

RUSTINGTON PARISH COUNCIL

MINUTES: of the Monthly Meeting held on 28 June 2010

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

174/10 DECLARATIONS OF INTEREST

Councillor Mrs Broomfield declared a prejudicial interest in Minute 181/10 (Minute 52/10 of the Finance and General Purposes Committee Meeting - 28 June 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 Tyler declared a prejudicial interest in Minutes 181/10 (Minutes 52/10 and 57/10 of the Finance and General Purposes Committee Meeting - 28 June 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.

Councillors Cooper, Mrs Lines, Rogers and Tyler declared personal interests in Minute 191/10. In the absence of any discussion in respect of this matter, they remained in the Meeting but did not take part in the vote thereon.

175/10 MINUTES

The Minutes of the Annual Meeting held on 24 May 2010 were signed by the Chairman as a correct record.

176/10 SUSSEX POLICE

The Chairman welcomed PCSO Elliott Hartley to the Meeting. An apology for absence was received from PCSO Hannah Pearson.

(a) Police Report - 25 May 2010 to 27 June 2010

PCSO Hartley provided the Council with the following statistics in respect of the reported crimes for the period from 25 May 2010 to 27 June 2010, covering both Rustington East and Rustington West.

Total amount of calls for the area - 309 serials

46 reported crimes for this period:-

12 Thefts including - 1 Theft from Retail Property (petrol), 1 Theft from Handbag, 9 Thefts of Cycle and 1 Theft of Wooden Trailer

7 Criminal Damage including - 1 Plant Pot Damage, 1 Traffic Light Damage, 2 Vehicle Damage (scratched), 1 Windscreen Damage, 1 Bin Damage and 1 Deflated Tyres

8 Burglary (Dwelling and Non Dwelling) - Garage break, 3 Shed breaks, 1 Break to Business Premises (Forfar's Bakery, The Street), 2 Breaks to Porch (milk money stolen) and 1 Break to Residential Premises (Guildford Road)

10 Vehicle Crime

6 Violence Related

1 Robbery (Somerfield Store)

1 Sex Offence

1 Other

PCSO Hartley advised the Council that a “Week of Action” would be taking place in the Rustington East area from Monday 23 August 2010, involving Sussex Police, Rustington Parish Council, West Sussex Fire and Rescue Service, Arun District Council, Neighbourhood Watch and many other Agencies, all working together to provide awareness, crime prevention, “clean ups” and more.

He then reported that a Neighbourhood Management Forum Meeting was held on Wednesday 26 May 2010, when members had decided on two priorities in the area, as follows:-

- (a) Rough sleeping and anti-social behaviour from a known individual in Rustington Village - Regular patrols by Police and intervention from Arun Anti-Social Behaviour Team - The Neighbourhood Policing Team for Rustington had already been liaising with Arun District Council and local Church groups to add support to the known individual
- (b) Shopkeepers in The Street, Rustington to receive further training on the Shop Watch System in the Village - Up-to-date training to be given by Rustington Neighbourhood Policing Team.

PCSO Hartley suggested that updates regarding these priorities could be read online by visiting the Sussex Police Website and viewing the local officers’ “blogs”, currently stating:-

“PCSO Hannah Pearson and PCSO Elliott Hartley did a talk to elderly local residents who attend Rustington Methodist Church and who are visually impaired. Crime prevention advice was given.”

“Rustington Carnival took place on Saturday 19 June. This was a huge success and fun was had by all. Even by Sergeant Drake who got squirted by a clown with a water gun.”

He concluded his Report by stating that Operation Rogue Trader, an Arun District multi-agency week of action, would be running throughout the week commencing Monday 28 June 2010 to target rogue traders and distraction burglars. He said that a huge leaflet drop would be completed and crime prevention advice given out. He stated that Arun Neighbourhood Watch members had offered to assist Sussex Police in completing this, with the majority of volunteers from Rustington Neighbourhood Watch.

The Chairman thanked PCSO Hartley for his most interesting Report and for attending the Meeting.

(b) Community Safety Representative’s Report

The Chairman referred to PCSO Hartley’s Report and said that she had attended the first meeting on 8 June 2010 with the new Inspector, Rob Moore, and other local Agencies, regarding a “Week of Action,” that was being planned on a joint basis by the interested parties, for the Allangate Estate. She said that this event would take place during week commencing 23 August 2010, when various activities would be organised for both young and old residents of the Estate. There would also be street and open space “clean-ups”, and an element of law enforcement and awareness.

