

RUSTINGTON PARISH COUNCIL

MINUTES: of the Monthly Meeting held on 26 April 2010

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

109/10 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bennett (Work Commitment) and Collins (Personal Commitment). These apologies were accepted by the Council.

110/10 DECLARATIONS OF INTEREST

Councillor Mrs Broomfield declared a prejudicial interest in Minute 118/10 (Minute 36/10 of the Finance and General Purposes Committee Meeting - 26 April 2010 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 Cooper declared a personal interest in Minutes 131/10 and 132/10. He remained in the Meeting during the consideration of these items and took part in any discussions thereon

Councillor Eyre declared a personal interest in Minute 133/10. He remained in the Meeting during the consideration of this item.

Councillor Tyler declared a personal interest in Minute 134/10 and 135/10. He remained in the Meeting during the consideration of these items and took part in any discussions thereon.

111/10 MINUTES

The Minutes of the Monthly Meeting held on 22 March 2010 were signed by the Chairman as a correct record.

112/10 SUSSEX POLICE

Apologies for absence were received from PCSOs Elliott Hartley and Miss Hannah Pearson, mainly due to a serious incident that had occurred in Littlehampton on 25 April 2010.

(a) Police Report - 24 March 2010 to 25 April 2010

The Report received from PCSO Miss Pearson, which had been circulated to all Members, contained the following statistics in respect of the reported crimes for the period from 24 March 2010 to 25 April 2010 covering both Rustington East and Rustington West.

Total amount of calls for the area - 303 serials

46 reported crimes for this period:-

12 - Thefts including 7 from Retail Property (Petrol and Shoplifting), 1 Purse, 1 Handbag, 1 Wheelchair, 1 Cycle, 1 Money

12 - Criminal Damage including 5 Smashed Windows, 1 Shop Window, 1 Graffiti, 2 Garden Ornaments, 1 Door, 1 Vehicle Paintwork, 1 Vehicle Windscreen

7 - Burglary (Dwelling and Non-Dwelling) including 3 Garage Break, 2 Shed Break, 1 Cash Box, 1 Attempted Break to Out-Building

6 - Vehicle Crime

3 - Violence Related

4 - Domestic Related Assault

2 - Other

In her overview, PCSO Miss Pearson advised that a Parking Enforcement Operation would take place in Rustington in May. The Operation would include the Neighbourhood Policing Team Officers patrolling all areas of Rustington dealing with parking issues. Areas would include all three Primary Schools at designated times and Rustington Village shops.

The Report also stated that an Environmental Visual Audit had been completed on the Allangate Estate which had been suffering from anti-social behaviour and fly tipping. Officers from the Arun District Council and the Police carried out a walk round of the area which was a success, and the clean up process had already been started.

PCSO Miss Pearson had also been pro actively seeking out the vulnerable in Rustington and giving Crime Prevention Advice.

The Report concluded by advising that it had been confirmed that a Police week of action was to take place in Rustington during the Summer. This would include home safety advice, clean ups and road safety advice. The Report advised that more information, dates and locations would be confirmed nearer the time.

The Council NOTED this information.

(b) Community Safety Representative's Report

The Chairman said that she had nothing to report at the present time.

113/10 DISTRICT COUNCILLORS

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

Councillor Clayden advised the Council that there was little to report at the present time as everyone was pre-occupied with the forthcoming General Election.

Questions were then posed by Members in respect of when the District Council would be assuming responsibility for parking enforcement in the District and what level of resource could be anticipated in Rustington.

Councillor Tyler responded by advising that the District Council was due to assume responsibility for parking enforcement across the District in June/July 2010, which would initially be launched in Bognor Regis, Arundel and Littlehampton. He said that the Council would be receiving full details of the District Council's plans, in this regard, in due course.

