

## **RUSTINGTON PARISH COUNCIL**

**MINUTES:** of the Monthly Meeting held on 25 September 2006

**PRESENT:** Councillors G Tyler (Chairman), A Akbar, Mrs C Broomfield, J Ceiriog-Hughes, J Collins, T Field, R Grevett, A Lauretani, Mrs S Lines, D Murphy, Mrs M Rice, D Rogers, R Steward and M Warrington

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### **243/06      RESIGNATION OF COUNCILLOR C PRYOR**

The Chairman reported the receipt of a letter of resignation from Councillor Pryor. He said that Councillor Pryor had resigned because he had now moved away from the Rustington area.

The Council NOTED this information with regret and RESOLVED that the Chairman should write to Councillor Pryor, 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 Council's 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.

### **244//06      APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Harris (Business Commitment). This apology was accepted by the Council.

### **245/06      DECLARATIONS OF INTEREST**

Councillor Field declared a prejudicial interest in respect of Minute 269/06. He left the Meeting during the consideration of this item and did not take part in the discussion or vote thereon.

### **246/06      MINUTES**

The Minutes of the Monthly Meeting held on 24 July 2006 were signed by the Chairman as a correct record.

### **247/06      SUSSEX POLICE**

#### **(a)      Police Community Support Officer Andy Orpin**

The Council NOTED an email received from Police Community Support Officer Andy Orpin advising that he would be working his last shift as the Rustington PCSO on 29 September 2006, and would be commencing training as a Police Constable with Sussex Police on 2 October 2006.

In his email, he said that PCSO Craig Wilson would be remaining in Rustington, and that PCSO Emma Orpin would be returning to Rustington in a part-time capacity at the end of her current term of maternity leave.

The Chairman, on behalf of the Council, expressed his thanks and appreciation to PCSO Orpin for all of his hard work and efforts during his time as a PCSO in Rustington, and wished him every success with his future career as a Police Constable.

**(b) Report from Sergeant Jim Stobart, Neighbourhood Specialist Team - East Area, and Police Community Support Officers (PCSO) Andy Orpin and Craig Wilson**

The Chairman welcomed Sergeant Stobart and thanked him for attending the Meeting.

Sergeant Stobart then introduced PC Dave Banham-Brown, who was also in attendance, and said that PC Banham-Brown had now joined the Team covering the eastern area.

The Council was pleased to NOTE this information and welcomed PC Banham-Brown to the Parish.

PCSO Orpin reported that since the last full Council Meeting, 399 crimes had been reported, including 14 burglaries, 17 incidents of criminal damage, 22 incidents of theft and 19 vehicle crime incidents. He said that the number of anti-social behaviour incidents was 57 of which 36% related to the Georgian Gardens/Epsom Gardens area. He said that the Police, in conjunction with the Housing Association were taking steps to deal with the perpetrators of the incidents of anti-social behaviour and crime in this particular vicinity.

He then advised that PCSO Wilson would be arranging another property marking day in the near future, which would enable members of the local community to have any items of high value security marked.

He concluded by thanking the Council for all of its help and support during his time as a PCSO and said that this had certainly made his job easier and more rewarding.

PCSO Wilson then reported on the Drop-In Surgery he had hosted on 16 September 2006 at the Village Information Centre. He said that it had been very well attended by members of the local community.

The Council was pleased to NOTE this information and the Chairman thanked PCSOs Orpin and Wilson for their most interesting reports.

**(c) Sussex Police Authority Public Meeting**

The Council NOTED the details of the Public Meeting for the Arun District to be held at Arundel Town Hall on Thursday 5 October at 6.30 pm.

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

Councillor Mrs Lines referred to the past problems that had been experienced in respect of the incidents of crime and anti-social behaviour that had occurred on the greensward and beach in the vicinity of the Sea Estate. She said that she had attended several Meetings with the Police and residents of the Estate during the Summer months, and confirmed that the action taken had proved to be a great success with the number of incidents dropping dramatically during this period.

