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

10 November 2026

Dear Councillor (and Parishioners for information)

LEISURE AND AMENITIES COMMITTEE

YOU ARE HEREBY SUMMONED to attend a Meeting of the above Committee to be held on **Monday 16 November 2026** in the **Roger Mongomeri Room** at The Woodlands Centre, Woodlands Avenue, Rustington, **commencing at 6.00 pm**. (Please use the Council Offices' entrance at 34 Woodlands Avenue).

Yours sincerely

Gaile Ward

Clerk of the Council

To: All Members of the Leisure and Amenities Committee and other Members for information

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 approve the Minutes of the Meeting held on 3 August 2026
   (Copy attached)

4. To consider further such matters as arise from the Minutes

RUSTINGTON Parish Council operates an open file policy. Any correspondence with the Council may become public.
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5. The Woodlands Recreation Ground:-

   (a) Rustington Cricket Club - Maintenance of Cricket Square - Contribution of Funding Agreement - Deputy Clerk to report
   (b) Rustington Football Club - Update - Deputy Clerk to report
   (c) Charges for Sports Facilities - To consider a Report from the Deputy Clerk *(Copy attached)*
   (d) Summer Active Play Sessions - To note the Report from the Active Communities Team at Freedom Leisure and to consider future provision, and Deputy Clerk to report
   (Copy attached)
   (e) South Coast Skate Club and Skateboard - To consider a Report from the Deputy Clerk
   (Copy attached)

6. The Woodlands Centre:-

   (a) Current Lettings - Progress Report
   (b) Review of Rents - To consider a Report from the Finance Manager/RFO
   (Copy attached)

7. Samuel Wickens Centre:-

   (a) Current Lettings - Progress Report
   (b) Review of Rents - To consider Schedules A, B and C, of proposed Hiring Charges with effect from 1 April 2027
   (Copy of existing and proposed charges attached)

8. Rustington Youth Centre:-

   (a) Current Lettings - Progress Report
   (b) Review of Rents - To consider Schedules A, B and C, of proposed Hiring Charges with effect from 1 April 2027
   (Copy of existing and proposed charges attached)
   (c) Table Tennis Youth Provision - Deputy Clerk to report
   (d) The 'What's on BN16' Information Project for Children and Young People - Progress Report

9. Rustington Museum - To consider a Report from the Museum Manager
   (Copy attached)

10. Woodland Park Sportsfield:-

    (a) Rustington Otters Football Club - Update from Deputy Clerk
    (b) Extension of Lease - Clerk to report

11. Public Conveniences - Loo of the Year Awards - Deputy Clerk to report

12. Public Seats - Progress Report - Deputy Clerk to report

13. Beach Shelter and Bus Shelters - Maintenance - Clerk to report

14. Remembrance Sunday Parade and Service - 8 November 2026 - Deputy Clerk to report

15. The Continued Maintenance of the War Memorial - Deputy Clerk to report

16. Gardens Competition - To consider a Report from the Working Party, and Clerk to report *(Copy attached)*

17. Festive Lighting - Deputy Clerk to report

18. Urgent matters arising, for information only, since the preparation of this Agenda

19. Income and Expenditure for 2025/26, 2026/27 and 2027/28 - To consider a Report from the Clerk of the Council
(*Copy enclosed)*

20. 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 Items 21 and 22

21. Grounds Maintenance Contract - To consider a Report from the Deputy Clerk together with a Quotation for a further 3-year contract received from Barcombe Landscapes Limited
(Copy enclosed for Members)

22. The Woodlands Centre - Supply of new chairs - To consider a Quotation received from Arun Business Supplies
(Copy enclosed for Members)

23. Dates of Future Meetings:- 3 March 2027
7 June 2027
2 August 2027
18 October 2027