She said that the next meeting to further progress the “Week of Action” would be taking place on 30 June 2010.

The Council NOTED this information.

177/10 DISTRICT COUNCILLORS

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

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

- (a) Local Development Framework now scrapped by new Government - Reverting back to Local Plans - Housing numbers to be revisited with anticipated substantial decreases - Some Regional Development Agencies also scrapped
- (b) Future required savings - Hopefully not too many more staff cuts - Redesign and review of all office accommodation currently underway.

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

178/10 COUNTY COUNCILLOR

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 he had little to report other than:-

- (a) County Council facing severe cut backs - Having to identify another £75m of savings - Looking at joint procurement of certain services to improve efficiency etc.

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

179/10 CHAIRMAN'S REPORT

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

- Welcome to Twinning Delegation from Künzell - 7 June 2010
- Visit to County Hall, WSCC Headquarters as guest of County Councillor Tyler - Followed by Tour and Demonstration - Fire and Rescue Headquarters, Chichester with Twinning Delegation - 10 June 2010
- Twinning Association Supper and Skittles Evening, Black Horse, Climping - 10 June 2010
- Rustington Carnival - Judging entries in Carnival Procession and Presentations - 19 June 2010
- Littlehampton Town Council - Armed Forces Day Parade and Drumhead Service -West Green, Littlehampton - 27 June 2010

The Chairman thanked the Vice-Chairman, Councillor Cooper, for representing the Council at the Annual General Meeting of the 1st Rustington Scout Group on 16 June 2010, and for accompanying her to the Armed Forces Day Parade and Drumhead Service on 27 June 2010.

The Council NOTED this information.

180/10 PLANNING COMMITTEE

The Council NOTED the Report of the Planning Committee Meeting held on 7 June 2010. (Copy previously circulated).

(Prior to consideration of the following item, Councillor Mrs Broomfield had declared a prejudicial interest in Minute 52/10 of the Finance and General Purposes Committee Minutes - 28 June 2010 Meeting, as the proprietor of Owen Electrical Limited)

(Prior to consideration of the following item, Councillor Tyler had declared a prejudicial interest in Minute 52/10 of the Finance and General Purposes Committee Minutes - 28 June 2010 Meeting, as Mr P Collins was a family member)

(Prior to consideration of the following item, Councillor Tyler had declared a prejudicial interest in Minute 57/10 of the Finance and General Purposes Committee Minutes - 28 June 2010 Meeting, as certain Members of the Council's Personnel were family members)

181/10 FINANCE AND GENERAL PURPOSES COMMITTEE

The Council received and considered the Report of the Finance and General Purposes Committee Meeting held on 28 June 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 28 June 2010 be APPROVED.

182/10 AUDIT OF ACCOUNTS

The Clerk reported that the Accounts for the year ending 31 March 2010, 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.

183/10 LIGHTING AND AMENITIES COMMITTEE

The Council received the Report of the Lighting and Amenities Committee Meeting held on 10 June 2010.

The Council RESOLVED that the Recommendations contained in the Report of the Lighting and Amenities Committee Meeting held on 10 June 2010 be APPROVED.

184/10 APPOINTMENT OF STATUTORY AND STANDING COMMITTEES

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

(a) Internal Audit Committee

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

185/10 RUSTINGTON YOUTH CENTRE

(a) Progress Report

The Clerk said that she had nothing of any significance to report at the present time.

Concern was expressed that the Youth Centre had not been open on Carnival Day, which would have been an opportune time to publicise the various activities that took place therein. The Clerk said that she would raise this matter at the next Meeting of the Management Committee.

186/10 RUSTINGTON-IN-BLOOM

The Clerk referred to Minute 160/10 and reminded Members that the judging date for the South and South East in Bloom Competition was Thursday 15 July 2010, and asked Members who could assist with the

general “clean-up” around the Village, to 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.

187/10 RUSTINGTON COMMUNITY PARTNERSHIP

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

(a) Village Design Statement

The Village Design Statement had now been published and was available at many locations in the Village, including the Village Information Centre. Copies of the document had been previously circulated to all Members.

The Council NOTED this information.

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

The construction of the Community Garden was now complete, but there were some minor problems in respect of the operation of the water feature which were currently being addressed.

It was anticipated that the Official Opening of the Garden would take place some time in August 2010.

The Council was pleased to NOTE this information.

(c) Meetings - 22 April 2010 and 27 May 2010

The Council also NOTED the Reports of the Meetings held on 22 April 2010 and 27 May 2010.

