

**RUSTINGTON COMMUNITY PARTNERSHIP  
MEETING - 28.05.09 AT 2.30 P.M.  
MINUTES**

**Present:** Iain Armstong (Treasurer), Julie Armstrong (Vice Chair), Austen Beard (Chair), Marilyn Burt (Secretary), Tom Carney, Don Rogers, Mervyn Wright.

The meeting was preceded by a presentation by the Greening Campaign representative. The chair expressed his thanks and was hopeful that the Partnership would be in a position to take forward in the future once current commitments had been progressed or possibly look at working in partnership with another local organisation.

1. **Apologies** - Deirdre Carolin
2. **Minutes of Meeting** - 14.05.09 - Agreed and signed by Chair.
3. **Matters arising**

**ACTION** Secretary: Carried forward. To discuss membership of the Partnership Management Committee with a member of the RCP.

4. **Management Group** - Officer updates

Treasurer: VDS consultant, Ashley Kent has invoiced and been paid £250.00 from VDS account - Balance now stands at £8650.00.

£500 cheque has been paid into General Account from West Sussex County Council (EACLAC). This bid was made on behalf of the Plastic Bag project and for funding of the Projects Launch planned for the Carnival.

Total Balance in Accounts: £9,479.65

5. **Group project updates:**

(a) Village Design Statement - Austen Beard

First stage completed and instalment paid. Don has mapped areas and this has been passed to Ashley Kent and it was hoped a meeting would be arranged to discuss this before 4.06.09.

Questionnaire - Austen to discuss with Parish Office availability of extra copies from the distribution of the Parish Magazine which should be from the 12.06.09. Also to ask for a try for returned questionnaires in the Parish Office. Boxes also to be placed in Library and Museum by the 1.06.09.

**ACTION: Austen**

Austen confirmed the questionnaire was being put online and was awaiting an invoice.

The next stage was a meeting in June with ADC, Brian Bannister, and Ashley to discuss the layout of the RVDS.

(b) Neighbourhood Management Forum

There was a need to find a member who could attend on behalf of the Partnership. The Secretary agreed to canvas members for availability.

**ACTION: Secretary to email members.**

(c) Community Garden - Julie Armstrong

Plan: Julie to pass on information to Austen re drafting of site plan

**ACTION: Julie**

(d) Cycle Cover Protection - John Ceriog Hughes

No report.

**ACTION: Don agreed to discuss with John whether project completed.**

(e) Recycling - Deidre Carolin

No report.

(d) Jobs Information Board - Mervyn Wright

Jobcentre are emailing vacancy list directly to Mervyn now and not through Partnership email. The number of local vacancies was lessening, although Iceland was believed to be recruiting. It was discussed linking with Arun and West Sussex County Council Human Resources.

**ACTION: Mervyn to investigate**

(e) Plastic Bag Free Rustington - David & Mary Helyar

ADC - awaiting response to our email replies on the grant application.

Parish Newsletter - Article to be written for Autumn edition.

**ACTION: David Helyar**

## 6. Projects Launch - 20.06.09 Rustington Carnival

It was discussed and agreed that a gazebo would be purchased which could then be loaned to other local organisations for a donation and flyers advertising the event circulated (as per copy shown to committee) and these would include a reference to completion of the VDS online questionnaire.

## 7. Public Liability Insurance

It was discussed that the Partnership could fund the Associated Membership of Action for Market Towns which would give entitlement to their public liability insurance scheme. The premium could be offset from the funding for the launch which would require this insurance, and confirmation that this could be used for this purpose had been obtained from the Localities Team as it was itemised in the grant application.

**ACTION: Austen to complete membership application.**

**8. Any other business**

None

**9. Date(s) of Next Meeting(s)**

(1) Thursday 25.06.09 at 2.30 p.m.

(2)