RUSTINGTON PARISH COUNCIL

MINUTES: of the Monthly Meeting held on 26 October 2026

PRESENT: Councillors A Cooper (Chairman), Mrs C Broomfield, M Broomfield, J Ceiriog-Hughes, Mrs A Cooper, Mrs Gregory, G Lee, Ms L Lloyd (Late Arrival), Mrs S Partridge, Ms M Revell, D Rogers and Mrs C Stevens

In attendance: Mrs C Ward (Clerk of the Council) and Ms R Costan (Deputy Clerk of the Council)

246/26 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bennett (Indisposition), Grevett (Personal), Street (Personal) and Warren (Indisposition). These apologies were accepted by the Council.

247/26 DECLARATIONS OF INTEREST BY MEMBERS

There were no declarations of interest by Members.

248/26 MINUTES

The Minutes of the Monthly Meeting held on 28 September 2026 were signed by the Chairman as a correct record.

249/26 SUSSEX POLICE

The Clerk reported that apologies for absence had been received from PCSO Raju.

(a) Matters Arising

The Clerk reported that there were no major Police/Crime related matters to report at the present time.

She then referred to the two individuals, a male and a female, who were continuing to rough sleep on the pavement in front of shops in Sterling Parade. The couple were actively begging during the day and sleeping on the pavement, causing an obstruction for pedestrians as the width of pavement was being compromised considerably, from late afternoon to mid-morning.

She said that the Deputy Clerk had contacted the Anti-Social Behaviour Team at the Arun District Council, together with Sussex Police and the West Sussex County Council Highways Department, but there seemed to be no action that could be taken to move these two individuals on by, hopefully, providing them with a safe place to sleep, etc.

The Deputy Clerk said that she understood that they have not been inclined to engage with the District Council's Community Protection Officers and other support agencies. She said that there had been particular concern, which she had also raised with all of the aforementioned Teams and Departments, for the couple on the run up to 23 October 2026 when a major storm had been predicted. She said that no correspondence had yet been forthcoming from the Rough Sleeping Team at Arun District Council or the Police.

The Council was concerned to NOTE this information, and Councillor Mrs Cooper said that she would make contact with the County Council's Highways Department, and also approach Emily King, the Executive Director of Communities and Jim Bartlett, Head of Community Safety and Wellbeing to press for some action to be taken.

Councillor Rogers reported that he had witnessed an altercation outside of the Iceland Store on Churchill Parade, between an individual begging and a member of the public.

Councillor Lee then reported that the figures for August had totalled 110 crimes of which 71 were anti-social behaviour, shoplifting and violent offences.

He then advised that the figures so far in the current month (October), as advised by PCSO Raju, included 11 thefts, 25 anti-social behaviour incidents, two attempted burglaries and one shed break-in. He said that a suspect had been arrested in respect of one of the attempted burglaries, but no charges had yet been made.

The Council NOTED this information.

(b) Online Meeting with PCC Office

Councillor Lee said that he had nothing much to report other than to say that it was evident at the Meeting that most of the Parishes represented, suffered from similar issues of concern, including anti-social behaviour, loud noise of traffic, speeding vehicles, inconsiderate riding of electric bikes and scooters, etc., with anti-social behaviour and shoplifting crimes being the most prevalent.

He concluded by reminding Members that the PCC's Office would no longer exist from May 2028, when it would be superseded by the Mayoral Authority.

The Deputy Clerk then stated that the Meeting had focused on gauging feedback from the Parishes regarding the PCC's priorities. She explained that the topics of discussion had included the Early Release Scheme, reporting methods and the reorganisation of Police Forces nationally. She added that "Op Stop", the focus of which is the ongoing problem of persistent shoplifting, had now been extended across West Sussex.

She confirmed that she had relayed concerns regarding the perceived priority being given to Littlehampton and Bognor in terms of new initiatives such as the mobile community "pod", projects to support retail centre businesses etc. She added that the Meeting had reflected a general consensus, from all those Parishes in attendance, that an actual in-person Officer presence was fundamental to regaining the public's trust in Sussex Police which would in turn help to increase reporting and provide a more accurate reflection of the number of incidents.

The Council NOTED this information.

Councillor Ms Lloyd joined the Meeting at this juncture.

250/26 DISTRICT COUNCILLORS

Apologies for absence had been received from Councillor Ms Edwards.

Councillor Gunner then reported on District Council matters as follows:-

- Policing - Representative from Sussex Police attending Housing and Wellbeing Meeting on 27 January 2027

- Local Plan - District Council to decide in November what action it should take regarding the Local Plan - Needs to decide whether it should produce the Plan on its own or together with neighbouring Worthing and Adur District Councils

- Planning - Changes in delegations coming into being - Will result in 70% less applications being placed before Councillors - Parishes' objections will not trigger immediate referral to the Committee - The Planning Application for The Windmill Public House, refused by the District Council - Appeal to be heard on 16 December 2026

- Anticipated Section 106 Contribution to Rustington from Watersmead Site Application (Former Body Shop Headquarters) - Will continue to chase to confirm maximum sum possible with District Council Officers

- District Council looking likely to have a £1.5M overspend in 2027/2028 Budget

- District Council's Housing Stock - Situation not improving - New Director of Housing appointed recently - 44% of homes still not of a 'decent home' standard

- New Waste Bins and Service - Working well now

- Local Government Re-organisation - Not happening yet, but District Council Elections will be being held in May 2027 - When new Administration is in place, will have to revert back to a Cabinet System - Next Government Budget - 28 October 2026 - May hear something about funding for Local Government Re-organisation then.

Councillor Lee asked Councillor Gunner when the decision regarding Local Government Re-organisation for West Sussex, in particular, would be being made. Councillor Gunner said that something might be happening within the next month or so.

The Council NOTED all of the above information and the Chairman thanked Councillor Gunner for his most comprehensive Report.

251/26 COUNTY COUNCILLORS

Councillor Mrs Cooper, in her capacity as a County Councillor, then reported on County Council matters as follows:-

- Council Meeting on 16 October - Motion passed to reverse decision on the size of Petitions from 9,000 to 3,000 residents to trigger

- Sussex & Brighton Strategic Authority - New Board now appointed and meeting regularly - April 2027 the Fire and Rescue Service will move over to the Strategic Authority from West Sussex County Council - new Plans - To carry out review of Section 106 and CIL Funding across West Sussex to see if possible to repurpose funds and improve transparency

- County Council entering into a Contract with Retro Fit Works Energy Projects which will be following a group purchasing model - Looking at a Solar Panel Scheme for West Sussex as one of its Energy Projects via Solar Together Sussex

- Supported Sepsis Awareness Trust in September.

The Council NOTED the above information and the Chairman thanked Councillor Mrs Cooper for her Report.

252/26 CLERK'S REPORT

The Clerk said that she had nothing to report at the present time.

253/26 CHAIRMAN'S REPORT

The Chairman thanked Councillor Lee for representing the Council at the following:-

- Introduction to Wadars at Willow Farm - 19 October 2026
- WSALC Chairs Forum - 19 October 2026 (online)

He then said that he was delighted to report that the Retiring Collection from the Annual Civic Thanksgiving Service had raised £545.05.

The Council was pleased to NOTE this information.

254/26 PLANNING COMMITTEE

The Council NOTED the Reports of the Planning Committee Meetings held on 10 September 2026 and 28 September 2026.

255/26 FINANCE AND GENERAL PURPOSES COMMITTEE

The Council received the Report of the Finance and General Purposes Committee Meeting held on 26 October 2026. (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 Meeting held on 26 October 2026 be APPROVED.

256/26 ALLOTMENTS COMMITTEE

The Council received the Report of the Allotments Committee Meeting held on 19 October 2026.

The Council RESOLVED that the Recommendations contained in the Report of the Allotments Committee Meeting held on 19 October 2026 be APPROVED.

257/26 DIARY DATES 2027

The Clerk advised the Council that the Diary Dates for 2027 that had been previously circulated with the Agenda needed to be amended for the months from January to April inclusive, due to the rear of the Centre being closed with effect from the middle of December until the end of April.

She said that, unfortunately, there would be no availability at The Woodlands Centre, Youth Centre or Samuel Wickens Centre on Monday evenings, but the Youth Centre was available on Wednesday evenings. She said that rather than displace any regular hirers of the Village Memorial Hall, particularly taking account of the fact that they would have just returned following completion of the refurbishment works, the Youth Centre seemed to be the best option, without the Council having to incur any costs for hiring external facilities.

She reminded Members that an amended list of Diary Dates for Council and Committee Meetings had also been circulated at the Meeting.

Following a further discussion, the Council RESOLVED that the amended list of Diary Dates for 2027 should be APPROVED.

A copy of the confirmed dates is attached and forms a part of these Minutes.

258/26 REMEMBRANCE SUNDAY - PARADE AND SERVICES

(a) Church Service Timings

The Clerk said that she had previously circulated the details of the Service being held on Sunday 8 November 2026 at St Peter and St Paul Parish Church, prior to the Parade and Service at the War Memorial, and said that this would commence at 10:00 am, and Members were most welcome to attend. She said that the Church had asked if everyone attending could be seated by 9:50 am.

The Council NOTED this information.

(b) Parade and Service at the War Memorial

The Clerk then said that she had also previously circulated the details and timings for the Parade and Service at the War Memorial, following the Church Service, on Sunday 8 November 2026.

She reported that an Event Management Plan was again being followed, with road closures being in place at appropriate locations for a specified period. She said that Medical and Support Services were again being employed to provide stewarding and security at the above-mentioned locations, together with First Aid support.

The Council was pleased to NOTE this information.

259/26 RUSTINGTON IN-BLOOM

Councillor Lee reported on the Committee and its activities as follows:-

- More new Members on Committee
- £258.00 raised from Plant Sale
- Churchill Court Planting - A variety of plant and bulbs in the process of being planted in raised bed - Committee extremely appreciative of Ferring Nurseries generous donation of most of the plants and bulbs
- Sea Lane Plants - Overhauled and looking very good
- North Lane Railing Planters - Currently empty - Owner of Florist to include planters when maintaining area - Committee to fund plants, if required
- Possible additional Planter on grass footage of Westcourt Surgery - Approach to be made to the Surgery in this regard - Looking for other locations on private land for more Planters
- Bulb Planting - A number of new areas to be planted
- Litter Picks - New areas to include Station Parade
- Xmas Table Sale - Saturday 5 December at Rustington Methodist Church.

The Council was pleased to NOTE this information.