188/10 BASKETBALL COURT/KICKABOUT AREA

The Committee considered a Quotation received from Parkmark Southern Group Services in respect of the painting and line marking of the Basketball Court/Kickabout Area in the sum of £1,700.00.

Following a discussion, the Committee RESOLVED that the Quotation received from Parkmarks Southern Group Services in the sum of £1,700.00 be ACCEPTED.

189/10 ANNUAL TEAM BUILDING DAY

The Clerk reported that following the success of the 2009 Team Building Day which included a Coach Trip to London, Tour of the Houses of Parliament, followed by shopping time in Oxford Street, she thought the Council might like to consider a similar event for 2010.

The Clerk said that she had made preliminary enquiries in connection with a possible Coach Trip to London once again, but this time for shopping time in Oxford Street in the morning, followed by a matinee performance of one of the West End Musicals. She said that she had also looked into the possibility of a Day Trip to France.

The Chairman then said that suggestions had also been made to her regarding the possibility of Councillors and Personnel, with partners, having a group dinner at a local restaurant.

Councillor Tyler then referred to the possibility of a hosted trip to Brussels to visit the European Parliament. He said that he understood that MEPs were able to arrange for such visits, and the Clerk was asked to investigate this possibility and report back to the Council in due course.

190/10 **THE CHAUCERY MEMORIAL**

The Clerk reported that she had received an enquiry from the Chaucer Memorial Committee asking the Council to include the recently enhanced Memorial and other associated landscaping works, within the scope of its Public Liability Insurance.

The Clerk reminded the Council that the residents in the road had worked very hard over the past year to completely renovate and enhance the small grassed triangle of land, with flower beds, a brick/concrete centre piece in the shape of an airline propeller, and a large turfed area.

Following a brief discussion, the Council RESOLVED that prior to making any decision in this regard, the ownership of the land should be established with the County and District Councils.

(Prior to consideration of the following item, Councillors Cooper, Mrs Lines, Rogers and Tyler had declared personal interests, as Members of the Sea Estate Residents' Association)

191/10 **SEA ESTATE RESIDENTS' ASSOCIATION - LIGHTING COLUMNS**

The Council considered a letter received from Mrs C Marshall, Honorary Secretary of the Sea Estate Residents' Association. The Clerk reminded the Council that its Policy in respect of street lighting in private roads, for which it was responsible was not to undertake any capital expenditure for this provision, except as follows:-

“Where residents in private roads agree themselves to bear the capital costs in respect of either upgrading existing lighting or installing new lighting to the Parish Council's specification, the Council will be prepared to take on responsibility for the ongoing maintenance and electrical supply costs.”

Following a further discussion, the Council RESOLVED that the Sea Estate Residents' Association should be advised that the Council's spending budget only provided for the costs incurred in the supply, general minor maintenance (new bulbs, etc.) and emergency repairs. Therefore, due mainly to the financial constraints being faced by the Council, it was unable to consider the refurbishment of lighting columns, of which there were a number in various private roads, either now or in the foreseeable future.

The Clerk also reported that the West Sussex County Council had confirmed that under its new PFI Contract for street lighting, the lighting columns on the Sea Estate would all be being replaced within the next five years, on a “like for like” basis. However, the new programme, detailing the timescale for replacement, was currently in the process of being produced and it was anticipated that this would be published in the near future. She said that she would also advise the Association accordingly in this regard.

192/10 **ARUN DISTRICT COUNCIL - MOTORMANIA**

The Council NOTED the receipt of an invitation from the Chairman's Personal Assistant, inviting Members to join the Chairman at Beachgreen Motormanania on Sunday 5 September 2010, in support of Help for Heroes.

193/10 **ARUN DISTRICT COUNCIL - ARUN DISTRICT COUNCIL'S HOUSING STRATEGY - RAISE THE ROOF 2010-2015**

The Council NOTED an email received from Ms S Bowley, Senior Support Planning Officer, in this regard.