She then referred to the future of the Neighbourhood Management Teams and said that she had still not received any further information regarding the resumption of these.

The Council NOTED this information.

**248/06 DISTRICT COUNCILLORS**

The Chairman reported the receipt an apology from Councillor Mrs Harrison.

Councillor Mrs Bower then reported on the following matter in relation to District Council issues:-

- (a) Local Development Framework - Consultation delayed due to Environment Agency requesting further information from the Council

The Council NOTED this information, and the Chairman thanked Councillor Mrs Bower for her Report.

**249/06**      **COUNTY COUNCILLORS**

The Chairman reported the receipt of an apology from Councillor Moor, who was indisposed at the present time, and said that, therefore, there was no report available in respect of County Council matters.

The Council AGREED that a Get Well Card should be sent to Councillor Moor.

**250/06**      **REPORT OF THE CLERK OF THE COUNCIL**

**(a)**      **Annual Civic Thanksgiving Service and Presentation Evening**

The Clerk reported the receipt of letters of thanks and appreciation from the Mayor of Littlehampton, Councillor Belchamber, and Mrs Auriel Wakeling in respect of the Church Service and Presentation Evening.

**(b)**      **Offertory Collection - Annual Civic Thanksgiving Service**

The Clerk reported that the total amount collected by the Offertory Collection at the Annual Civic Thanksgiving Service on 17 September 2006 was £354.68, and advised that a cheque would be forwarded to the Chestnut Tree House Children's Hospice, the Chairman of Arun District Council's chosen Charity Fund.

The Council was pleased to NOTE this information.

**251/06**      **CHAIRMAN'S REPORT**

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

- Littlehampton Lions OAP Lunch - 5 August 2006
- Georgian Gardens Community Primary School - School Team Captain Awards - 15 September 2006
- Arun Youth Council Meeting - Commemorative Parades in Rustington - 15 September 2006
- The Dragon Restaurant Second Anniversary Dinner - 20 September 2006

The Council NOTED this information.

The Chairman then reminded Members of the previous two Team Building Days in 2004 and 2005, which had both been very successful. He said that prior to any formal booking and retrospective approval by the Council, he wanted to gauge Members' interest.

Following expressions of interest by the majority of Members present, the Clerk was asked to make the necessary arrangements to book a coach trip to France for Friday 24 November 2006, or an alternative date if this was not available. The Chairman reminded Members that they would again be asked to pay a subsidised rate of £20.00, with the option to invite a partner/guest at the same rate.

**252/06**      **PLANNING COMMITTEE**

The Council NOTED the Reports of the Planning Committee Meetings held on 7 August 2006 and 4 September 2006.  
(Copies previously circulated).

**253/06**      **FINANCE AND GENERAL PURPOSES COMMITTEE**

The Council NOTED the Report of the Finance and General Purposes Committee Meeting held on 21 August 2006.

The Council then received and considered the Report of the Finance and General Purposes Committee Meeting held on 25 September 2006. (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 held on 25 September 2006 be APPROVED.

**254/06      EMERGENCY PLANNING COMMITTEE**

The Council considered the Report of the Emergency Planning Committee Meeting held on 7 August 2006.

The Council RESOLVED that the Recommendations contained in the Report of the Emergency Planning Committee held on 7 August 2006 be APPROVED.

**255/06      TRAFFIC ISSUES WORKING PARTY**

The Council NOTED the Report of the Traffic Issues Working Party Meeting held on 15 September 2006.

**256/06      ARUN EASTERN PARISHES GROUP**

The Council NOTED the 7 September 2006 Meeting Report.

**257/06      ACCOUNTS AND AUDIT REGULATIONS 1996 - COMPLETION OF AUDIT OF ACCOUNTS - YEAR ENDED - 31 MARCH 2006**

The Clerk reported that she had previously circulated the External Auditor's Certificate and Opinion in respect of the Accounts for the year ended 31 March 2006 confirming that the Audit had been satisfactorily completed.

