



Rustington Parish Council

Council Offices, 34 Woodlands Avenue, Rustington, West Sussex BN16 3HB

Tel: 01903 786420

E-mail: enquiry@rustington-pc.gov.uk

Website: www.rustington-pc.gov.uk

22 September 2026

Dear Councillor (and Parishioners for information)

YOU ARE HEREBY SUMMONED to attend the **Monthly Meeting** of the Council to be held on **Monday 28 September 2026** 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).

Before the start of the formal business of the Council Meeting, the Chairman of the Council, Councillor Andy Cooper, will make a Long Service Award Presentation to a member of Personnel.

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

AGENDA

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 27 July 2026
(Copy attached)



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

4. To confirm the Minutes of the Special Meeting held on 10 September 2026
(*Copy attached*)
5. Sussex Police:-
 - (a) Matters Arising (if any)
 - (b) Arun All Parishes Meeting - 24 September 2026 - Clerk to report
 - (c) Sussex PCC Autumn Engagement Meeting - Arun District - 7 October 2026 - Clerk to report
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 Reports of the Meetings held on 27 July 2026 and 25 August 2026
(*Copies previously circulated*)
11. Finance and General Purposes Committee:-
 - (a) To note the Report of the Meeting held on 25 August 2026
(*Copy previously circulated*)
 - (b) To receive the Report of the Meeting held 28 September 2026 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. Leisure and Amenities Committee - To receive the Report of the Meeting held on 3 August 2026 and to consider any recommendations contained therein
(*Copy enclosed*)
13. Emergency Planning Committee - To receive the Report of the Meeting held on 25 August 2026 and to consider any recommendations contained therein
(*Copy enclosed*)
14. Meeting Dates - To approve change of dates for the following Meetings:-

Leisure and Amenities Committee - 19 October 2026 to 16 November 2026
Planning Committee - 9 November 2026 to 16 November 2026
15. Annual Governance and Accountability Return for the Year ended 31 March 2026 - To note a letter received from Moore East Midlands, together with the External Auditor's Report and Certificate
(*Copy attached*)

16. Parish Council Insurance - Renewal - Clerk to report
17. Annual Civic Thanksgiving & Presentation Reception - 20 September 2026 - Clerk to report
18. The Woodlands Centre - Proposed Major Redesign and Refurbishment Project - Progress Report
19. The Woodlands Centre and Rustington Youth Centre - To formally agree to both premises being used as a Rest Centre, and Clerk to report
20. People's Emergency Briefing - 7.00 pm - 20 October 2026 at St Peter and St Paul Church - Clerk to report
21. Rustington In-Bloom Committee - Councillor Lee to report
22. Local Government Reorganisation:-
 - (a) Update from Government - To note an email received from the Chair of West Sussex Association of Local Councils
(Copy attached)
 - (b) West Sussex County Council Response - Government Pauses LGR Programme
(Copy attached)
 - (c) Possible Affects on Parish and Town Councils - Clerk to report
23. Office of Alison Griffiths MP - To note the July 2026 and August 2026 Newsletters
(Copies attached)
24. Replacement Interpretation Board - To consider an email and Quotation received from The Acorn Workshop, and Clerk to report
(Copy attached)
25. Members' Christmas Meal/Get Together - Clerk to report
26. Littlehampton Fun Run - To consider a representation received from a Rustington resident
(Copy attached)
27. Arun District Council - Budget Consultation 2027/2028 - To consider a News Release in this regard
(Copy attached)
28. West Sussex County Council:-
 - (a) Bus Stop Information Boards - Clerk to report
 - (b) Operation Watershed 2026/2027 - To consider an email received from Dominic Henly, Flood Risk Management Team, Planning Services
(Copy attached)
 - (c) Take Part: Consultation on draft West Sussex Sexual Health Strategic Framework 2026-2031 - To consider an email received from Claire Currie, Consultant in Public Health and Patrick Stoakes, Public Health Lead, Sexual Health
(Copy attached)