260/26 COUNCIL HIVE

The Clerk reported that the Council's renewal for Breakthrough Plus (Hive) was now due at a cost of £1,295.00 plus VAT for the next year.

She advised that whilst the Council had not made a huge amount of use of the service over the first 12 months, it was likely that the next 12 months would be a particularly useful time to have it in place, given that the new Council would be elected at the beginning of May 2027. She said that Breakthrough Communications had developed dedicated training, resources and practical content for new and returning Councillors, to help Councils prepare for the new Term and support Members from the outset. She added this could be a great support for the new Councillor Induction process.

She reminded Members that **all** of the live training was included through Breakthrough Plus, for both personnel and Councillors, with an extensive programme (https://www.breakthroughcomms.co.uk/training) She reminded the Council that in addition to the training, Breakthrough Plus gave the whole Council access to its hub and resources covering communications, engagement, data protection and FOI, regular updates, selected Masterclasses, five one-to-one advice calls and its annual communications and data protection Healthchecks.

Following a detailed discussion, the Council RESOLVED to subscribe to Breakthrough Plus for a further 12-month period at a cost of £1,295.00 excluding VAT. It was also AGREED that Members and Personnel should be encouraged to sign up for as many training sessions as possible during the next 12 months, with a review taking place again towards the end of that period.

The Deputy Clerk said that she would register all Members so that they could, at their leisure, sign up for any training sessions that they might be interested in.

261/26 ARUN DISTRICT COUNCIL - ARUN FLOOD FORUM - 5 NOVEMBER 2026

The Clerk said that she had previously circulated an email received from Joe Russell-Wells, Group Head of Environment and Climate Change, advising that the District Council was hosting the next Arun Flood Forum Meeting on Thursday 5 November from 6:00 pm to 8:00 pm at the Civic Centre.

She said that representatives from Town and Parish Councils were rotated at each Meeting, and for the November Meeting Bognor, Bersted, Felpham and Barnham/Eastergate had been invited to join the Arun Flood Forum Members, with the main focus for the Meeting being:-

- Shripney/Lidsey update
- Terms of Reference update
- Partner agency updates
- Winter preparedness and key messaging.

She then advised that the Council could send a representative to attend the Meeting as an observer if it wished to do so.

Following a brief discussion, the Council NOTED this information and agreed to take no further action in this regard at the present time.

262/26 ARUN DISTRICT COUNCIL - T&P CLIMATE ACTION NETWORK

The Clerk said that she had previously circulated an email received from Patrick Raaj Felix, Habitat Banking Project Officer advising of the following opportunities which may be of interest to the Council:-

1. ***Free Carbon Literacy Training***

The South Downs National Park Authority was offering free online Carbon Literacy training for residents, parish councils and businesses. The training covered the causes and impacts of climate change, the solutions available, practical actions everyone could take, and how organisations could get started on their own Carbon Literacy journey.

The sessions available were:-

- ***Wednesday 11 November, 9:30am-4:30pm*** *- full day*
- ***Thursday 12 November, 9:30am-4:30pm*** *- full day*
- ***Wednesday 11 November, 9:30am-12:30pm and Thursday 12 November, 1:30pm-4:30pm*** *- two half-day sessions*

2. ***West Sussex Nature Recovery Fund***

West Sussex County Council had also launched its ***Nature Recovery Fund****, which would support practical projects that helped deliver the priorities of the Local Nature Recovery Strategy across West Sussex.*

Councils or communities might have projects that could potentially benefit from the fund, and if they wanted to check if their project was eligible, or wanted to discuss an outline project idea, they should contact Holger in the first instance:-

- *email: naturefund@westsussex.gov.uk*
- *phone: 0330 222 9425*

The Council NOTED this information and AGREED to take no further action in this regard at the present time.

263/26 ARUN DISTRICT COUNCIL - INVITATION TO COMMUNITY SAFETY PROJECT SHOWCASE EVENT - 18 NOVEMBER 2026

The Clerk said that she had previously circulated an email received from Dax O'Connor, Community Safety Manager, Housing, Wellbeing and Communities, inviting the Chairman and Members of the Council, particularly those with an interest in community safety, youth provision, wellbeing, community development, or local partnership working, to the Safe Arun Partnership's Showcase Event from 10:00 am to 12:00 noon on 18 November 2026 at the K2 Youth & Community Centre, Eldon Way, Littlehampton, BN17 7HE.

She said that it was hoped that the Event would bring together local organisations, community groups and partner agencies that had received Community Safety Partnership funding to deliver projects that supported safer, stronger and more connected communities across the Arun District. She added that attendees would have the opportunity to:-

- Meet organisations delivering community safety projects across the district
- Learn about the outcomes and benefits achieved through partnership funding
- Discover innovative approaches to addressing local challenges
- Network with community organisations, schools, councillors, and statutory partners
- Explore opportunities for future collaboration within your local communities.

Mr O'Connor concluded his email by requesting that anyone wishing to attend this 'drop-in' Event should email Kasia.Racey@arun.gov.uk, and said that it was hoped that elected Members would be able to attend this informative and inspiring event.

Following a brief discussion, the Council RESOLVED that Members who were interested in attending this Event should either let the Clerk know or email the above contact directly.

Councillors Mrs Cooper, Lee and Ms Lloyd advised the Clerk at the Meeting that they would be attending the Showcase Event.

264/26 WEST SUSSEX ASSOCIATION OF LOCAL COUNCILS - DEPENDANTS' CARERS' ALLOWANCE

The Clerk said that she had previously circulated an email received from Emily Simpson, West Sussex Association of Local Councils, forwarding a notification that had been received from the National Association of Local Councils, as follows:-

Weymouth Town Council Sustainable Communities Act Dependants' Carers' Allowance updated proposal

Weymouth Town Council has confirmed that it will be requesting re-submission of an amended Dependants' Carers' Allowance proposal to the Government in the next few months. Currently principal authorities have the right to make payments using this allowance to their councillors to assist them to part pay for childcare and dependants' care while those councillors attend council business such as council meetings. This same right is not currently given to parish and town councils. Back in August Weymouth Town Council (WTC) spoke to the NALC Policy Committee who were incredibly supportive and NALC Officers have advised us and guided us on the way forward. On 2nd September this year Weymouth Town Council formally agreed to appeal the government's decision (from April 2026) that this right should not be granted to parish and town councils) and the council is grateful for NALC's backing in supporting it in that. WTC is currently surveying its residents and NALC have recently surveyed all councils. The results from the WTC survey will form part of the submission from Weymouth Town Council to NALC, with a view to NALC resubmitting the proposal in December 2026. Today we are asking for your help in righting this inequality and we want to

ask you to write to your MP to highlight this issue and to say that you support the forthcoming appeal. Some suggested text is contained in the attached letter template for you to fill in and send to your local MPs. Please email Jane.Biscombe@weymouthtowncouncil.gov.uk if your parish or town council is interested in helping with this campaign more widely.

The proposal is very highly likely to be submitted to Govt. in/by December 2026 so writing now to MPs will raise awareness with them ahead of time.

Following a brief discussion, the Council RESOLVED to take no further action in this regard at the present time.

265/26 BUS SERVICES IN RUSTINGTON

The Clerk said that she had previously circulated email correspondence in this regard, between Councillor Mrs Cooper and a Rustington resident.

Councillor Mrs Cooper said that the resident concerned believed that if the Parish Council was to take the issue seriously, both WSCC and Stagecoach would be forced to act. She had previously noted that the Parish and County Council had exhausted all options; and was requesting formal confirmation as to whether there was anything else that the Council was prepared to do and if not was this because it was legally powerless to act or because it did not view this as a priority issue?

Following a detailed discussion, during which Members expressed their concerns that they did not want to see the current level of service compromised in any way, the Council RESOLVED that the Clerk should, in consultation with Councillor Mrs Cooper, make a representation to Mr Vince, Business Development Manager at Stagecoach South, acknowledging the issues he had discussed with the aforementioned resident as follows:-

- Phasing out and replacing older vehicles in the local fleet with quieter, modern models
- Implementing driver protocols to reduce engine idling
- Reviewing timing points to prevent buses from building up at certain stops
- Improvements to the physical bus stop infrastructure to help dampen noise levels

and requesting that whilst the Council was really happy with the excellent Bus Service through Rustington, it would be grateful if Stagecoach could consider any mitigation possible to reduce the impacts on residents living along, or in close proximity to, bus routes through Rustington, in particular.

266/26 ARUNDEL ILLUMINATED TRACTOR RUN 2026

The Clerk said that she had previously circulated an email received from Bethany Griffiths.

She said that Ms Griffiths had advised that the organisers of the Tractor Run for 2026 had created a route that they felt would give as many people as possible the opportunity of seeing the tractors whilst being as easy as possible for the tractors to negotiate. She said they were intending to follow the same route from Arundel to The Street, Rustington, but rather than carry on up North Lane they would like to turn left at the Parish Church to go down Sea Lane and along the seafront, follow South Terrace until it met Fitzalan Road and then head up this road until it joined the new Lyminster Bypass and back to Arundel.

She also advised that the organisers were hoping to have a website with an interactive route where good places to watch from could be identified and where car parks were, etc.

She concluded by saying that the organisers would be very grateful for any help the Council could provide with donation bucket volunteers, advertising and notifying any businesses such as Pubs or Cafés that might be able to benefit.

Following a brief discussion, the Council RESOLVED that the Chamber of Trade and Commerce should be notified of the details for the Tractor Run, with a request that it advised businesses that might wish to open on the night. Councillor Mrs Broomfield said that she would be happy to advise all of the appropriate businesses if a flyer could be produced for her to give to them. The Deputy Clerk said that she would produce an appropriate flyer which could be used by Councillor Mrs Broomfield for this purpose.

It was also AGREED that any Members who were interested in being donation bucket volunteers in Rustington or elsewhere should advise the Clerk who could then let Ms Griffiths know and obtain details of what was required of them.

267/26 ARUN DISTRICT COUNCIL - LOCAL CYCLING AND WALKING INFRASTRUCTURE (LCWIP) TARGETED CONSULTATION

The Clerk referred to Minute 173/26 and reported that she had previously circulated an email received from the Principal Planning Officer, advising that following consideration of the Draft Local Cycling and Walking Infrastructure Plan (LCWIP) by the Planning Policy Committee on 3 September 2026, Members had requested further targeted engagement regarding the presentation of the proposed Littlehampton to Worthing Coastal Link (Route 114), particularly in the Kingston Gorse area.