The Council was pleased to NOTE this information.

**258/06      RUSTINGTON YOUTH CENTRE**

**(a)      Progress Report**

The Chairman referred to Minute 85/06 (Finance and General Purposes Committee Meeting – 21 August 2006) and reminded Members that the West Sussex County Council had now agreed to proceed with a further 12 month hiring of the Youth Centre facilities for a total sum of £15,500, to be paid quarterly in advance. She reminded the Committee that the new hiring period commenced on 15 September 2006.

The Council NOTED this information.

**259/06      COMBINED CLEANSING CONTRACT**

The Committee considered a Report from the Clerk of the Council, together with the revised Specifications for the Cleaning Contract for the Public Conveniences and Bus/Beach Shelters, based on the results of further consideration by the Working Party in this regard. A copy of this Report is attached and forms a part of these Minutes.

Following a detailed discussion, the Council RESOLVED that the Recommendations contained in the Clerk's Report be APPROVED as follows:-

- (a) The four Public Convenience units should continue to be cleaned and maintained by an external Contractor, in accordance with the new Specification, to take effect from 1 April 2007. An external Contractor to be appointed following the outcome of the Tender Process, in accordance with the Council's Standing Orders
- (b) The Caretaking of the Woodlands Centre to continue to be undertaken in-house

- (c) The Youth Centre and the Rustington Museum at Church Farm Cottage to be cleaned and maintained by the Council's own personnel, with one additional member of personnel being appointed to undertake the cleansing duties at the Youth Centre. This situation to be subject to review upon the completion of the refurbishment of the Museum and its associated building/s
- (d) The Council owned Bus and Beach Shelters to be cleaned by an external Contractor, who should be appointed to undertake this Contract
- (e) The Village Information Centre to continue to be cleaned by the Administrative personnel employed at the Centre.

#### **260/06      CHAINS OF OFFICE**

The Chairman referred to Minute 224/06 and reported that the Clerk had previously circulated a Quotation received from a local jewellery maker, Fleur Grenier, for a new Chain of Office in the sum of £760.00. He then referred Members to illustrations of two possible designs that Ms Grenier had proposed.

The Clerk reminded the Council that the Pendant was, at the present time, the subject of an insurance claim, and she had just received notification that the Council's Insurers were happy to settle this claim on the basis of a Quotation sent to them from Thomas Fattorini, a Company who specialised in Local Councils' Badges of Office. She said that as soon as the Council had made a decision in respect of a new Chain of Office, she would make the necessary arrangements for the purchase of a suitable new Pendant.

Following a further discussion, which included consideration of the chain link designs submitted by Ms Grenier, the Council RESOLVED to accept the Quotation received in the sum of £760.00 to make a new Chain of Office, and to opt for the No. 2 link design.

#### **261/06      RUSTINGTON MUSEUM PROJECT**

##### **(a)      Progress Report**

The Chairman referred to Minute 226/06 and reported that the Council's appointed Architects were now in the process of preparing working drawings, to allow for Estimates to be obtained in respect of the entire Project, for use when preparing the Heritage Lottery Fund Grant Application. He reminded Members that if the Heritage Lottery Fund bid was successful, then these costs could be incorporated within the bid.

The Council was pleased to NOTE this information.

##### **(b)      Heritage Lottery Fund Grant Application**

The Chairman referred to Minute 83/06 (Finance and General Purposes Committee Meeting - 21 August 2006) and reminded the Council that the Clerk had previously circulated estimated Fee Proposals, received from Jenny Martin and Action Planning, to all Members. He again reminded Members that the fees in respect of the preparation of the Heritage Lottery Fund bid, if it was to be successful, could be incorporated in, and funded from, any grant received.

Following a discussion, the Council RESOLVED that Mrs Jenny Martin should be APPOINTED as the Council's Fundraiser for this Project at a cost of £15.00 per hour, plus travel and disbursements. It was further AGREED that a suitable Contract should be drawn up in respect of this appointment.