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

114/10 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 be able to reiterate the points he covered at the recent Annual Assembly of the Parish Meeting as follows:-

- (a) Future of Abbotswood - Redevelopment of site commenced, with construction work expected to take approximately twelve months to complete

- (b) Review of County Youth Service - Required savings now reduced from £2M to £1M - Anticipated that Rustington would not be affected in any major way, although partnership with County Council was currently under review
- (c) Pot Holes - £15M now identified to make permanent repairs to roads - Costs to be met from Road Improvement Fund

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

115/10 REPORT OF CLERK OF THE COUNCIL

(a) Grant Aid - The Chaucery Memorial

The Clerk reported the receipt of a letter of thanks and appreciation from Mrs M Kelsey, Treasurer, in respect of the Council's recent Grant Aid donation.

Councillor Tyler also reported that the Joint Eastern Arun Area Committee would be considering a recommendation received from the Head of Strategy & Partnership Economic & Cultural Development Unit, Arun District Council, that a Village Enhancement Grant of £369.88 be awarded to The Chaucery Memorial.

The Council was pleased to NOTE this information.

116/10 CHAIRMAN'S REPORT

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

- Bognor Regis Town Council - Civic Reception - 9 April 2010
- Zachary Merton Community Hospital League of Friends - Annual General Meeting - 14 April 2010

She also thanked Councillor Akbar for attending the Arundel and Littlehampton District Scout Council - Annual St George's Day Service and Parade on 25 April 2010 on her behalf.

The Council NOTED this information.

117/10 PLANNING COMMITTEE

The Council NOTED the Reports of the Planning Committee Meetings held on 22 March 2010 and 12 April 2010. (Copies previously circulated).

(Prior to consideration of the following item Councillor Mrs Broomfield declared a prejudicial interest in Minute 36/10 of the Finance and General Purposes Committee Minutes - 26 April 2010 Meeting, as the proprietor of Owen Electrical Limited)

118/10 FINANCE AND GENERAL PURPOSES COMMITTEE

The Council received and considered the Report of the Finance and General Purposes Committee Meeting held on 26 April 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 26 April 2010 be APPROVED.

119/10 ANNUAL ASSEMBLY OF THE PARISH MEETING

The Council NOTED the Minutes of the Annual Assembly of the Parish Meeting held on 8 April 2010.

120/10 ARUN EASTERN PARISHES GROUP

The Council NOTED the 13 April 2010 Meeting Report.

121/10 MEMBERS' ATTENDANCE RECORD

The Council NOTED the attendance Record for Council and Committee Meetings for the period April 2009 to March 2010 inclusive.

122/10 RUSTINGTON YOUTH CENTRE

(a) Progress Report

The Clerk said that she had nothing further to report in respect of the process of reviewing the current Agreement with the County Council which was due to expire in October 2010. She said that this matter would be being addressed at the next Meeting of the Management Committee to be held on 18 May 2010.

The Council was pleased to NOTE this information.

(b) Users' Meeting

The Council NOTED the Report of the Users' Meeting held on 22 April 2010.

123/10 RUSTINGTON MUSEUM AND THE GARDEN CAFÉ

The Council considered the Report of the Management Committee Meeting held on 15 April 2010.

Following a detailed discussion, the Council RESOLVED that the Recommendation contained in the Report of the Management Committee Meeting held on 15 April 2010 be APPROVED.

During consideration of this item, reference was made to the possibility of utilising other Council personnel resources to assist in the Café during busy weekday periods, and it was AGREED that this possibility should be investigated with a view to reviewing and reallocating certain resources where practicably possible.

124/10 RUSTINGTON IN BLOOM

The Clerk referred to Minute 85/10 and advised Members that the judging date for the South and South East in Bloom Competition had been arranged for Thursday 15 July 2009 at 11.00 am.

She said that the route for the Competition had yet to be finalised, but would include the following roads:-

Ash Lane, Broadmark Lane, Chatsworth Drive, Claigmar Road, Cowdray Drive, Georgian Gardens, Harsfold Road, Holmes Lane, Manor Road (Conbar Avenue Allotment Site), North Lane, Old Manor Road, Sea Lane, Sea Road, Seafield Road, Station Road, The Street, Windsor Drive, Woodlands Avenue and Worthing Road.