- (d) Mill Lane Roundabout A259/Safety concerns for residents of Fairway Gardens - To note email correspondence in this regard
(Copy attached)
 - (e) Member & Parish Briefing Session - 26/27 Programme - To note an email received from Kerry Arthur, Customer Communications Officer, Local Highways Operations, Highways, Transport and Planning, and Clerk to report
(Copy attached)
29. West Sussex Association of Local Councils - Consultation on a New Proper Practices Framework for Smaller Authorities - To consider an email received from Emily Simpson in this regard
(Copy attached)
 30. To receive Reports from Members attending other External Meetings (if any)
 31. Urgent matters arising, for information only, since the preparation of this Agenda
 32. Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that because of the confidential nature of the business to be transacted, the Public and the Press leave the Meeting during consideration of Agenda Item 33
 33. Proposed Recruitment Process for Clerk of the Council Post - To consider a Report from the Personnel Sub-Committee
(Copy enclosed for Members)
 34. To note the following Documents and Publications previously circulated to Members:-
 - (a) Arun District Council - News Release - Our Armed Forces Champion takes part in National Conference
 - (b) CAGNE - Gatwick Airport New Runway
 - (c) CAGNE - It's not too late to write as a residents, elected member or a Council
 - (d) CAGNE - September Update
 - (e) Citizens Advice - A Summer of Support and Impact - ACCA News
 - (f) Citizens Advice - Save The Date - Arun & Chichester Citizens Advice AGM
 - (g) CPRE - Your latest update on our countryside x2
 - (h) East Preston Parish Council News - 29 July 2026, 7 August 2026, 19 August 2026, 27 August 2026, 4 September 2026, 9 September 2026 and 16 September 2026
 - (i) Hidden Disabilities Sunflower - Introducing our updated Sunflower training
 - (j) Hidden Disabilities Sunflower - Free webinar + resources for your team
 - (k) National Association of Local Councils - Chief Executive's Bulletin - 30 July 2026, 6 August 2026, 13 August 2026 20 August 2026, 3 September 2026, 10 September 2026 and 17 September 2026
 - (l) National Association of Local Councils - Clear Councils - August Updates
 - (m) NHE - Next Week: The Conversation the NHS Can't Afford to Miss
 - (n) Oneillhomer - New NPPF, Pride of Place in Blacon, Neighbourhood Planning NALC Consultation
 - (o) Public Sector Network Newsletter - August 2026
 - (p) RHS - RHS Communities August 2026 and September 2026 Community Gardening Update
 - (q) Sage House - Quick Reminder Invitation to Dementia Supporter Online Training
 - (r) Save Our South Coast Alliance (SOSCA) - Urgent Link to Respond

- (s) Southern Water - An update on our work to protect bathing waters in West Sussex
- (t) Southern Water - Protecting local water sources together
- (u) Stonepillow - Supporters Update - August 2026
- (v) Stonepillow - Can you spare 5 minutes for Stonepillow?
- (w) Turning Tides - Live's You Have Changed
- (x) Turning Tides - Urgent Harvest Food Appeal
- (y) Turning Tides - You are cordially invited
- (z) Turning Tides - Annual Meeting - New Ricket Link
- (aa) West Sussex County Council - Bus it! Special Edition
- (bb) West Sussex County Council - Highways, Transport and Planning Parish Newsletter - 4 August 2026 and 24 August 2026
- (cc) West Sussex County Council - Moderate air pollution in and amber heat health alert West Sussex
- (dd) West Sussex County Council - News Release - 28 July 2026 x2, 3 August 2026, 4 August 2026, 5 August 2026, 13 August 2026, 14 August 2026, 19 August 2026, 20 August 2026 x2, 24 August 2026 x2, 25 August 2026, 27 August 2026, 7 September 2026, 8 September 2026, 10 September 2026, 14 September 2026, 15 September 2026, 16 September 2026, 17 September 2026 and 21 September 2026 x2
- (ee) West Sussex County Council - Residents' eNewsletter - August 2026