#### **262/06      RUSTINGTON-IN-BLOOM**

The Clerk reported that the next Meeting of the Committee was scheduled to be held on 4 October 2006. She said that, at that Meeting, the Committee would be considering whether Rustington should enter the South and South East in Bloom 2007 Competition. She said that if the recommendation of the Committee was positive, with subsequent approval by the full Council, a Public Meeting would need to be held as soon

as practicably possible, to both invite and encourage various individuals, groups and organisations to participate and assist with the 2007 Campaign.

Following a detailed discussion, during which concern was expressed in respect of the personnel resources available to progress the 2007 Campaign, should the Committee's recommendation be to enter the 2007 Competition, the Council AGREED to DEFER further consideration, until the next Meeting when the Committee's recommendation would be available.

**263/06      PARISH HEALTHCHECK/ACTION PLAN**

The Chairman reminded Members that the Public Meeting to launch a Community Planning Exercise had been arranged for Saturday 21 October at 10.00 am in the Village Memorial Hall at The Woodlands Centre. He said that he hoped all Members would make every effort to attend this Meeting to show the Council's support and enthusiasm for the Project.

**264/06      ANNUAL CIVIC THANKSGIVING SERVICE AND PRESENTATION RECEPTION**

The Chairman said that the event had again been extremely successful with many favourable comments being received from those people in attendance.

The Council was pleased to NOTE this information, and RESOLVED that its thanks and appreciation be conveyed to the Council's Personnel and everyone else involved with the organisation of the Service and, in particular, to the Caterer, for the superb buffet prepared for the Awards Reception.

**265/06      BROADMARK LANE PUBLIC CONVENIENCES**

The Clerk referred to Minute 86/06 (Finance and General Purposes Committee Meeting - 21 August 2006) and reported that an offer of £5,000.00 had now been made to Southern Water, in accordance with the Valuation received from the Council's Chartered Surveyor.

She then referred to further contact she had had with Mr Barron of Berkeley Homes, who had now advised that whilst the Company would probably not be willing to fund the provision of a new purpose built toilet block, it might be prepared to make a financial contribution towards the total costs. He had suggested, at that time, a representation should be made to his Managing Director in this regard.

**266/06      NEW CHRISTMAS LIGHTING SCHEME**

The Clerk referred to Minute 91/06 and said that the total cost of the Scheme chosen by the three way partnership had worked out to be slightly more than the £15,000.00 originally committed to by the three partners, with extra funding of approximately £2,000.00 required to ensure that the new Lighting Scheme would be introduced for Christmas 2006. She said that in order to build on the new Scheme and extend and improve the effects of the lighting in future years, each of the three partners were hoping to make a commitment of £5,000.00 for the next two years, namely 2007 and 2008.

Following a further discussion, the Council RESOLVED unanimously to:-

- (i) increase the Council's contribution for 2006 to a maximum of £6,000
- (ii) make a further commitment of £5,000 per annum towards extending and improving the Christmas Lighting Scheme for 2007 and 2008
- (iii) authorise the Clerk to sign the Agreement, with Blachere Illumination UK Limited, for the hire of certain items of equipment on behalf of the Partnership between the Council, Rustington Chamber of Trade and Commerce and Store Property Investments Limited, in a total sum of £7,981.44 (£2,660.48 per partner) for the three year period 2006 to 2008.

**267/06      WEBSITE - COUNCILLORS' EMAIL ADDRESSES**

The Clerk reported that she had received requests from certain Members to include Councillors' email addresses on the Council's Website, and any other associated literature. She said that she had discussed this possibility with the Council's IT Administrator, who had advised that he could provide all Members with email addresses specific to the Council, i.e. rustingtonpc.org. This would allow Members to keep any Council contact separate from personal email correspondence and would also enable those Members without an email facility to come into the Council's Offices to access their Council email correspondence.