She said that, as a result, the District Council had reviewed the route mapping and accompanying text within the draft LCWIP and made further clarifications which included:-

- Revised mapping to better illustrate the route as a strategic corridor rather than a definitive alignment
- Additional explanatory text confirming that the route shown through Kingston Gorse is indicative only
- Clearer acknowledgement that significant feasibility, land ownership, highway status and deliverability considerations remain to be assessed before any future scheme could be developed
- Amendments to the mapping through Ferring to show the primary route following Sea Lane creating a connection to the Ilex Way public bridleway into Worthing.

She advised that any representations were required by 5:00 pm on 5 November 2026 to localplan@arun.gov.uk.

Following a brief discussion, the Council AGREED to take no further action in this regard.

268/26 EXCLUSION OF THE PUBLIC AND PRESS

The Council, pursuant to Section 100 of the Local Government Act 1972, RESOLVED that Members of the Public, and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.

269/26 THE WOODLANDS CENTRE - MAJOR REDESIGN AND REFURBISHMENT PROJECT

The Clerk referred to Minute 244/26 and said that she had previously circulated a Report prepared by herself and the Finance Manager/RFO, regarding the current funding requirements in respect of the Refurbishment Project.

Following a brief discussion, during which the Clerk advised the Council of comments that had been received from Councillor Warren in this connection, the Council RESOLVED to NOTE and APPROVE the contents of the Report at the present time, particularly as the financial position could be subject to change as the Project progressed.

The Finance Manager/RFO said that, once the Contract had been signed, all future financial information in respect of expenditure would be presented to the Finance and General Purposes Committee at its Monthly Meetings.

270/26 DOCUMENTS AND PUBLICATIONS CIRCULATED

The Council NOTED the following Documents and Publications previously circulated for Members' information:-

(a) Arun & Chichester Citizens Advice - Reserve your spot - ACCA AGM & Projects Marketplace
(b) BRTA - Shoreham to Horsham Rail Link 1
(c) CAGNE - October Bulletin
(d) CAGNE - It's Now or Never for MPs to put their name to the airspace ombudsman amendment
(e) Care UK - Ageing Well and Preventing Falls
(f) Care UK - Adjusting to a Dementia Diagnosis Free Talk at Ayton House
(g) Carers Support West Sussex - Your September Update from Carers Support West Sussex
(h) Carers Support West Sussex - Your October Update from Carers Support West Sussex
(i) CPRE - Your latest update on our countryside
(j) CPRE - Help us sound the alarm on the date centre land crisis
(k) East Preston Parish Council News - 1 October 2026 and 15 October 2026
(l) Keep Britain Tidy - Announcing the Great British Spring Clean 2027 Dates
(m) National Association of Local Councils - Chief Executive's Bulletin - 24 September 2026, 1 October 2026, 8 October 2026 and 22 October 2026
(n) RHS - RHS Communities October Update
(o) Stonepillow - Supporters Update - September 2026 and October 2026
(p) Sussex Community NHS Foundation Trust - New 2027 Course Dates Available For Booking - Living Well Programme
(q) Turning Tides - Our Impact Report 2026
(r) Turning Tides - Our Life-changing Events Programme
(s) West Sussex County Council - Highways, Transport and Planning Parish Newsletter - 28 September 2026
(t) West Sussex County Council - Residents' eNewsletter - October 2026
(u) West Sussex County Council - Keeping Well for Winter 2026 - Newsletter
(v) West Sussex County Council - News Release - 24 September 2026, 1 October 2026, 5 October 2026 x2, 6 October 2026, 7 October 2026 x2, 8 October 2026, 12 October 2026 x2, 14 October 2026 x2, 19 October 2026 and 23 October 2026

There being no further business the Meeting concluded at 8.10 pm.

Chairman: ..... **Date:** .....

There were no questions received either preceding, or at, the Meeting for consideration during the Public Question Time, held prior to the commencement of the formal proceedings.

RUSTINGTON PARISH COUNCIL

APPROVED DIARY DATES 2027

Wednesday	6 January	Planning Committee
Wednesday	20 January	Finance and General Purposes Committee
Wednesday	20 January	COUNCIL
Wednesday	20 January	Planning Committee
Wednesday	17 February	Finance and General Purposes Committee
Wednesday	17 February	COUNCIL
Wednesday	17 February	Planning Committee
Wednesday	3 March	Allotments Committee
Wednesday	3 March	Leisure and Amenities Committee
Wednesday	17 March	Finance and General Purposes Committee
Wednesday	17 March	COUNCIL
Wednesday	17 March	Planning Committee
Thursday	8 April	**ANNUAL ASSEMBLY OF THE PARISH MEETING**
Wednesday	14 April	Planning Committee
Wednesday	21 April	Finance and General Purposes Committee
Wednesday	21 April	COUNCIL
Wednesday	21 April	Planning Committee
Thursday	6 May	**COUNCIL ELECTIONS**
Monday	24 May	Finance and General Purposes Committee
Monday	24 May	ANNUAL COUNCIL
Monday	24 May	Planning Committee
Monday	7 June	Allotments Committee
Monday	7 June	Planning Committee
Monday	7 June	Leisure and Amenities Committee
Monday	28 June	Finance and General Purposes Committee
Monday	28 June	COUNCIL
Monday	28 June	Planning Committee

26/10/2026

RUSTINGTON PARISH COUNCIL

APPROVED DIARY DATES 2027

Monday	26 July	Finance and General Purposes Committee
Monday	26 July	COUNCIL
Monday	26 July	Planning Committee
Monday	2 August	Leisure and Amenities Committee
Monday	16 August	Emergency Planning Committee
Monday	16 August	Finance and General Purposes Committee
Monday	16 August	Planning Committee
Monday	6 September	Planning Committee
Sunday	19 September	**CIVIC THANKSGIVING SERVICE & PRESENTATION RECEPTION**
Monday	27 September	Finance and General Purposes Committee
Monday	27 September	COUNCIL
Monday	27 September	Planning Committee
Monday	18 October	Allotments Committee
Monday	18 October	Leisure and Amenities Committee
Monday	25 October	Finance and General Purposes Committee
Monday	25 October	COUNCIL
Monday	25 October	Planning Committee
Monday	8 November	Planning Committee
Monday	22 November	Finance and General Purposes Committee
Monday	22 November	COUNCIL
Monday	29 November	Planning Committee
Saturday	11 December	**CAROL CONCERT**
Monday	13 December	Finance and General Purposes Committee
Monday	13 December	Planning Committee

26/10/2026

RUSTINGTON PARISH COUNCIL

LEISURE AND AMENITIES COMMITTEE

MINUTES: of the Meeting held on 16 November 2026

PRESENT: Councillors Mrs A Cooper (Chairman), A Cooper, J Ceiriog-Hughes, G Lee, D Rogers, Mrs C Stevens, J Street and Warren (Substitute Member)

In attendance: Ms R Costan (Deputy Clerk), Mrs C Ward (Clerk of the Council), Mr J Burch (Leisure and Amenities Officer) and Mrs C Harris (Finance Manager/RFO)

51/26 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Bennett (Work Commitment), Mrs Gregory (Indisposition) and Mrs Partridge (Personal). These apologies were accepted by the Committee.

52/26 DECLARATIONS OF INTEREST

There were no declarations of interest by Members.

53/26 MINUTES

The Minutes of the Meeting held on 3 August 2026 were signed by the Chairman as a correct record.

54/26 WOODLANDS RECREATION GROUND

(a) Rustington Cricket Club - Future Maintenance of the Cricket Square

The Deputy Clerk referred to Minute 18/24 and explained the three-year Funding Agreement, of £7,300.00 per annum, to cover the cost of all of the maintenance and preparations of the Cricket Square had expired as of the end of the 2026 Cricket Season.

She explained that she had been in communication with the Cricket Club regarding the continuation of the Agreement, subject to both parties being satisfied with the arrangements. She confirmed that the Cricket Club had stated their satisfaction with the current arrangements in relation to the Cricket Square and Wicket Preparation and that they had requested that the Council consider that the Funding Agreement be renewed for a further three years at the 2024-2026 annual financial contribution rate of £7,300.00.

She added that the 2026 season was an important and highly successful year for Rustington Cricket Club, with significant achievements across all three senior teams, as well as the continued development of the Colts section. She explained that the 1st XI had established themselves at the highest level in the Club's history, the 2nd XI had secured back-to-back promotions and that the continued development of young players through the 3rd XI and Colts section had provided a vital pathway from junior to senior cricket which would in turn ensure the Club's long-term development as well as an excellent foundation for future seasons.

Following a detailed discussion, the Committee RECOMMENDED that a new three-year Funding Agreement between Rustington Cricket Club and the Parish Council be entered into, with effect from November 2026, for an annual sum of £7,300.00 to cover the cost of the maintenance and preparation of the Cricket Square.

(b) Rustington Football Club

The Deputy Clerk explained that the following update had been received, regarding matters relating to the Club:-

"The First Team has enjoyed a strong start to the Season and currently sits second in the League. The players and management have welcomed the opportunity to be back playing at their home ground after spending a season away, and there is a renewed sense of positivity around the Club. The team has also made good progress in the County Cup and is looking forward to the challenges ahead.

The Reserve Team is competing in a new Division this season. Their League campaign started later than many others in terms of fixtures played, but they have made a solid start and are settling well into the new level of competition.

Across the youth section, our teams continue to perform well both on and off the pitch. Most importantly, players throughout the age groups are continuing to make excellent strides in their development. The club remains committed to providing a positive environment where young players can learn, improve and enjoy their football."

The Committee NOTED this information.

(c) Charges for Sports Facilities

Following detailed consideration of a Report from the Deputy Clerk, the Committee RECOMMENDED that the charges for the Sports Clubs using the Council's facilities for the year commencing 1 April 2027 be as follows:-

(i)	Cricket Clubs	-	£90.00 per game played
		-	£48.00 per game played (Colts)
		-	£48.00 per friendly game played
		-	£48.00 per game cancelled by Club
(ii)	Football Clubs	-	£61.00 per game played
		-	£35.70 per friendly game played
		-	£35.70 per game cancelled by Club
(iii)	Youth/Children's Football Clubs	-	£28.00 per game played at all sites
		-	£18.40 per week for the pitch to be 'marked-up' at Woodlands Recreation Ground when no adult game is scheduled

(d) Summer Active Play Sessions

The Deputy Clerk referred to the Report produced by the Active Communities Team and previously circulated to Members. She reminded Members that the Council had agreed to fund one session per week throughout the 2026 Summer School Holidays.

