1 hour limited parking bays in The Street, Rustington for more than the designated time - Plus vehicles parking on double and single yellow lines around the Village (this was an ongoing problem) - Regular patrols by Police to advise drivers regarding parking restrictions and the issue of £30 Fixed Penalty Notices were continuing - For information, parking would be taken over by Arun District Council in Summer 2010, when parking would no longer be enforced by Police
- (b) The Allangate Estate, Rustington was starting to suffer from Anti-Social behaviour and fly tipping - This would be monitored by the setting up of a Multi-Agency Environmental Audit of the Estate, including a possible clean up day with residents and youths - Police would also liaise with Arun District Council's Anti-Social Behaviour Team.

He concluded his Report by providing an update on the burglary in Holmes Lane, Rustington on 3 February 2010, stating that the house was broken into by a forced window. He said that the male suspect had been arrested and charged with this and a further burglary in Church Road, Littlehampton back in October 2009 due to DNA evidence. He reported that the male was now remanded in custody until the Court Case which was due to be held on 23 February 2010.

The Chairman thanked PC Thomas and PCSO Hartley for their most interesting Report and thanked them both for attending the Meeting.

(b) Community Safety Representative's Report

The Chairman reported on her attendance at the Meeting of the Neighbourhood Management Forum held on 3 February 2010. She referred particularly to both the Forum's existing and new priorities, which included the promotion of the Shopwatch Radio System and the Senior Youth Club.

Other matters considered included limited parking in the Village Centre and anti-social behaviour problems on the Allangate Estate.

The Council NOTED this information.

43/10 DISTRICT COUNCILLORS

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

Councillor Tyler, in his capacity as a District Councillor, then reported on the following matter relating to the District Council:-

- (a) 2010/2011 Council Tax set at 2.5% - On target - Hopeful that the majority of staffing cuts would be able to be made via voluntary redundancies

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

44/10 COUNTY COUNCILLORS

Councillor Tyler thanked the Council for allowing him the opportunity of commenting on matters relating to the County Council, and said that he was pleased to report on the following:-

- (a) Potholes on Public Highway - Highway Teams progressing with temporary repairs at the present time - Permanent repair programme to commence when weather conditions improve
- (b) Future of Abbotswood - All funding now in place - Planning Permission granted and work due to commence on new development in April 2010
- (c) Council Tax set at 2.5% for 2010/2011 - A decrease on 2009/2010 - Fundamental Service Review ongoing - Areas identified where savings could be made across all services of the County Council over the next three years, without affecting frontline services - 2009/2010 Budget overspent by £7.5M - Adverse weather conditions contributing factor, together with increased pressure on Children's Services
- (d) Cross Party Committee for future of County Local Committees/Joint Area Committees - Ambitious Work Programme now commenced - Comments to be submitted to Chairman with anticipated completion of task set by July 2010

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

45/10 REPORT OF CLERK OF THE COUNCIL

(a) Grant Aid

The Clerk reported the receipt of a letter of thanks and appreciation from the following Organisations in respect of the recent Grant Aid awarded:-

Samaritans
West Sussex Mediation Service

The Council was pleased to NOTE this information.

46/10 CHAIRMAN'S REPORT

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

- Dedication and Unveiling of The Chaucery Memorial - 17 February 2010

The Council NOTED this information.

The Chairman then referred to a question that was raised by a member of the Public at the last Monthly Meeting, regarding the recipient of the Carol Concert Collection. She advised the Council that there had also been letters in the Littlehampton Gazette, both criticising and agreeing with the decision to donate the Collection to the Rustington-in-Bloom Campaign.

She said that whilst she accepted that Members of the Public might not be fully aware of the factual position, she then reminded the Council that whilst it was her decision for the Collection to be made in favour of the Rustington-in-Bloom Campaign, there had been no disagreement by any Member when the Clerk's Report in respect of the arrangements for the Carol Concert, which included details of the proposed recipient of the Collection, was noted by the Council at its Monthly Meeting on 23 November 2009 (Minute 325/09 refers).

She also advised the Council, that the Collections at both the 2004 and 2008 Carol Concerts had been in aid of the In-Bloom Campaign.

She then expressed her disappointment in respect of a news item that had appeared on a Member's Website, criticising her decision to designate the Rustington-in-Bloom Fund to receive the Retiring Collection at the Annual Carol Concert. She said that the news item indicated that the Council had not been aware of the proposed recipient prior to the Carol Concert, which had taken place on 19 December 2009. She said that this was, of course, factually incorrect.