Following a further detailed discussion, the Council RESOLVED unanimously for Members to be provided with an individual Council specific email address and that these addresses should be included on the Council's Website and any other address lists on display in the Village.

**268/06      WORTHING ROAD GRAVEYARD**

The Council considered a letter received from Mrs Mary Taylor, Local Historian regarding the unkempt condition of the remaining part of the Worthing Road Graveyard. The letter advised that following the housing development on the remaining piece of land (Brook Copse) by Hargreaves Homes, the upkeep of the Graveyard had become this Company's responsibility. Mrs Taylor also stated that the Graveyard, which was in use between the years of 1926 to 1952 and had a total of 56 graves remaining on the site, had been fenced in but had now become a tipping ground site for unwanted items, with the whole area practically covered in 8ft high brambles and ivy.

In her letter, Mrs Taylor was suggesting that the Council might like to approach Hargreaves to consider the possible hand over of the land to the Parish Council.

Following a detailed discussion, it was AGREED that the Clerk and Chairman, together with Mr and Mrs Taylor, should arrange to meet with Hargreaves Homes to establish a mutually agreeable way forward in this regard, in the interests of the families of the remaining graves, as well as the community as a whole.

**269/06      RUSTINGTON FOOTBALL CLUB (YOUTH SECTION)**

The Clerk referred to Minute 14/06(d) (Leisure and Recreation Committee Meeting - 13 July 2006) and the Council considered a letter received from the Secretary of Rustington Football Club Youth Section confirming that an agreement had been reached with the Northfield Football Club regarding the use of the North Field, namely that a smaller pitch be marked out inside the full size pitch enabling both Clubs to use the same kick off point.

The Council NOTED this information and AGREED that the fees for the "marking-out" of pitches for Children's Teams, currently charged to the Northfield Football Club at a rate of £10 per time, be DEFERRED for the present time, pending a full review by the Leisure and Recreation Committee at its next Meeting on 9 November 2006.

**270/06      ARUN DISTRICT COUNCIL - ASH LANE - RUSTINGTON**

The Council NOTED a letter received from the Principal Planner, Conservation and Design regarding the possibility of part of Ash Lane being designated as a Conservation Area or an Area of Special Character.

**271/06      ARUN DISTRICT COUNCIL - BYELAWS - SEASIDE PLEASURE BOATS**

The Committee considered a letter received from the Senior Legal Assistant, Arun District Council, enclosing a copy of the Draft Byelaw regulating Seaside Pleasure Boats.

Following a discussion, the Committee RESOLVED to take no further action in respect of submitting any comments to the District Council, but to monitor the situation in relation to Rustington.

**272/06      ARUN DISTRICT COUNCIL - WEST SUSSEX MOBILE ENERGY EFFICIENCY  
ADVICE CENTRE**

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The Council NOTED a letter received from the Energy Efficiency Officer advising that the West Sussex Mobile Energy Efficiency Advice Centre would be visiting The Woodlands Centre on Monday 23 October 2006 between 10.00 am and 4.00 pm.

**273/06      ARUN DISTRICT COUNCIL - ANNUAL PARISHES MEETING**

The Council considered a letter received from the Head of Strategy and Partnership, requesting the views of the Council in respect of the continuation of the Annual Parishes Meeting organised by the District Council, bearing in mind the fact that the attendance at the Meeting in 2005 had been very low.

Following a brief discussion, the Council AGREED that as it was happy with the arrangements which were being made to continue to inform and involve the Council, it did not feel that there was a need for an Annual Parishes Meeting to be held.

**274/06      ARUN DISTRICT COUNCIL - LOCAL DEVELOPMENT FRAMEWORK - CORE  
STRATEGY CONSULTATION**

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The Council NOTED a letter received from the Planning Policy Manager, Arun District Council, advising that the Consultation on the Core Strategy Preferred Options had been delayed and would no longer commence on 31 August 2006, as previously advertised in the Arun Times and on the District Council's website. The completion of the document had been delayed because the Environment Agency had asked the Council to undertake more work relating to strategic flood risk.