She added that the two-hour Sessions had been free-of-charge and encompassed sport, games, arts and crafts and a bouncy castle. She explained that the Sessions were aimed at children aged from 5-12 years and were designed to be inclusive to all, despite any socio-economic challenges that families may face because of the current cost of living crisis.

The Deputy Clerk then confirmed that all of the sessions had taken place despite the extreme heatwave conditions. She added that the six sessions had attracted 262 children in total and feedback from attendees had been very positive.

She explained that the Council had now been approached regarding booking for the 2027 Summer Holidays. She confirmed that each session would cost £215.00 and that the total cost for one session per week, for six weeks, would cost a total of £1,290.00.

Following a detailed discussion, the Committee RECOMMENDED that the Freedom Leisure Active Play Sessions be booked for Summer 2027 at a total cost of £1,290.00.

(e) South Coast Skate Club

The Deputy Clerk referred to Minute 20/26(d) and a Report previously circulated. She confirmed that the free weekly Summer Holiday skateboard sessions had proven extremely popular. She reminded Members that the sessions had been funded via a successful funding application to the Safer Arun Partnership and delivered by the South Coast Skate Club.

She confirmed that an additional two October Half-Term sessions, funded by the Parish Council, had unfortunately been cancelled due to the extreme wet weather.

She added that it was hoped that the skateboard sessions would return to the Woodlands Recreation Ground for Summer 2027.

The Committee was pleased to NOTE this information.

55/26 THE WOODLANDS CENTRE

(a) Current Lettings

The Deputy Clerk gave a progress report on the Lettings against Budget and said that the income for the period from 1 April 2026 to 31 October 2026 was currently below the 2026/2027 Estimate of £60,000.00 by 1.16%.

She said that the total income to the aforementioned date was £34,597.14 which represented 57.66% of the Budget.

The Committee NOTED this information.

(b) Review of Rents

Following detailed consideration of a Report from the Finance Manager/RFO and Clerk of the Council, the Committee RECOMMENDED that the proposed Structured Charging System in respect of hirings for The Woodlands Centre and all associated equipment, with effect from 1 April 2027, should be as shown in the attached Schedules.

56/26 SAMUEL WICKENS CENTRE

(a) Current Lettings

The Deputy Clerk gave a progress report on the Lettings against Budget and said that the income for the period from 1 April 2026 to 31 October 2026 was currently above the 2026/27 Estimate of £15,500.00 by 17.41%.

She said that the total income to the aforementioned date was £10,594.13 which represented 68.35% of the Budget.

The Committee was pleased to NOTE this information.

(b) Review of Rents

The Finance Manager/RFO said that she had previously circulated Schedules of the proposed hiring charges with effect from 1 April 2027. She reminded the Committee that these charges had been set to correspond with those for similar facilities at The Woodlands Centre.

Following a brief discussion, the Committee RECOMMENDED that the Hiring Charges for the Samuel Wickens Centre and all associated equipment, with effect from 1 April 2027, be as shown in the attached Schedules.

57/26 RUSTINGTON YOUTH CENTRE

(a) Current Lettings

The Deputy Clerk gave a progress report on the Lettings against Budget and said that the income for the period from 1 April 2026 to 31 October 2026 was currently above the 2026/2027 Estimate of £35,000.00 by 5.81%.

She said that the total income to the aforementioned date was £21,602.50 which represented 61.72% of the Budget.

The Committee NOTED this information.

(b) Review of Rents

The Deputy Clerk said that she had previously circulated Schedules of the proposed hiring charges with effect from 1 April 2027. She reminded the Committee that these charges had been set to correspond with those for similar facilities at The Woodlands Centre.

Following a brief discussion, the Committee RECOMMENDED that the Hiring Charges for the Youth Centre and all associated equipment, with effect from 1 April 2027, be as shown in the attached Schedules.

(c) Table Tennis Sessions

The Deputy Clerk referred to Minute 44/26(b) and confirmed that the Senior Youth Table Tennis Club had begun at the beginning of the Autumn School Term. She reported that numbers for the Junior Sessions remained positive but that the Senior Sessions had yet to gain momentum. She explained that the Table Tennis Club hoped to run another Open Day in the near future to encourage additional participation at the Sessions.

The Committee NOTED this information.

(d) "What's On BN16" Information Project for Children and Young People

The Deputy Clerk referred to Minute 29/26(c) and confirmed that thanks to Councillor Mrs Stevens and the wider Project Team the website will be launched during the week beginning 16 November 2026. She confirmed that 60 Groups and Organisations had registered to date.

She explained that Nicola Cook had been fundamental in ensuring that the Rustington submissions had been correctly uploaded and that Mrs Cook had also provided administrative support in respect of East Preston's submissions.

She confirmed that large publicity banners had now been purchased and would be placed in situ at various locations, including Schools, within the three participating Parishes. She added that a "Name the Capybara" Competition would be launched shortly as an additional promotional campaign.

Councillor Mrs Stevens confirmed that approximately £950.00 from the combined Parishes budget of £1,500.00 had been spent to date.

The Committee thanked Councillor Mrs Stevens, and the wider Project Team representing the three Parishes, for their hard work and commitment in bringing this Project, which had been identified as a need by children and young people in the BN16 area, to fruition.

The Committee was pleased to NOTE this information.

(e) Youth Provision

The Deputy Clerk referred to recent correspondence from Mr Mikey Vickery-Brown, Head of Youth and Kids at Arun Church. She explained that Mr Vickery-Brown had contacted the Parish Council to explain that there had been a change of Personnel within Arun Youth Projects (AYP) and also to enquire as to whether the Parish Council would be interested in exploring the possibility of re-establishing a Partnership arrangement in the future. She added that AYP were particularly interested to explore options for the delivery of detached youth work.

Following a detailed discussion, it was RECOMMENDED that no further action be taken at this time.

58/26 RUSTINGTON MUSEUM

The Deputy Clerk referred to a Report, previously circulated, from the Museum Manager. She explained that the task of moving the Collection from the Woodlands Centre to external storage facilities was complete. She added that the packing and preparation for the move had taken a considerable amount of time but that it had provided an excellent opportunity for both Museum Team to familiarise themselves with the entire Collection. She explained that the Team would be visiting the external store on a monthly basis in order to continue the rationalisation of the Collection for the purposes of the continuation of updating Modes.

The Committee NOTED the Report.

A copy of the Report is attached and forms a part of these Minutes.

59/26 WOODLAND PARK SPORTSFIELD

(a) Rustington Otters Youth Football Club

The Deputy Clerk explained that the following update, had been received, regarding matters relating to the Club:-

- *Up to 19 playing squads with 3* training only teams. Includes 2 girls' squads and girls training*
- *100ft of netting has been reinstalled along the A259*
- *Recommencement of 11v11*
- *Very successful fund-raising event Colour Run and "Club Dribble". Funds going towards rollout goals and 2nd building/decking and other club-based costs*
- *Christmas party event to be held offsite in November.*

The Committee NOTED this information.

(b) Extension of Lease

The Clerk referred to Minute 46/26 and reported that the new Lease and Underlease had still not been completed. She said that a recently appointed Officer from the County Council's Valuation and Estates Team was now dealing with all matters relating to the Sportsfield, including the issue of the new Lease with a Sub-Lease to be granted to the Football Club.

She said that the Officer had proposed that a slightly new approach be adopted for the Parish Council to surrender its current Lease and for it and the Rustington Otters Youth Football Club to collectively become the Tenant under a new 20-year Lease.

The Clerk said that the Council's Solicitors had responded to the above suggestion on 14 September 2026, advising that the Parish Council did not want to become joint tenants with the Rustington Otters Youth Football Club under a new Lease and wished, instead, to proceed on the basis that it remained the sole tenant for a number of reasons, including the following:-

- *Whilst the proposal was described as a means of simplifying matters and assisting the Football Club's funding arrangements, it would fundamentally alter the existing structure and increase the Parish Council's liability and risk exposure*

- *In particular, the Council would become jointly and severally liable for all tenant covenants under a 20-year full repairing and insuring lease, including liabilities arising from any default by the Football Club. The Council did not consider it appropriate to expose public funds to liabilities arising from the acts, omissions or financial position of a separate organisation*

- *The Council was also concerned that the proposal would remove its present ability to regulate and manage the Football Club's occupation through its existing arrangements and would significantly reduce its flexibility in managing the site in the future*

- *The suggestion that separate schedules could be included to allocate responsibilities between the Parish Council and the Football Club was noted. However, that did not address the principal concern, namely the Council's continuing exposure as a joint tenant under the Lease*

- *The terms of the proposed Lease had already been extensively negotiated and substantially agreed. Introducing a new tenancy structure at this stage would require the transaction to be revisited in a number of important respects, resulting in additional delay and unnecessary professional costs.*

The Clerk reported that the Council's Solicitors had not yet received a response from the County Council and there was, therefore, nothing further to report in this regard at the present time.

The Committee was concerned to NOTE this information.

60/26 PUBLIC CONVENIENCES - LOO OF THE YEAR AWARDS

The Deputy Clerk reported that Platinum Plus Awards had most pleasingly been achieved for the Toilets in Broadmark Lane and for the Changing Places Toilet Unit in The Street. The toilets in Churchill Carpark and Woodlands Recreation Ground both received a Platinum Award.

She said that an article would appear in the next issue of the Quarterly Newsletter, and a Press Release would be issued in the near future for advertisement in the local Press, as well as on social media and the Council's Website, acknowledging these achievements.

The Committee was pleased to NOTE this information.

61/26 PUBLIC SEATS - PROGRESS REPORT

The Deputy Clerk reported on the current situation in respect of new and replacement seats as follows:-

- 6x Seats - Greensward - Donor requests currently on hold
- 1x Seat - Greensward or Broadmark Lane - Donor request currently on hold
- 1x Seat - North side of Merton Avenue/Junction with Amberley Road - Replacement Donated Seat - Installed 28 October 2026

The Deputy Clerk said that the general maintenance, including repairs and repainting, of the Council' s seat stock had taken place over the Summer months.

The Committee NOTED this information.

62/26 MAINTENANCE OF BEACH SHELTER AND BUS SHELTERS

The Clerk referred to Minute 12/26 and said that she had nothing further to report in respect of any grant funding towards a new Bus Shelter in Sea Road, opposite its junction with Harsfold Road, at the present time, but she was continuing to pursue this with the West Sussex County Council.