194/10 **WEST SUSSEX COUNTY COUNCIL - PROPOSED PEDESTRIAN SAFETY SCHEME**

The Council considered a letter received from Mr K Grimes, together with enclosed supportive documentation, asking the Council to instruct its representatives to support the requests that he had posed to the Chairman of the Joint Eastern Arun Area Committee at its last Meeting, at the next Meeting of the JEAAC Highways and Transport Working Group as follows:-

“1. **Public Consultation**

As it was agreed at the JEAAC Meeting on 20 October 2009 that Public Consultation should proceed (but this had been delayed by reason of the proposed traffic signals in Cudlow Avenue which had now been abandoned), the Chairman of the JEAAC was requested to consider recommending to the Working Group that, in agreeing to the amended scheme, they should agree simultaneously to Public Consultation proceeding and thus save a further delay of more than two months

2. **Programme**

In the light of the appended letter from Mr Ben Saker, Traffic Planner, West Sussex County Council, dated 7 January 2009, that the Halcrow Scheme (with the addition of traffic signals) was included in the 2010/2011 Highways Programme (with an informal indication that completion was hoped for by July of 2010), to recommend that the Working Group request the JEAAC to agree that the amended scheme be retained, or reinstated, in the 2010/2011 Highways Programme.”

Following a further detailed discussion, the Council RESOLVED that its representatives on the JEAAC Highways and Transport Working Group, should reiterate its previous Resolution (Minute 134/10 refers) at the Group’s next Meeting as follows:-

“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 Council also AGREED that its continuing support of the Halcrow Scheme being progressed was, obviously, subject to it proving to be a viable option.

195/10 WEST SUSSEX COUNTY COUNCIL - MANAGING PUBLIC RIGHTS OF WAY IN WEST SUSSEX

The Council considered a letter received from Ms D Urquhart, Cabinet Members for Environment and Economy, advising that the County Council was currently working to develop a model in respect of the management of public rights of way in West Sussex. The letter contained an invitation for the Council to send a representative to attend a stakeholder engagement event on 21 July 2010 from 3.30 pm to 5.00 pm at the Washington Memorial Hall, School Lane, Washington, RH20 4AD. The event would include a briefing on the current position on developing a model for managing public rights of way in West Sussex, and opportunity to further explore topics identified via the feedback form, a copy of which was attached to the letter.

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

196/10 LOCAL GOVERNMENT STANDARDS FRAMEWORK

The Council NOTED correspondence between Dr R Chilton, Chairman, Standards for England and Mr Peter Bottomley, MP.

197/10 RUSTINGTON CHAMBER OF TRADE AND COMMERCE

Councillors Mrs Broomfield and Cooper reported on their attendance at the Meeting of the Chamber of Trade and Commerce on 14 June 2010.

Councillor Cooper advised the Council that concern had been expressed regarding the fact that a number of stalls at the recent French Market, organised by the Littlehampton District Lions Club, had been selling produce, other than French originated goods. He said that this concern had been relayed to the Lions’ Club and West Sussex County Council, with a copy being forwarded to the Council for information.

The Council NOTED this information.

198/10 **ISLAMIC AWARENESS EVENING - WORTHING MOSQUE**

Councillor Jones reported on his attendance at the recent above mentioned event. He said that he had found the event to be most interesting and informative, and recommended that if any other Members were given an opportunity to attend a similar event, he was sure they would find it to be most worthwhile.

The Council NOTED this information.

199/10 **COUNCILLORS' SURGERY - 26 JUNE 2010**

Councillor Akbar thanked Councillor Tyler for covering the first part of the Surgery held on 26 June 2010.

He then reported that he had received two representations from parishioners during the Surgery, as follows:-

- Request for Claignar Road to be made one-way - *Clerk requested to refer request to West Sussex County Council Highways Department*
- Concern regarding overgrown vegetation obstructing pedestrians and, in particular, disabled vehicles in Broadmark Lane - *Area in question inspected by Councillor Akbar - Only grass verge, so situation could not be improved unless footpath was constructed - Parishioner advised accordingly.*

The Council NOTED this information.

200/10 **PARISH CHURCH OF ST PETER AND ST PAUL - RE-ORDERING**

The Council NOTED a letter received from Reverend Zachary Allen regarding the re-ordering of the Parish Church of St Peter and St Paul.

201/10 **DOCUMENTS AND PUBLICATIONS**

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

- (a) Campaign to Protect Rural England - Sussex - Annual Report 2009
- (b) Campaign to Protect Rural England - Sussex - "eTools - a Toolkit" - May 2010
- (c) Chestnut Tree House - "Chestnuts" - Summer 2010
- (d) NHS West Sussex - "Lifestyles of 14 to 15 year-olds in West Sussex 2010"
- (e) Southern Water - "Great People, Great Work - Our Performance 2009-2010"
- (f) West Sussex Public Partnership Forum - "Partnership News" - No. 51 - May 2010

There being no further business the Meeting concluded at 8.30 pm.

Chairman:

Date:

During the Public Question Time held prior to the Meeting, there were no matters raised by Members of the Public.