**275/06      WEST SUSSEX COUNTY COUNCIL - ADULTS' SERVICES**

The Council NOTED a letter received from the Director of Adults' Services regarding the introduction, with effect from 1 April 2006, of its Adults' Services which had replaced the previous Social & Caring Services Department.

**276/06      WEST SUSSEX COUNTY COUNCIL - DRAFT SOUTH EAST PLAN**

The Council NOTED the County Council's response to the Public Consultation Document in this regard.

**277/06      WEST SUSSEX COUNTY COUNCIL - MATERIALS RESOURCE MANAGEMENT  
STRATEGY - CONSULTATION WITH COMMUNITY INVOLVEMENT GROUPS**

The Council NOTED a letter received from the Strategy & Services Manager, together with the Draft Qualitative Report.

**278/06      SOUTHERN WATER - DEALING WITH DROUGHT**

The Council NOTED a letter and enclosed leaflet received from Southern Water regarding the current drought situation affecting parts of Southern England, and inviting the Council to send two representatives free of charge to a one day conference being organised by the Royal Horticultural Society, Southern Water and Worthing Borough Council on 30 September 2006 at Field Place in Worthing.

The Clerk said that the purpose of the Conference was to enable those present to pick up more tips from some of the Country's top gardening and water efficiency experts, and would also include a tour of two Worthing Gardens, the Waterwise Garden on Worthing Seafront and Highdown Gardens.

She then confirmed that Councillor Field would be representing the Council at the one-day Conference.

The Council NOTED this information and AGREED that Southern Water be asked to clarify certain points in respect of the current reservoir levels.

**279/06      SUSSEX AND SURREY ASSOCIATIONS OF LOCAL COUNCILS**

**(a)   New Councillor Course**

The Clerk reported that she had previously circulated a booking form in respect of the New Councillor Course that would be taking place at Dunford House, Midhurst on 3-5 November 2006.

She said that any interested Members should return the booking form to the Council Offices as soon as possible to enable her to return them to SALC by no later than 16 October 2006.

**280/06      SUSSEX ASSOCIATIONS OF LOCAL COUNCILS (SALC) – ANNUAL GENERAL MEETING AND ACTION IN RURAL SUSSEX (AIRS) ANNUAL CONFERENCE**

The Chairman reported the receipt of an Invitation to attend both the SALC Annual General Meeting and the Action in Rural Sussex Annual Conference on 12 October 2006 at the Norfolk Pavilion, South of England Showground, Ardingly. The Clerk reminded Members that both of these events were, in fact, held on the same day and at the same venue, one in the morning and one in the afternoon. She said that, unfortunately, neither the Chairman nor Vice-Chairman were able to attend on this day.

Following a further brief discussion, the Council RESOLVED to take no further action in this matter, unless any individual Members were able to represent the Council at either or both of these Meetings. The Clerk said that she had the relevant documentation, should anyone be interested in attending.

**281/06      PROTECTION OF PRIVATE GARDENS BILL**

The Council NOTED correspondence with Peter Bottomley, MP in this regard.

**282/06      CAMPAIGN TO PROTECT RURAL ENGLAND**

The Council considered a letter received from the Chairman, advising that the Sussex Branch was intending to review how it was run, to ensure good communications with its members and to give the Campaign a plan of action for the next three to five years. With this in mind, the Council's views and comments were invited and a questionnaire was enclosed for its response.

Following a brief discussion, the Council AGREED that the Clerk's suggested response to the questionnaire should be submitted.

**283/06      ENVIRONMENT AGENCY - DRAFT ARUN AND WESTERN STREAMS CATCHMENT FLOOD MANAGEMENT PLAN (CFMP)**

The Council NOTED the receipt of an email from the Strategic and Development Planning Department, the Environment Agency in this regard.