She said that taking account of the severe financial constraints being faced by the Council, she had not made any provision for the purchase and installation of a new Shelter at the above location in the Committee's 2027/2028 Budget Estimates and suggested that the Committee should consider making such provision in its 2028/2029 Budget.

The Clerk then reported that a small number of Bus Shelters that had fallen victim to a spate of graffiti had been repainted, with two others being repaired as necessary. She advised the Committee that the Council continued to employ a contractor to deep clean the Beach Shelter on a monthly basis, and Biffa continued to clear debris etc., from the Bus Shelters when requested.

She concluded by saying that it was anticipated that there would only be minor repairs and maintenance required during the current financial year.

The Committee NOTED this information.

63/26 REMEMBRANCE SUNDAY PARADE AND SERVICE

The Deputy Clerk reported that the Parade and Service had, once again, been an outstanding success, with the attendance exceeding that of previous years. She said that the Remembrance Sunday Stakeholder Group would meet on Tuesday 1 December to review and propose any amendments to the arrangements for the 2027 Parade and Service.

The Committee was pleased to NOTE this information and conveyed its thanks and appreciation to the Clerk, Administrative Officer, Deputy Clerk and Leisure and Amenities Officer, for their hard work and efforts in respect of the Event overall, and in particular the Event Management Plan, administration of the road closures, and the health and safety of the public in attendance.

64/26 CONTINUED MAINTENANCE OF THE WAR MEMORIAL

The Deputy Clerk explained that she had been in communication with the War Memorial Conservation Company, following the installation of the replacement War Memorial in early September, regarding its future maintenance.

She confirmed that as the replacement was an exact replica, and located in the same position as its predecessor, it would in time be subject to a combination of salt air, traffic grime and biological growth. She explained that the War Memorial Conservation Company suggest that a regular gentle maintenance programme would mitigate any build-up before it could take hold. She added that Portland Stone cleans easily when maintained regularly.

She outlined that the Maintenance Agreement would allow for two visits per year and would include washing the Plinth and Memorial by hand, the clearing of any weed growth or soiling from the surrounding paving, the checking of every joint and repointing as necessary. She confirmed that following each visit a detailed Condition Report will be provided to the Parish Council.

Following a detailed discussion the Committee RECOMMENDED that a three-year Agreement be entered into with the War Memorial Conservation Company at a total cost of £3,000.00 including VAT.

65/26 **GARDENS COMPETITION**

The Clerk referred to Minute 49/26 and a Report, previously circulated, from the Gardens Competition Working Party as follows:-

1. *In accordance with the decision made at the Meeting of the Committee held on 3 August 2026 (Minute 49/26 refers), the appointed Working Party met on 26 October 2026 to review the established format of the Gardens Competition in advance of the 2027 Competition.*

2. *The Working Party considered detailed information on the current administrative process from start to finish, produced by Mrs Lamb, who was responsible for all matters associated with the Gardens Competition.*

3. *Following a detailed discussion, the Working Party is making the following Recommendations in respect of a revised format for the 2027 Gardens Competition:-*

   (i) The Competition should consist of three categories only:-

   *Category 1 - Window boxes, balconies, patio tubs etc. (residential)**
   *Category 2 - Front Gardens of any size (incl. paved Gardens with Patio Tubs (residential)**
   Category 3 - Community Gardens and Features

   *(*All entries to be clearly visible from the road)*

   (ii) Entries should be invited from members of the public, with nomination forms being available from local shops, the Parish Council Offices, the Samuel Wickens Centre and the Council's Website

   (iii) The Judging Panel to comprise of three individuals namely the Chairman and Vice-Chairman of the Parish Council and a representative from Ferring Nurseries

   (iv) The prizes should be:-

Category 1 Winner	*£100.00 plus The Brand Trophy*
Category 1 Runner Up	*£ 50.00*
Category 2 Winner	*£100.00 plus The Championship Cup*
Category 2 Runner Up	*£ 50.00*
Category 3 Winner	*£100.00 plus The Rustington Resident's Association Trophy*
Category 3 Runner Up	*£ 50.00*

   In addition, each prize winner to receive a small memento for retention

   (v) All Nominators to be entered into a Prize Draw for a £50.00 Gift Voucher

   (vi) The closing date for nominations to be set as 25 June 2027, with the judging taking place during week commencing 5 July 2027 (subject to the availability of judges)

   (vii) Trophies to be awarded on an annual basis and returned each year to the Council for the next Competition. The Presentations of all of the Awards to be made at the Reception following the Annual Civic Thanksgiving Service

   (viii) Each Member of the Council to nominate an entry for the Competition, to ensure a good response in respect of nominations received

   (ix) All nominated entries received to be notified that their gardens have been entered into the Competition, together with details of the Judging Date.

Following a brief discussion regarding the importance of encouraging entrants to incorporate environmental initiatives wherever possible, the Committee RESOLVED to APPROVE all of the Recommendations from the Working Party as contained in the above Report.

66/26 FESTIVE LIGHTING

The Deputy Clerk confirmed that the Festive Lighting was scheduled to be switched on from Friday 20 November 2026 through to 4 January 2027, from 6.00am until 9.00am and Noon until 11.30pm each day. She explained that a large proportion of the scheme had already been installed.

The Committee NOTED this information.

67/26 CIL FUNDING APPLICATION FOR REPLACEMENT PLAY AREA EQUIPMENT

The Deputy Clerk confirmed that confirmation had been received from Arun District Council that the Parish Council's Application for £35,000 had been approved and that the refurbishment of the Play Area would now be included within the District Council's Infrastructure Investment Plan 2026-2029.

The Committee were pleased to NOTE this information.

68/26 INCOME AND EXPENDITURE FOR 2025/26, 2026/27 and 2027/28

The Committee considered a Report previously circulated by the Clerk of the Council.

The Committee RECOMMENDED that the Income and Expenditure requirements for the Leisure and Amenities Committee be as shown in the attached Schedules.

69/26 EXCLUSION OF THE PUBLIC AND PRESS

The Council, pursuant to Section 100 of the Local Government Act 1972, RESOLVED that Members of the Public, and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next items of business to be transacted.

70/26 GROUNDS MAINTENANCE CONTRACT

The Committee considered a Report from the Deputy Clerk, together with a Quotation received from Barcombe Landscapes Limited for a three-year Contract with effect from 1 March 2027 for Grounds Maintenance work as per the Specification previously circulated to Members.

The Deputy Clerk stated that the quoted price of £13,550.90 plus VAT with 5% added to the total, per annum, for the subsequent two years, for all works represented a reduction in the Contract price. She explained that this was due to the fact that several tasks had now been assumed by the Leisure and Amenities Officer, the Otters Football Club and that the maintenance of the Cricket Square being overseen by Contractors appointed directly by the Cricket Club. She said that the work provided throughout the current Contract had been of an excellent standard.

Following a brief discussion, the Committee RECOMMENDED that in accordance with Financial Regulation 5.11 iii:-

5.11 The requirement to obtain competitive prices in these regulations need not apply to contracts that relate to items (i) to (iv) below

i. Specialist services, such as legal professionals acting in disputes;
ii. Repairs to or parts for, existing machinery or equipment
iii. Works, goods or services that constitute an extension of an existing contract
iv. Goods or services that are only available from one supplier or are sold at a fixed price

and, in view of the proven and continuing success of the current Contract; best value; the excellent standard of service received, the Quotation to extend the existing Contract, in the sum of £13,715.90 plus VAT with 5% added to the total, per annum, for the subsequent two years be ACCEPTED.

71/26 THE WOODLANDS CENTRE - SUPPLY OF NEW CHAIRS

The Finance Manager/RFO referred to a Quotation, previously circulated, for the supply of 349 replacement chairs for the Woodlands Centre. She confirmed that additional pricing comparisons had been sought and that the Quotation included within the Agenda had provided the best value. She added that the number and style of the proposed chairs would be easily accommodated within the newly constructed Stores.

Following a detailed discussion, the Committee RECOMMENDED that the Quotation of £16,705.35 plus VAT be accepted.

72/26 DATES OF FUTURE MEETINGS

The Deputy Clerk advised the Committee that the dates for the suggested 2027 Meetings had been approved by the Council at its Meeting on 26 October 2026 as follows:-

3 March 2027 (Wednesday)
7 June 2027
2 August 2027
18 October 2027

The Committee NOTE this information.

There being no further business the Meeting concluded at 7.30 pm.

Chairman: ..... Date: .....

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Schedule A

THE WOODLANDS CENTRE

Voluntary, Local Groups, Local Charities, Non Commercial Charges with effect from 1 April 2027

	Morning 9.30-12.30		Afternoon 2.00-5.00		Evening 5.30-11.00*	
	Sun-Fri	Sat	Sun-Fri	Sat	Sun-Fri	Sat
Village Memorial Hall (including Kitchen)	**£ 55**	**£ 64**	**£ 61**	**£ 76**	**£ 87**	**£ 148**
Bar (Including Glasses)	£ 21	£ 21	£ 21	£ 21	£ 21	£ 21
John de Bohun Room (including Kitchen)	**£ 41**	**£ 58**	**£ 44**	**£ 66**	**£ 66**	**£ 100**
Roger Montgomeri Room	**£ 35**	**£ 35**	**£ 37**	**£ 37**	**£ 42**	**£ 42**
Roger Barwick Room	**£ 32**	**£ 32**	**£ 33**	**£ 33**	**£ 38**	**£ 38**

All prices are inclusive of VAT

*** PREMISES TO BE VACATED BY 11.30 PM**

Stage Lights - 6 preset colour schemes (VMH)	£ 23	per booking
Mobile Staging (for Fashion Shows etc)	£ 58	per booking

A returnable deposit is payable when booking is made:-

£	50	General bookings
£	100	Teenage/Young Adult Functions
£	200	Special/Celebratory Events
£	300	Rock/Pop Type Concerts

Full payment must be made not later than 21 days prior to the hiring date/s.