She again reminded the Council of further fund-raising events, as follows:-

- | | | |
|------------------------|---|--|
| Saturday 29 May | - | Plant Sale
The Methodist Church Gardens, Claigmar Road
10.00 am to 12.00 noon |
| Friday 18 June | - | 'Film Night'
Village Memorial Hall, The Woodlands Centre, Woodlands Avenue
Tickets: £5.00 |

The Council NOTED this information.

125/10 **RUSTINGTON COMMUNITY PARTNERSHIP**

Councillor Rogers provided a progress report on the following two projects:-

(a) **Village Design Statement**

The production of the Village Design Statement was now in the final stages, and would be going to print in the next week or so. It was anticipated that the finished document would be published in the middle of May 2010.

The Council NOTED this information.

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

The Contractor was working very hard and, at the present time, the Garden was on schedule to be completed by the end of May 2010, with the Official Opening planned for a date yet to be agreed in June 2010.

Councillor Rogers said that the Partnership was most grateful to the three individuals that were donating public seats for the Garden.

The Council was pleased to NOTE this information.

(c) **Meeting - 18 March 2010**

The Council NOTED the Report of the Meeting held on 18 March 2010.

Councillor Rogers concluded his Report by stating that the Partnership was anxious to attract new Members to assist with future projects, and would welcome any new ideas that might be forthcoming. He said that if anyone was interested in becoming involved with the Partnership, he would be grateful if they could contact him, in the first instance.

126/10 **PARISHIONERS' AWARD**

The Clerk reported that a total of three nominations (from 13 nominators) had been received for the individual award, and two nominations (from 3 nominators) 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 Meeting of the Working Party to consider the applications received should be held on Monday 10 May 2010, commencing at 6.30 pm.

127/10 **CORPORATE DATA PROTECTION POLICY**

The Council considered the proposed Corporate Data Protection Policy for adoption.

Following a brief discussion, the Council RESOLVED the following:-

"Rustington Parish Council hereby AGREES to ADOPT a Corporate Data Protection Policy with immediate effect"

A copy of the adopted Corporate Data Protection Policy is attached and forms a part of these Minutes.

128/10 **NO SMOKING POLICY**

The Council considered the proposed No Smoking Policy for adoption.

Following a brief discussion, during which an amendment to the paragraph entitled 'Vehicles' was AGREED, the Council RESOLVED that:-

"Rustington Parish Council hereby AGREES to ADOPT a No Smoking Policy with immediate effect"

A copy of the adopted No Smoking Policy is attached and forms a part of these Minutes.

129/10 **YOUTH COUNCIL**

In the absence of Councillor Bennett, the Council RESOLVED that this matter should be deferred until the Annual Council Meeting in May 2010.

130/10 **HIRING CHARGES - VILLAGE MEMORIAL HALL**

The Council considered a letter received from Mr A Quinn requesting that the Council reduce the hiring fee in respect of either the Village Memorial Hall or the John de Bohun Room hiring on one Friday per month for an "Evening of Clairvoyance" in aid of Charities and Good-Will Causes.

Following a detailed discussion, the Council RESOLVED that the hiring fees should not be reduced for this particular proposed monthly booking, as this could set a precedent for other similar events in the future.

(Prior to consideration of the following item Councillor Cooper declared a personal interest as his son was a member of the Rustington Otters Football Club)

131/10 **WOODLAND PARK SPORTSFIELD**

(a) **Possible Extension of Lease**

The Council NOTED an email correspondence with Mr C Robinson, Senior Valuer, West Sussex County Council.

(b) **Possible Acquisition of a Mobile Classroom**

The Council considered email correspondence with Ms M Morrell, Area Capital Planning Officer, West Sussex County Council, regarding the possible acquisition of a mobile classroom unit to use as a changing pavilion and RESOLVED that, in view of the costs that would be involved in employing a Project Manager, transporting and installing a mobile unit, no further action be taken at the present time.