**284/06      FAIRTRADE RUSTINGTON CAMPAIGN**

The Clerk reported that she had previously circulated a letter received from Neil and Mia Day of The Sandwich Bar, North Lane, Rustington, regarding a proposal to make Rustington a Fairtrade Town.

Following a brief discussion, the Council AGREED that the Chairman and the Clerk should meet with Mr and Mrs Day to ascertain what the proposal would entail, prior to any further action being taken in this regard. It was also AGREED that it should also be suggested to Mr and Mrs Day that the proposal should be discussed with the Chamber of Trade and Commerce, to gauge its sentiments in this regard.

**285/06      A259 ANGMERING FOOTBRIDGE REPAIR AND LONGER TERM IMPROVEMENTS MEETING**

Councillor Ceiriog-Hughes reported on his attendance at a recent Meeting when both the footbridge repairs and the proposed pedestrian crossing on the A259 between the Station Road junction and the Roundstone Lane junction had been discussed.

The Council NOTED this information.

**286/06      SOUTH EAST ENGLAND REGIONAL ASSEMBLY - PARTIAL REVIEW OF SOUTH EAST PLAN - PROVISION FOR GYPSY AND TRAVELLER CARAVAN SITES**

The Clerk reported that she had previously circulated a copy of a letter and associated documents received from the Chief Executive, South East England Regional Assembly. She said that the closing date for comments in respect of this Document was 13 October 2006, but to date, apart from the representations received from Members advising that the map was incorrect in that East and West Sussex were indicated at the wrong locations, she had only received comments from one Member, namely Councillor Mrs Lines, as follows:-

- (a) the distribution of proposed sites across Counties was unfair
- (b) the document was not clear as to whether the review was based on Transit or Permanent Sites.

**287/06      ARUN DISTRICT COUNCIL - SEMINAR ON CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005**

The Clerk reported that she had previously circulated a letter received from the Services Director advising that a Seminar had been arranged to inform Town and Parish Councils and Arun Councillors about the new powers given to local Authorities to tackle a whole range of environmental problems and nuisances since the Clean Neighbourhoods and Environment Act 2005 had come into force, and particularly through the use of Fixed Penalty Notices. She said that the Seminar was scheduled to be held on 26 October 2006, but she was unable to ascertain how many representatives from the Council were permitted to attend at the present time.

Following a brief discussion, Councillors Rogers, Mrs Rice and Warrington expressed an interest in attending this Seminar, with the Clerk.

**288/06      DISCHARGE OF RESTRICTIVE COVENANT - LAND ADJACENT TO 8 SOUTHCOURT CLOSE, RUSTINGTON**

The Chairman reported the receipt of a letter from the Finance and Home Ownership Manager regarding the District Council's proposal to make arrangements for the discharge of a Restrictive Covenant on land adjacent to 8 Southcourt Close, Rustington.

He said that he understood that this letter had been sent to all Parish and District Councillors representing the East Ward. The letter was regarding an application that had been received to discharge a restrictive covenant in relation to the above mentioned property, and the District Council was inviting comments within 14 days.

The Chairman said that he would be asking the Clerk to respond on behalf of the East Ward Members advising that the Council had no comment to make in this regard.

The Council NOTED this information.

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

- (a) Allotments Regeneration Initiative - Newsletter - Autumn 2006
- (b) Alzheimer's Society - Worthing & District Branch - Newsletter - Summer 2006
- (c) CPRE - "Fieldwork" - September 2006
- (d) ICIS - "Wellspring West Sussex" - Issue No. 3 - 2006
- (e) Rustington Residents Association - "Topics" - August 2006
- (f) Sea Estate Residents Association Ltd. - "Seranews" - Summer 2006
- (g) Southern Water - Drought Update - Summer 2006
- (h) St Barnabas Hospice and Chestnut Tree House Children's Hospice - "Life" - Summer 2006

**There being no further business the Meeting concluded at 8.40 pm.**

**Chairman:** .....

**Date:** .....

**There were no matters raised by Members of the Public during the Public Question time held prior to the Meeting.**