



Rustington Parish Council

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22 April 2025

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 28 April 2025** in the **Roger Montgomeri Room** at The Woodlands Centre, Woodlands Avenue, Rustington, **commencing at 7.00 pm.** (Please use the Council Offices' entrance at 34 Woodlands Avenue).

There will be a **Public Question Time at 6.45 pm** when Members of the Public may question the Council. It is hoped that immediate answers can be given. If this is not possible, the answers will be given at the next Meeting or, if preferred, sent direct to the questioner.

Yours sincerely

Clerk of the Council

A G E N D A

1. Apologies for Absence
2. Declarations of Interest by Members

Members and Officers are reminded to make any declarations of personal and/or prejudicial/pecuniary interests that they may have in relation to items on this Agenda

You should declare your interest by stating:-

- (a) *the item you have the interest in*
- (b) *whether it is a personal interest and the nature of the interest*
- (c) *whether it is also a prejudicial/pecuniary interest*
- (d) *if it is a prejudicial/pecuniary interest, whether you will be exercising your right to speak during the Public Question Time*

You then need to re-declare your interest at the commencement of the item or when the interest becomes apparent

3. To confirm the Minutes of the Monthly Meeting held on 24 March 2025
(Copy enclosed)
4. Annual Assembly of the Parish Meeting - 10 April 2025 - To note the Minutes of the Meeting
(Copy attached for Members)



Working for the local Community

RUSTINGTON Parish Council operates an open file policy. Any correspondence with the Council may become public.
For the Purposes of the Data Protection Act Rustington Parish Council is the Data Controller.
VAT Registered: 946 2052 29

5. Sussex Police - Matters Arising (if any)
6. District Councillors - Matters Arising (if any)
7. County Councillors - Matters Arising (if any)
8. To receive a Verbal Report from the Clerk on any matters arising from the Minutes
9. Chairman's Report
10. Planning Committee - To note the Report of the Meeting held on 17 March 2025
(*Copy previously circulated*)
11. Finance and General Purposes Committee - To receive the Report of the Meeting held on 28 April 2025 from the Chairman of the Committee, and to consider the Recommendations contained therein
(*Finance and General Purposes Committee Agenda and associated documentation previously circulated*)
12. To note the Attendance Records for Council and Committee Meetings for the period April 2024-March 2025
(*Copy attached for Members*)
13. Asset Register - To consider the Register as at 31 March 2025 and to approve the content as a true record
(*Copy attached for Members*)
14. Review of Insurance Provision - Clerk to report
15. Parishioners' Award:-
 - (a) Clerk to report on nominations received and to accept any further nominations from Members
 - (b) To agree a date for a Meeting of the Working Party to consider nominations received
16. The Woodlands Centre - Proposed Major Redesign and Refurbishment Project - To consider a Report from the Clerk of the Council on the Meeting of the Rolling Programme of Works and Possible Capital Projects Working Party held on 27 March 2025
(*Copy enclosed for Members*)
17. 80th Anniversary of VE Day - 8 May 2025 - Progress Report
18. Councillors' Surgeries - To consider introducing additional/alternative Surgeries to be held on a weekday basis
19. Standing Orders - Further amendments - Clerk to report
20. Email Management - Change of Domain Name - To note a Report from the Clerk of the Council
(*Copy attached for Members*)

21. Office of Alison Griffiths MP - To consider an email received from Ben Sewell together with a letter from Mrs Griffiths following the Meeting held on 28 February 2025
(Copy attached for Members)
22. Closure of Santander Bank Rustington Branch - To note correspondence in this regard
(Copy attached for Members)
23. West Sussex County Council - WSCC/School Admissions/Relevant Consultation/Parish Councils/For Information and Action - To consider an email received from Sarah Bideleux, Team Manager Admissions South/West Organisation & Planning, together with the Relevant Area for Admission 26/27 Consultation Document
(Copy attached for Members)
24. Rampion 2 Awarded Development Consent Order - To note an email received from Chris Tomlinson, Development & Stakeholder Manager, in this regard
(Copy previously circulated to Members via email on 7 April 2025)
25. To receive Reports from Members attending other External Meetings (if any)
26. Urgent matters arising, for information only, since the preparation of this Agenda
27. To note the following Documents and Publications previously circulated to Members:-
 - (a) Arun District Council - News Release - 3 April 2025
 - (b) CAGNE - April Bulletin
 - (c) Care UK - Stroke Awareness - Free Event at Ayton House - 9th April at 11 am
 - (d) Care UK - Free Dementia Events at Ayton House
 - (e) Chestnut Tree House - How our sensory gardens stimulate all five senses
 - (f) East Preston Parish Council News - 27 March 2025, 2 April 2025 and 16 April 2025
 - (g) National Association of Local Councils - Chief Executive's Bulletin - 3 April 2025, 10 April 2025 and 17 April 2025
 - (h) RHS Communities - April community gardening update
 - (i) St Barnabas House - Spring is in full bloom at the hospice
 - (j) West Sussex County Council - Highways, Transport and Planning - News and Updates - 31 March 2025
 - (k) West Sussex County Council - News Release - 24 March 2025, 25 March 2025 x2, 27 March 2025 x2, 31 March 2025 x2, 2 April 2025, 3 April 2025 x2, 14 April 2025 x2, 16 April 2025 x2 and 17 April 2025
 - (l) West Sussex County Council - Residents's eNewsletter - Easter fun and events galore, cutting food waste, your health and wellbeing, and more!