Councillor Tyler then asked if the Member was, in fact, present at the Meeting and, if so, maybe he would like to discuss the matter at the Meeting.

The Chairman said that she was very happy for the matter to be discussed but, if the Member in question so desired, she would be prepared, in the presence of the Clerk, to meet with them to discuss the matter further, in a private forum.

Reference was also made to the possibility of this matter being submitted to the Standards Board, as it could represent a breach of the Code of Conduct.

In the absence of any indication by any Member present that they wished further consideration to be given to the matter at the Meeting, the Chairman invited the Member concerned to contact either the Clerk or herself with regard to arranging an informal Meeting.

47/10 PLANNING COMMITTEE

The Council NOTED the Report of the Planning Committee Meeting held on 25 January 2010 and 8 February 2010. (Copies previously circulated).

(Prior to consideration of the following item Councillor Rogers declared a prejudicial interest in Minute 22/10 of the Finance and General Purposes Committee Minutes - 22 February 2010 Meeting, as a Member of the Littlehampton and District Lions Club)

(Prior to consideration of the following item Councillor Tyler declared a prejudicial interest in Minute 25/10 of the Finance and General Purposes Committee Minutes - 22 February 2010 Meeting, as three members of his family were members of the Pension Fund)

48/10 FINANCE AND GENERAL PURPOSES COMMITTEE

The Council received and considered the Report of the Finance and General Purposes Committee Meeting held on 22 February 2010. (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 February 2010 be APPROVED.

49/10 LIGHTING AND AMENITIES COMMITTEE

The Council NOTED the Report of the Lighting and Amenities Committee Meeting held on 4 February 2010.

50/10 ALLOTMENTS COMMITTEE

The Council received the Report of the Allotments Committee Meeting held on 8 February 2010.

The Council RESOLVED that the Recommendations contained in the Report of the Allotments Committee Meeting held on 8 February 2010 be APPROVED.

51/10 **RUSTINGTON YOUTH CENTRE**

The Clerk reported that the Neighbourhood Youth Worker was in the process of reviewing the current Agreement with the County Council. She said that the current Agreement was due to expire in October 2010, and there were certain points contained within the Agreement that might need to be amended or deleted, particularly in respect of the actual Senior Youth Club provision.

She confirmed that she would report back to the Council on any further developments in this regard.

Councillor Tyler, in his capacity as a County Councillor, advised the Council that the County Council were likely to be making considerable cuts in the Youth Service as part of its efforts to cut overall costs.

5210 **RUSTINGTON MUSEUM AND THE GARDEN CAFÉ**

Councillor Tyler, in his capacity as Chairman of the Management Committee, reported that there were currently several different exhibitions and displays in the Museum, including The Sussex Pastfinders Display, The Old Cottage Toys Exhibition of dolls made in Rustington, and 'Peter Pan in Rustington', which would be continuing through to the Summer. He said no changes would be made to any of the Exhibitions until Mrs Petit had returned to work, following her period of Maternity Leave.

Councillor Tyler then reminded Members that 3 March 2010 would be the first anniversary of the opening of both the Museum and the Café. He said that the personnel at the Café would be cutting a Birthday Cake and inviting those customers visiting between 10.00 am and 12.00 noon to celebrate and enjoy a piece of cake. He said that Members would be most welcome to attend.

He said that an appeal had appeared in the latest issue of the Newsletter for Volunteers, particularly during the Summer period, and he said that he would also like to appeal to Members in the same way.

He advised that the Museum would also be celebrating the first anniversary with Mary Taylor, the Rustington Historian, presenting the first visitors through the door with a signed copy of her latest book in the "This Was Rustington" Series.

The Clerk then advised the Council that the recorded number of visitors to the Museum during the period from 3 March 2009 to 19 February 2010 was 7241.

The Council was pleased to NOTE this information.