Nov-26

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For the Purposes of the Data Protection Act Rustington Parish Council is the Data Controller.
VAT Registered: 946 2052 29

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Schedule B

THE WOODLANDS CENTRE

Public Sector, Local Commercial Arts, Sports Groups Charges and Children's Parties (Under 13s) with effect from 1 April 2027

	Morning 9.30-12.30		Afternoon 2.00-5.00		Evening 5.30-11.00*	
	Sun-Fri	Sat	Sun-Fri	Sat	Sun-Fri	Sat
Village Memorial Hall (including Kitchen)	**£ 66**	**£ 76**	**£ 73**	**£ 91**	**£ 104**	**£ 178**
Bar (Including Glasses)	£ 21	£ 21	£ 21	£ 21	£ 21	£ 21
John de Bohun Room (including Kitchen)	**£ 49**	**£ 69**	**£ 52**	**£ 79**	**£ 79**	**£ 119**
Roger Montgomeri Room	**£ 41**	**£ 41**	**£ 44**	**£ 44**	**£ 50**	**£ 50**
Roger Barwick Room	**£ 38**	**£ 38**	**£ 40**	**£ 40**	**£ 45**	**£ 45**

All prices are inclusive of VAT

*** PREMISES TO BE VACATED BY 11.30 PM**

Stage Lights - 6 preset colour schemes (VMH)	£	23	per booking
Mobile Staging (for Fashion Shows etc)	£	58	per booking

A returnable deposit is payable when booking is made:-

£	50	General bookings
£	100	Teenage/Young Adult Functions
£	200	Special/Celebratory Events
£	300	Rock/Pop Type Concerts

Full payment must be made not later than 21 days prior to the hiring date/s.

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Schedule C

THE WOODLANDS CENTRE

Commercial, All Parties and Celebratory Events (Over 12's) Charges with effect from 1 April 2027

	Morning 9.30-12.30		Afternoon 2.00-5.00		Evening 5.30-11.00*	
	Sun-Fri	Sat	Sun-Fri	Sat	Sun-Fri	Sat
Village Memorial Hall (including Kitchen)	**£ 79**	**£ 91**	**£ 88**	**£ 109**	**£ 125**	**£ 213**
Bar (Including Glasses)	£ 21	£ 21	£ 21	£ 21	£ 21	£ 21
John de Bohun Room (including Kitchen)	**£ 59**	**£ 83**	**£ 63**	**£ 94**	**£ 94**	**£ 143**
Roger Montgomeri Room	**£ 50**	**£ 50**	**£ 53**	**£ 53**	**£ 60**	**£ 60**
Roger Barwick Room	**£ 45**	**£ 45**	**£ 48**	**£ 48**	**£ 54**	**£ 54**

All prices are inclusive of VAT

*** PREMISES TO BE VACATED BY 11.30 PM**

Stage Lights - 6 preset colour schemes (VMH)	£	23	per booking
Mobile Staging (for Fashion Shows etc)	£	58	per booking

WEDDINGS AND SIMILAR BOOKINGS ON SATURDAYS - SPECIAL ALL DAY RATES

Village Memorial Hall	£	409	all inclusive (Kitchen, Bar, Crockery, Cutlery, Glasses)
John de Bohun Room	£	256	all inclusive (Kitchen, Crockery, Cutlery, Glasses)

CHRISTMAS DAY AND NEW YEAR'S DAY - ALL DAY RATES

Village Memorial Hall	£	818	all inclusive (Kitchen, Bar, Crockery, Cutlery, Glasses)
John de Bohun Room	£	769	all inclusive (Kitchen, Crockery, Cutlery, Glasses)

NEW YEAR'S EVE (EVENING SESSION ONLY)

Village Memorial Hall	£	427
John de Bohun Room	£	287

QUALITY PARISH COUNCIL

Working for the local Community

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VAT Registered: 946 2052 29

A returnable deposit is payable when booking is made:-

£	50	General bookings
£	100	Teenage/Young Adult Functions
£	200	Special/Celebratory Events
£	300	Rock/Pop Type Concerts

Full payment must be made not later than 21 days prior to the hiring date/s.

Nov-26

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Schedule A

SAMUEL WICKENS CENTRE

Voluntary, Local Groups, Local Charities, Non Commercial Charges with effect from 1 April 2027

	Morning 9.30-12.30		Afternoon 2.00-5.00		Evening 5.30-11.00*	
	Sun-Fri	Sat	Sun-Fri	Sat	Sun-Fri	Sat
Community Hall (including Kitchen)	**£ 48**	**£ 65**	**£ 51**	**£ 72**	**£ 72**	**£ 106**

*** PREMISES TO BE VACATED BY 11.30 PM**

This Facility also offers the use of the garden area

A returnable deposit is payable when booking is made:-

£	50	General bookings
£	100	Teenage/Young Adult Functions
£	200	Special/Celebratory Events
£	300	Rock/Pop Type Concerts

Full payment must be made not later than 21 days prior to the hiring date/s.

Nov-26

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Schedule B

SAMUEL WICKENS CENTRE

Public Sector, Local Commercial Arts, Sports Groups Charges and Children's Parties (Under 13s) with effect from 1 April 2027

	Morning 9.30-12.30		Afternoon 2.00-5.00		Evening 5.30-11.00*	
	Sun-Fri	Sat	Sun-Fri	Sat	Sun-Fri	Sat
Community Hall (including Kitchen)	**£ 57**	**£ 77**	**£ 61**	**£ 86**	**£ 86**	**£ 127**

*** PREMISES TO BE VACATED BY 11.30 PM**

This Facility also offers the use of the garden area

A returnable deposit is payable when booking is made:-

£	50	General bookings
£	100	Teenage/Young Adult Functions
£	200	Special/Celebratory Events
£	300	Rock/Pop Type Concerts

Full payment must be made not later than 21 days prior to the hiring date/s.

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Schedule C

SAMUEL WICKENS CENTRE

Commercial, All Parties and Celebratory Events (Over 12's) Charges with effect from 1 April 2027

	Morning 9.30-12.30		Afternoon 2.00-5.00		Evening 5.30-11.00*	
	Sun-Fri	Sat	Sun-Fri	Sat	Sun-Fri	Sat
Community Hall (including Kitchen)	**£ 68**	**£ 93**	**£ 73**	**£ 103**	**£ 103**	**£ 153**

*** PREMISES TO BE VACATED BY 11.30 PM**

This Facility also offers the use of the garden area

SPECIAL ALL DAY RATE (SUNDAY TO FRIDAY)

Community Hall (including Kitchen) £ 195 all inclusive

SPECIAL ALL DAY RATE (SATURDAY)

Community Hall (including Kitchen) £ 279 all inclusive

A returnable deposit is payable when booking is made:-

£	50	General bookings
£	100	Teenage/Young Adult Functions
£	200	Special/Celebratory Events
£	300	Rock/Pop Type Concerts

Full payment must be made not later than 21 days prior to the hiring date/s.

Nov-26

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

Rustington Parish Council
Council Offices, 34 Woodlands Avenue, Rustington, West Sussex BN16 3HB
Tel: 01903 786420 Fax: 01903 788736
E-mail: enquiry@rustingtonpc.org Website: www.rustingtonpc.org

Schedule A

RUSTINGTON YOUTH CENTRE

Voluntary, Local Groups, Local Charities, Non Commercial Charges with effect from 1 April 2027

	Morning 9.30-12.30		Afternoon 2.00-5.00		Evening 5.30-11.00*	
	Sun-Fri	Sat	Sun-Fri	Sat	Sun-Fri	Sat
Kilhams Hall (Including Kitchen)	**£ 41**	**£ 58**	**£ 44**	**£ 66**	**£ 66**	**£ 100**
Norfolk Lounge	**£ 35**	**£ 35**	**£ 37**	**£ 37**	**£ 42**	**£ 42**

*** PREMISES TO BE VACATED BY 11.30 PM**

A returnable deposit is payable when booking is made:-

£	50	General bookings
£	100	Teenage/Young Adult Functions
£	200	Special/Celebratory Events
£	300	Rock/Pop Type Concerts

Full payment must be made not later than 21 days prior to the hiring date/s.

Nov-26

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Schedule B

RUSTINGTON YOUTH CENTRE

Public Sector, Local Commercial Arts, Sports Groups Charges and Children's Parties (Under 13s) with effect from 1 April 2027

	Morning 9.30-12.30		Afternoon 2.00-5.00		Evening 5.30-11.00*	
	Sun-Fri	Sat	Sun-Fri	Sat	Sun-Fri	Sat
Kilhams Hall (Including Kitchen)	**£ 49**	**£ 69**	**£ 53**	**£ 79**	**£ 79**	**£ 119**
Norfolk Lounge	**£ 41**	**£ 41**	**£ 44**	**£ 44**	**£ 50**	**£ 50**

*** PREMISES TO BE VACATED BY 11.30 PM**

A returnable deposit is payable when booking is made:-

£	50	General bookings
£	100	Teenage/Young Adult Functions
£	200	Special/Celebratory Events
£	300	Rock/Pop Type Concerts

Full payment must be made not later than 21 days prior to the hiring date/s.

Nov-26

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Schedule C

RUSTINGTON YOUTH CENTRE

Commercial, All Parties and Celebratory Events (Over 12's) Charges with effect from 1 April 2027

	Morning 9.30-12.30		Afternoon 2.00-5.00		Evening 5.30-11.00*	
	Sun-Fri	Sat	Sun-Fri	Sat	Sun-Fri	Sat
Kilhams Hall (Including Kitchen)	£ 59	£ 83	£ 63	£ 94	£ 94	£ 143
Norfolk Lounge	£ 50	£ 50	£ 53	£ 53	£ 60	£ 60

*** PREMISES TO BE VACATED BY 11.30 PM**

WEDDINGS AND SIMILAR BOOKINGS ON SATURDAYS - SPECIAL ALL DAY RATE

Kilhams Hall (including Kitchen) £ 256

CHRISTMAS DAY AND NEW YEAR'S DAY - ALL DAY RATES

Kilhams Hall (including Kitchen) £ 769

NEW YEAR'S EVE (EVENING SESSION ONLY)

Kilhams Hall £ 287

A returnable deposit is payable when booking is made:-

£	50	General bookings
£	100	Teenage/Young Adult Functions
£	200	Special/Celebratory Events
£	300	Rock/Pop Type Concerts

Full payment must be made not later than 21 days prior to the hiring date/s.

Nov-26

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Museum Report – Leisure & Amenities Committee – October 2026

Documentation

I have continued to work on Modes records, tiding errors and adding photographs of the objects to the records as this helps with identification when looking for the items and considering them for display. Recently this has been largely items from the filing cabinet which was in the Woodlands Museum Store which is not being kept as part of the store move. This filing cabinet has been emptied, the accessioned items gone through, scanned, records tidied and items stored appropriately.

The number of records stands at 4,884. This has increased by about 100 from the last report as some records had multiple items included, these items have now been individually recorded.

Collection Care and Storage

We have completed the main Collection move from the Woodlands Centre.

The Collection will temporarily be housed at an external local storage facility for the duration of the Woodlands Centre refurbishment.