(Prior to consideration of the following item Councillor Cooper declared a personal interest as the Vice-Chairman of the Chamber of Trade and Commerce)

132/10 **INSURANCE - CHRISTMAS SHOPPING EVENT**

The Council considered a letter received from Ms K Douglas, Honorary Secretary, Rustington Chamber of Trade and Commerce requesting the Council to consider incorporating the Village Christmas Shopping Event within the Council's Insurance Policy in respect of Public Liability Insurance.

The Clerk reported that she had approached the Council's Insurers in this regard, but was still awaiting a response from them as to whether they would be prepared to cover this Event within the Council's Policy and what, if appropriate, the additional cost would be. She said that she would report back to the Council with this information at the next Meeting.

The Council NOTED this information.

(Prior to consideration of the following item Councillor Eyre declared a personal interest in his capacity as a Trade Union Representative for UNISON, representing members of the District Council personnel employed in the affected Visitor Information Centres)

133/10 **ARUN DISTRICT COUNCIL - VISITOR INFORMATION SERVICE**

The Council NOTED a Monthly Update on the Visitor Information Service Provision, in respect of the Tender process and the present operation arrangements for the Centres concerned.

(Prior to consideration of the following item Councillor Tyler declared a personal interest in his capacity as the County Councillor for Rustington)

134/10 WEST SUSSEX COUNTY COUNCIL - PROPOSED PEDESTRIAN FOOTWAY AND TRAFFIC SIGNALS - SEA LANE

The Council NOTED copy correspondence between Mr K Grimes and Mr R Bennett, Assistant Highway Manager.

The Council then considered a letter received from Mr K Grimes dated 14 April 2010 and, following a detailed discussion, the Council RESOLVED:-

“That the West Sussex County Council be advised that the Parish Council was still fully supportive of the Halcrow Scheme being progressed in respect of Sea Lane, with the exception of the traffic signals, and also be urged to proceed as soon as practicably possible on this basis.”

The vote in respect of this Resolution was recorded as follows:-

For the Resolution: Councillors Akbar, Mrs Broomfield, Ceiriog-Hughes, Cooper, Eyre, Field, Grevett, Mrs Harrison, Jones and Perry

Against the Resolution: Councillor Tyler

Abstentions: Councillors Mrs Lines, Rogers and Warren

The Council also considered a letter received from Mr P Langham, together with enclosed copy correspondence with Mr R Bennett, Assistant Highway Manager, and AGREED to take no further action in this regard at the present time.

(Prior to consideration of the following item Councillor Tyler declared a personal interest as a Member of the Partnership Trust Board)

135/10 NHS WEST SUSSEX - IMPROVING MENTAL HEALTH SERVICES

The Clerk referred to Minute 99/10 and reported that she had not sent any response to the Consultation as no comments had been received from Members by the requested date.

In view of this information, the Council RESOLVED to take no further action in this regard.

136/10 ANGMERING YOUTH FORUM BUS PROJECT

The Council NOTED an email received from Ms P Turner, Secretary, Angmering Youth Forum, in this regard.

137/10 ARUNDEL AND LITTLEHAMPTON DISTRICT SCOUTS - ANNUAL ST GEORGE'S DAY SERVICE AND PARADE

Councillor Akbar reported on his attendance at the Arundel and Littlehampton District Scout Council's Annual St George's Day Service and Parade held on 25 April 2010 in Arundel. He said that the event had been most interesting and enjoyable.

The Council NOTED this information.

138/10 RUSTINGTON CHAMBER OF TRADE AND COMMERCE

Councillor Cooper reported on his attendance at a Meeting of the Chamber of Trade and Commerce held on 12 April 2010. He referred particularly to the gas works in the centre of the Village and traders potential for claiming compensation in this connection.