53/10 **LOCAL GOVERNMENT PENSION SCHEME (LGPS) REGULATIONS 1997 - LOCAL GOVERNMENT PENSION (TRANSITIONAL PROVISIONS) REGULATIONS 1997**

The Council RESOLVED:-

That the Rustington Parish Council hereby resolves, under the Local Government Pension Scheme Regulations 1997 to specify as a pensionable employee for the purpose of the Local Government Pension Scheme Regulations 1997, the following permanent member of staff of the Council:-

Jeannie Lucinda Crabb - Assistant Café Manager

54/10 **RUSTINGTON IN BLOOM**

The Clerk referred to Minute 18/10 and reminded Members that the Village had recently been invited to be one of the South and South East in Bloom entrants for an Inter-Regional Competition with Anglia in Bloom. She said that the entries from Anglia were Small City - Norwich; Large Town - Huntingdon; Town - Woodbridge. She said that the judging for this Competition would also count as the judging for the South and South East in Bloom Competition.

She also referred to the Horse Race Night plus Fish and Chip Supper Fundraising Event which would be taking place on Saturday 6 March 2010 in the Village Memorial Hall. She said that tickets were still available at a cost of £7.50.

The Council NOTED this information.

55/10 RUSTINGTON COMMUNITY PARTNERSHIP PROJECTS

Councillor Rogers said that he was pleased to announce the culmination of two projects as follows:-

(a) Village Design Statement

The first draft of the Village Design Statement was now ready to be sent out to all Stakeholders in early March. He said that the Arun District Council, as the local Planning Authority, appeared to be happy with the document, and it was anticipated that it would be published in June 2010.

The Council was pleased to NOTE this information.

(b) Community Garden - Rustington Museum and The Garden Café

The Contractors approached had now submitted their Estimates, which would be being considered by the Partnership in the next week. He said that it was anticipated that works would commence in the middle of March 2010.

The Council was pleased to NOTE this information.

56/10 ANNUAL ASSEMBLY OF THE PARISH MEETING

The Chairman reminded Members that the Annual Assembly of the Parish Meeting was scheduled to be held on 8 April 2010.

She suggested that, in view of the Partnership's recent successes, and its continued hard work and efforts to implement the actions contained within the Village Action Plan, it might be appropriate for either the Chairman or a representative from the Partnership to be invited to address the Meeting on the projects and progress made since its formation.

Following a brief discussion, the Council RESOLVED that the Chairman of the Community Partnership be invited to address the Annual Assembly of the Parish Meeting as the Guest Speaker.

57/10 PAVILION - WOODLAND PARK SPORTSFIELD

The Clerk reminded the Council that she had previously circulated a letter received from Rackhams Chartered Surveyors regarding the Pavilion at the Woodland Park Sportsfield.

She said that in view of the deteriorating condition of the Pavilion, Mr Rackham had been asked to inspect the premises to establish the general condition of the Pavilion and advise on whether or not it was economically viable to repair. Mr Rackham, in concluding his report on the general poor condition of the Pavilion, had expressed his concern over the presence of the asbestos cement sheeting to the roof, which was degrading in condition. He did not feel that the roof covering was capable of any further repair to achieve weather resistance, and was, therefore, in need of replacement. He said that the re-cladding of the roof with a low maintenance material, together with major repairs to the walls and floor joist and boarding, could cost in the region of £35,000.00.

Mr Rackham had also established the estimated cost of a new prefabricated building, which would be in the region of £20,000.00. In addition to this, there would be the fairly extensive cost of demolishing the existing building and disposing of the asbestos. In closing his letter, Mr Rackham had confirmed that he would be happy to explore the matter and provide the Council with accurate costings, if it so wished.

Following a detailed discussion, the Council RESOLVED that:-

- (a) Estimates should be obtained from at least three Companies for the demolition of the Pavilion
- (b) The Chairman and Vice-Chairman of the Council, together with the Chairman and Vice-Chairman of the Finance and General Purposes Committee be AUTHORISED to consider the Estimates received and decide which should be accepted, with a view to the demolition being undertaken as soon as practicably possible
- (c) The Pavilion should be closed immediately and, thereby, cease to be used by the Youth Football Clubs
- (d) The County Council should now be formally approached regarding the possibility of extending the current Lease at the Sportsfield, to enable grant applications to be made by the Youth Football Clubs to appropriate funding sources
- (e) The Chairman of the Leisure and Recreation Committee, Chairman and Vice-Chairman of the Council, together with Councillor Rogers, be appointed to meet with the Clubs to explore possible avenues for obtaining funding for a new Pavilion at the Sportsfield.