With the help of Rosie and Jim, we were able to complete the actual physical move in two days.

Acquisitions

No new items have been received since the last report.

Social Media

The website and social media continue to be reviewed. We have explored doing some short clips of the family crafts to prompt the events and this has been received well.

The Museum Facebook page continues to grow, from 848 (last Report) to 864 followers.

Events

Talks have been going well.

Date	No of attendees	Talk Title
21st January	10	Duncan Jay- The Musings of a Misunderstood Man
25th February	37	Dr Janet Pennington- English Inn Signs
18th March	31	Holly Parsons- Suffrage in Surrey and beyond
15th April	24	David Slade- The Raid on Zeebrugge, St George's Day 1918
20th May	60	Dominic Grier and Richard Amey- Rustington's Sir Hubert Parry - His Music, Life and Times
17th June	24	Sussex Wildlife Trust- This year's photograph competition
15th July	17	Lisa Frank- St Swithin's Day (Folklore)

19th August	25	Beth Gisbey- Seaside tourism in the Victorian and Edwardian period
16th September	40	Guy Blythman- Sussex Windmills
21st October	26	Commonwealth War Graves Commission- An Introduction to the History & Work of the Commonwealth War Graves Commission
17th November		Gary Baines- Shoreham Fort
2nd December		The Magic of Pantomime

Managers Update

It has been a busy time.

Beth and I have visited Shoreham Fort in advance of the forthcoming exhibition, and I attended the Sussex Museums Group meeting, at Amberley Museum, with the session being focused on volunteer engagement.

Beth arranged a visit from Terry Summers, who last year further donated a large collection of Old Cottage Dolls and co-authored the book "A Collector's Guide to Old Cottage Toys the dolls of Margaret & Susi Fleischmann". Beth conducted an oral history interview with Mr Summers regarding his collection and interest in the Rustington based firm "Old Cottage Toys". It is intended that this interview will be incorporated within the Old Cottage Doll Exhibition which is planned for February next year.

The relocation of items from the current Museum Store into temporary storage has been very time consuming but also a great opportunity for the team to familiarise themselves with the wider Collection.

Visitor figures

January 2026	124	January 2025	93
February 2026	246	February 2025	177
March 2026	93	March 2025	77
April 2026	202	April 2025	172
May 2026	194	May 2025	220
June 2026	100	June 2025	152
July 2026	103	July 2025	284
August 2026	287	August 2025	215
September 2026	154	September 2025	129
October 2026	183	October 2025	145
November 2026		November 2025	137
December 2026		December 2025	116

Families

Summer crafts went well, we ran a session each Wednesday with a variety of three activities, including making windmills, drawing self-portraits and creating pool scenes.

All these were designed to reflect our temporary exhibitions or the time of year. Numbers were consistent with about 10 children coming each week. This was a nice number and enabled us to engage more proactively with the visitors. We recognised several participants who have come to previous family events but also had some new faces, including one mother and two children who had come from Shoreham, so it feels like we are starting to attract families from further afield. The sessions were jointly marketed alongside holiday activities taking place at the Woodlands Recreation Ground which helped to increase reach.

October Half Term Crafts went well, we had 26 children come and visit who did a mixture of Halloween crafts making spooky houses, monsters and wooden decorations. Feedback from parents was positive.

We have also planned a Christmas event for Saturday 12 December to coincide with the Littlehampton Lions grotto in the Samuel Wickens community hall. The theme of the event will be nutcrackers and children will have the opportunity to make themed decorations.

Children's resources in the gallery have been coming along nicely. We have added to the dressing up with a Henry VIII costume, previously seen adorning the Council's scarecrow entry! I have put some of the Peter Pan toys, that were utilised for the exhibition, in the final play basket so they are all full now and there is quite a variety of easily accessed resources for younger children to engage with when visiting the Museum.

I attended a webinar on Neurodivergence in Museums and as a result purchased some kids ear defenders, magnifying glasses and visual overlays. These were recommended as things that can increase engagement for children, and they are located within the gallery for visitors to use.

The session also spoke about the importance of having a pre-visit guide to the museum and a sensory map, so people know what to expect. I intend to start drafting these over the coming weeks.

Exhibitions

The Northbrook College exhibition received a good response from those visitors who saw it, but visitor figures were unfortunately low. The Museum has accommodated Northbrook College for the past two summers and therefore we have decided to rest its inclusion in the Exhibition Programme for at least one year.

As an alternative we are planning to hire in an exhibition from the same company that supplied the "Chocolate Exhibition in 2025. It is hoped that a more family orientated theme e.g. dinosaurs, will attract a wider audience over the school holidays. The inclusion of a "ready to go" exhibition will also enable the team to focus on and allocate

the required time to the anticipated return of the Collection from external storage facility to the new store at the Woodlands Centre in late Spring.

Richard Marshall, a local artist, held a month-long exhibition in October. This exhibition required input from Beth and I in terms of the physical hanging of the paintings.

Shoreham Fort came and installed their exhibition. They are experienced in exhibition set up and their experience was most welcome; they were mindful of exhibition gallery limits and got on with installing with limited input and support from us.

Exhibition Programme

Monday 25th January – End of April	From Rustington to Neverland. Curated by Museum.
May – June	Sussex Wildlife Trust - Underwater Photography Competition
July – September	Northbrook College
October	Richard Marshall, (local artist)
November- January 2027	Shoreham Fort

Shop

Following approval by the Leisure and Amenities Committee in August, I have let Chris Hare know that we will take his book, "Sussex History" for the museum shop but have since had no response. Beth has taken the copy he left with us to read so when it is available she can write a book review for the website and social media as a way of prompting sales.

We have taken copies of both Shoreham Fort and Littlehampton Fort books on sale or return, for the duration of the Shoreham Fort exhibition.

Work by Volunteers

Janet has continued to work on photographing the Collection so we can get more images on Modes which helps with object identification and planning.

Ella has been a great addition to the museum volunteer team, accessioning objects on to a spreadsheet to get put into Modes and has also assisted in wrapping paintings for storage.

Holly Parsons
Museum Manager
5th November 2026

LEISURE AND AMENITIES COMMITTEE

EXTERNAL SPORTS AND LEISURE FACILITIES AND YOUTH CENTRE

EXPENDITURE	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Salaries, Employer's NI and Pension	26,500.00	25,915.11	28,200.00	29,500.00	31,300.00
Personnel Training/Mileage Claims	50.00	-	200.00	-	-
Maintenance/Improvements/External Contractors - Woodlands Recreation Ground & Car Park	23,000.00	16,826.16	25,000.00	22,000.00	25,000.00
Provision and Repair of Plant	500.00	318.37	1,000.00	1,000.00	1,000.00
Signs	500.00	-	500.00	500.00	500.00
Play Area	1,000.00	809.77	2,000.00	1,500.00	2,000.00
Play Area Improvement Fund	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
Fencing	4,500.00	3,000.00	500.00	2,500.00	2,000.00
Tree Works	3,000.00	702.53	2,000.00	1,000.00	3,000.00
Rent - Woodland Park Sportsfield	2,875.00	1,250.00	4,500.00	1,250.00	4,500.00
Maintenance/External Contractors - Woodland Park Sportsfield	10,000.00	6,414.73	10,000.00	8,000.00	7,000.00
Horticultural Supplies	500.00	945.92	1,000.00	600.00	1,000.00
Miscellaneous/Contingencies	6,500.00	6,654.56	6,000.00	3,000.00	5,000.00
Equipment Renewal Fund	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Outdoor Fitness Equipment /MUGA	-	(1,015.00)	-	-	-
Maintenance of Cricket Square	7,300.00	7,300.00	7,300.00	7,300.00	7,300.00
Youth Centre/Youth Activities	37,265.50	38,435.37	25,350.00	25,740.00	34,597.00
TOTAL EXPENDITURE	**144,490.50**	**128,557.52**	**134,550.00**	**124,890.00**	**145,197.00**

INCOME	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Rent - Football Clubs	3,000.00	3,037.10	3,100.00	2,000.00	2,200.00
Rent - Cricket Club	2,252.20	2,252.20	2,350.00	2,015.00	2,100.00
Rent - Sports and Social Club	16,500.00	16,500.00	16,500.00	16,500.00	16,500.00
Miscellaneous	3,300.00	3,813.18	3,700.00	6,400.00	6,400.00
Equipment Renewal Fund - Interest	55.00	55.75	55.00	62.00	65.00
TOTAL INCOME	**25,107.20**	**25,658.23**	**25,705.00**	**26,977.00**	**27,265.00**
NET EXPENDITURE	**119,383.30**	**102,899.29**	**108,845.00**	**97,913.00**	**117,932.00**

YOUTH CENTRE / YOUTH ACTIVITIES

EXPENDITURE	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Salaries, Employer's NI and Pension	4,500.00	4,079.75	4,700.00	-	3,000.00
Gas	2,500.00	1,767.25	3,500.00	3,500.00	3,700.00
Electricity	3,000.00	2,552.93	4,000.00	4,000.00	4,500.00
Telephone	-	22.21	-	-	-
Non-Domestic Rates	4,740.50	4,740.50	5,000.00	4,470.00	4,700.00
Water and Sewage Charges	1,300.00	1,815.08	1,600.00	5,000.00	6,000.00
Bank and Credit/Debit Card Charges	290.00	251.18	300.00	280.00	300.00
Building Repairs/Maintenance/External Contractors	18,000.00	18,637.73	28,000.00	32,000.00	33,000.00
Furniture and Equipment	1,000.00	1,907.45	1,500.00	1,000.00	1,500.00
Refuse Collection	800.00	769.37	850.00	850.00	900.00
Stationery	-	14.16	-	-	-
Insurance	2,855.00	2,858.65	3,000.00	3,000.00	3,150.00
Tuck Shop Supplies	200.00	93.42	-	-	-
Youth Activities	500.00	1,320.00	4,000.00	7,000.00	10,000.00
Youth Workers & Support Workers	8,000.00	8,356.24	-	-	-
Out of Hours Caretaking	1,200.00	1,098.84	1,300.00	1,200.00	1,200.00
Miscellaneous/Contingencies	1,400.00	2,662.53	1,600.00	1,300.00	1,600.00
VAT Adjustment	850.00	974.37	1,000.00	2,000.00	2,000.00
TOTAL EXPENDITURE	**51,135.50**	**53,921.66**	**60,350.00**	**65,600.00**	**75,550.00**