58/10 INTERNET AND E-MAIL USE POLICY

The Council reviewed the Council's Internet and E-mail Use Policy, as recently amended to take account of the retention by the Council of email items for a minimum period of five years, and RESOLVED to take no action in respect of any further amendments to this Policy at the present time. A copy of this Policy is attached and forms a part of these Minutes.

59/10 CHRISTIANS TOGETHER IN RUSTINGTON

The Council NOTED a letter received from the Churchwarden at The Parish Church of St Peter & St Paul, Rustington, of the Church Council's intention to hold a procession and service on Good Friday, 2 April 2010, as in previous years.

60/10 ARUN DISTRICT COUNCIL - ARUN DISTRICT EMPLOYMENT AND ECONOMIC LAND ASSESSMENT

The Council considered a letter received from Mrs M Nicholls, Business Development Manager, advising that the District Council was undertaking a detailed study to identify sites which may have potential as future employment land, to assist it in its ongoing work to prepare the Local Development Framework.

The purpose of the letter was to invite the Council to submit details of any site which was likely to be suitable for employment use.

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

61/10 WEST SUSSEX COUNTY COUNCIL - FUTURE OF JOINT AREA COMMITTEES (JACs)

The Clerk referred to Minute 24/10 and said that she had advised the Chairman of the Cross Party Committee of the Council's concern for the future of the Joint Eastern Arun Area Committee, and reiterated its support for maintaining the status quo. She said that, to date, she had not received any further information in this regard and, therefore, had nothing to report at the present time.

The Council NOTED this information.

62/10 WEST SUSSEX COUNTY COUNCIL - PROPOSED PEDESTRIAN FOOTWAY AND TRAFFIC SIGNALS - SEA LANE

The Chairman reported that the Joint Eastern Arun Area Committee, at its Meeting on 2 February 2010, had agreed that further consideration of this matter should be deferred, pending receipt of confirmation from the Traffic Signals Department, as to whether the Halcrow Scheme was still a feasible option, following consideration of Mr Grimes' alternative proposal.

Councillor Tyler said that he had checked with the Assistant Highway Manager, but the response from the Signals Team was still awaited. He said that if the response from the Signals Team, once received, was of a positive nature, and there was a possibility of the Scheme going ahead, then it would be referred back to the JEACC Highways Sub-Committee for re-consideration.

The Council further considered letters received from Mr and Mrs P Langham and Mrs J Connor and AGREED that the County Council should be asked to provide copies of its responses to both of these representations for the Council's information.

The Council then NOTED copy correspondence, addressed to the Chairman and Members of the Joint Eastern Arun Area Committee, from Mr K Grimes.

63/10 WEST SUSSEX COUNTY COUNCIL - COMMUNITY INITIATIVE FUND APPLICATION 1221/JEAAC

The Council was pleased to NOTE a letter received from Mr J Ironside, Assistant Locality Officer, Locality Working Team, advising that the Joint Eastern Arun Area County Local Committee was proposing to award £1,450.00 towards the cost of the planned new play equipment for the Woodlands Play Area.

64/10 WEST SUSSEX COUNTY COUNCIL - WEST SUSSEX COUNTY COUNCIL LIBRARY SERVICE

The Clerk referred to Minute 31/10 and the Council NOTED correspondence with Councillor B Watson, OBE, Cabinet Member for Communications.

65/10 HIGHWAYS AGENCY - ANNUAL STAKEHOLDER PERFORMANCE SURVEY 2008-09

The Council NOTED an email and associated documentation received from Ms D Boldysevaite, MVA Consultancy Limited.

66/10 SOFAS & STUFF

The Council NOTED a letter received from Mr M Bone, Chairman of Trustees, Sofas & Stuff, advising that an amalgamation with LCT Homelink would be taking place on 1 April 2010.

67/10 RUSTINGTON CHAMBER OF TRADE AND COMMERCE

Councillor Cooper reported on his attendance at a Meeting of the Chamber of Trade and Commerce held on 8 February 2010. He referred particularly to the forthcoming Annual General Meeting and also advised that the Website would be going live in the very near future.

Councillor Rogers asked Councillor Cooper what percentage of traders in the Village were, in fact, members of the Committee. Councillor Cooper said that the current membership was approximately 42, as numbers had decreased over the last couple of years. He said that the Chamber was hopeful, however, that new Members would join following receipt of the membership renewal forms, which had recently been distributed.