INCOME	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Youth Subscriptions	120.00	111.61	-	-	-
Lettings	13,500.00	15,191.32	35,000.00	37,000.00	39,000.00
Grants/Donations	-	-	-	1,860.00	1,953.00
Miscellaneous	-	-	-	1,000.00	-
Tuck Shop	250.00	183.36	-	-	-
TOTAL INCOME	**13,870.00**	**15,486.29**	**35,000.00**	**39,860.00**	**40,953.00**
NET EXPENDITURE	**37,265.50**	**38,435.37**	**25,350.00**	**25,740.00**	**34,597.00**

Notes:- For Information

Net Expenditure Figure incorporated in Leisure and Amenities Committee Estimates

LEISURE AND AMENITIES COMMITTEE

THE WOODLANDS CENTRE

EXPENDITURE	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Salaries, Employer's NI and Pension	4,000.00	4,079.74	4,700.00	-	6,000.00
Electricity	9,000.00	8,585.90	11,000.00	11,000.00	11,000.00
Gas	10,000.00	7,633.20	14,000.00	7,000.00	14,000.00
Rates	6,487.00	6,487.00	6,800.00	6,600.00	7,000.00
Building Repairs/Maintenance/External Contractors	34,000.00	36,784.17	35,000.00	31,000.00	38,000.00
Water/Sewage Charges/Refuse Collection	3,800.00	4,173.41	4,500.00	6,000.00	6,000.00
Furniture and Equipment	2,000.00	1,938.71	2,000.00	2,000.00	2,000.00
Miscellaneous/Contingencies	2,360.00	1,939.23	2,380.00	2,500.00	3,000.00
Setting Up Costs - Hall/Rooms	2,700.00	2,511.00	2,800.00	1,600.00	2,800.00
Improvement Fund	35,000.00	35,000.00	10,000.00	20,000.00	-
Out of Hours Caretaking	5,500.00	5,374.16	5,500.00	5,500.00	5,500.00
Loan Servicing - Refurb./Reconfiguration	-	-	54,000.00	27,917.00	56,013.00
Refurbishment/Reconfiguration Project	-	12,946.46	-	63,500.00	35,000.00
TOTAL EXPENDITURE	**114,847.00**	**127,452.98**	**152,680.00**	**184,617.00**	**186,313.00**

INCOME	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Lettings	65,000.00	69,957.83	60,000.00	40,000.00	50,000.00
Setting Up Costs - Hall/Rooms	1,000.00	1,151.63	1,000.00	700.00	1,000.00
Reimbursement - Gas for Girl Guide Headquarters	1,400.00	1,167.55	1,500.00	1,500.00	1,500.00
Miscellaneous	-		-	-	-
TOTAL INCOME	**67,400.00**	**72,277.01**	**62,500.00**	**42,200.00**	**52,500.00**
NET EXPENDITURE	**47,447.00**	**55,175.97**	**90,180.00**	**142,417.00**	**133,813.00**

LEISURE AND AMENITIES COMMITTEE

GENERAL AMENITIES (INCLUDING MUSEUM AND SAMUEL WICKENS CENTRE)

EXPENDITURE	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
War Memorial	2,500.00	1,995.25	34,000.00	34,000.00	1,500.00
Seats	10,500.00	9,925.70	3,000.00	3,500.00	3,000.00
Street Maps/Noticeboards	500.00	279.16	1,000.00	500.00	1,000.00
Bus Shelters and Beach Shelter	3,000.00	2,732.82	3,000.00	2,300.00	3,000.00
Tree and Bulb Planting/Tree Works	2,000.00	1,278.67	1,500.00	1,500.00	2,000.00
Gardens Competition	525.00	583.10	1,000.00	630.00	1,000.00
Planting & Maint. of Amenity Areas	55,000.00	55,200.10	57,000.00	56,000.00	59,000.00
Maintenance of Public Toilets	60,000.00	65,042.65	63,000.00	73,000.00	75,000.00
Miscellaneous/Contingencies	3,000.00	2,428.65	1,000.00	500.00	1,000.00
Christmas Lighting	10,000.00	7,734.68	10,000.00	10,000.00	10,000.00
Street Lighting - Electricity, Maintenance & Repairs	3,629.16	3,629.16	3,900.00	3,600.00	3,800.00
Defibrillators and Associated Equipment	2,000.00	600.78	1,000.00	1,000.00	1,000.00
Changing Places Toilet		1,724.41	-	-	-
Museum - Operational Costs	71,642.10	59,149.34	84,639.00	72,630.80	81,369.00
Samuel Wickens Centre - Op. Costs	39,177.10	29,587.96	48,070.00	33,210.80	35,890.00
ESTIMATED EXPENDITURE	**263,473.36**	**241,892.43**	**312,109.00**	**292,371.60**	**278,559.00**

INCOME	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Insurance Claims	-	-	-	-	-
Seat Contributions	7,986.00	7,986.00	-	1,500.00	-
ADC - Public Toilets Contrib./Ann. Maint.	6,700.00	6,700.00	6,700.00	6,700.00	6,700.00
Sponsorship of Planters/Flower Beds	8,000.00	8,850.00	8,000.00	8,200.00	8,200.00
Miscellaneous	800.00	-	800.00	-	-
TOTAL INCOME	**23,486.00**	**23,536.00**	**15,500.00**	**16,400.00**	**14,900.00**
NET EXPENDITURE	**239,987.36**	**218,356.43**	**296,609.00**	**275,971.60**	**263,659.00**

RUSTINGTON MUSEUM

EXPENDITURE	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Salaries, Employer's NI and Pension	51,000.00	40,176.67	61,000.00	48,000.00	51,000.00
Electricity	3,000.00	2,604.48	4,000.00	3,500.00	4,000.00
Non-Domestic Rates	1,447.10	1,447.10	1,500.00	1,480.80	1,550.00
Water & Sewage Charges	250.00	53.24	300.00	200.00	300.00
Bank and Credit/Debit Card Charges	200.00	194.93	200.00	200.00	210.00
Building Repairs/Maintenance/External Contractors	5,000.00	4,779.27	6,000.00	7,000.00	8,000.00
Furniture & Equipment (inc. Website)	3,000.00	2,900.04	3,100.00	3,700.00	4,000.00
Stationery	300.00	265.46	400.00	300.00	400.00
Photocopier/Printing	400.00	473.01	400.00	475.00	475.00
Insurance	1,200.00	558.50	1,270.00	1,200.00	1,260.00
Personnel Training/Development	300.00	40.00	300.00	200.00	300.00
Out of Hours Caretaking	650.00	599.40	700.00	650.00	650.00
Miscellaneous/Contingencies	800.00	1,283.17	1,000.00	2,100.00	2,500.00
Personnel Travel Expenses	75.00	66.35	100.00	150.00	150.00
Exhibitions & Event	3,000.00	2,071.40	3,500.00	1,800.00	4,300.00
Events & Activities	550.00	783.63	600.00	-	-
Advertising	100.00	-	100.00	-	100.00
Collections Care & Insurance	1,300.00	1,251.16	1,200.00	2,000.00	2,500.00
TOTAL EXPENDITURE	**72,572.10**	**59,547.81**	**85,670.00**	**72,955.80**	**81,695.00**

INCOME	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Grants	-	-	-	-	-
Bank Interest	30.00	29.08	31.00	25.00	26.00
Miscellaneous/Donations	900.00	369.39	1,000.00	300.00	300.00
TOTALS	**930.00**	**398.47**	**1,031.00**	**325.00**	**326.00**
NET EXPENDITURE	**71,642.10**	**59,149.34**	**84,639.00**	**72,630.80**	**81,369.00**

Notes:- For Information

Net Expenditure Figure incorporated in Leisure and Amenities Committee Estimates

SAMUEL WICKENS CENTRE

EXPENDITURE	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Salaries, Employer's NI and Pension	60,000.00	53,915.14	65,000.00	52,000.00	55,000.00
Bank and Credit/Debit Card Charges	230.00	218.85	250.00	200.00	210.00
Building Repairs/Maintenance/External Contractors	5,000.00	4,649.29	6,000.00	7,000.00	8,000.00
Electricity	3,000.00	2,604.45	4,000.00	3,500.00	4,000.00
Furniture and Equipment	-	-	1,000.00	1,000.00	1,000.00
Insurance	1,200.00	558.50	1,270.00	1,200.00	1,250.00
Miscellaneous/Contingencies	300.00	292.97	500.00	350.00	400.00
Non-Domestic Rates	1,447.10	1,447.10	1,500.00	1,480.80	1,550.00
Office Equipment (inc. Website)	1,900.00	2,022.07	1,900.00	1,900.00	2,000.00
Personnel Training/Development	-	-	300.00	130.00	300.00
Personnel Travel Expenses	-	15.30	-	-	-
Photocopier/Printing	300.00	202.70	300.00	250.00	260.00
Refuse Collection	650.00	665.52	700.00	750.00	800.00
Out of Hours Caretaking	650.00	599.40	700.00	650.00	650.00
Stationery	100.00	92.38	100.00	100.00	120.00
Subscriptions	1,100.00	1,059.81	1,200.00	1,400.00	1,500.00
Water and Sewage Charges	400.00	124.22	450.00	400.00	450.00
VAT Adjustment	400.00	371.31	400.00	400.00	400.00
TOTAL EXPENDITURE	**76,677.10**	**68,839.01**	**85,570.00**	**72,710.80**	**77,890.00**

INCOME	2025/26 Revised Estimate	2025/26 Actual	2026/27 Estimate	2026/27 Revised Estimate	2027/28 Estimate
Contribution from Store Property Investments Limited	22,000.00	22,000.00	22,000.00	22,500.00	24,000.00
Lettings	15,500.00	17,251.05	15,500.00	17,000.00	18,000.00
Miscellaneous	-	-	-	-	-
TOTAL INCOME	**37,500.00**	**39,251.05**	**37,500.00**	**39,500.00**	**42,000.00**
NET EXPENDITURE	**39,177.10**	**29,587.96**	**48,070.00**	**33,210.80**	**35,890.00**

Notes:- For Information

Net Expenditure Figure incorporated in Leisure and Amenities Committee Estimates

Outlook

2026 Paw Aard - New District Basic Allowance Confirmed

From Jane Fulton <Jane.Fulton@arun.gov.uk>

Date Fri 30/10/2026 9:31 AM

To Aldingbourne PC <clerk@aldingbourne-pc.gov.uk>; 'clerk@aldwickparishcouncil.gov.uk' <clerk@aldwickparishcouncil.gov.uk>; 'admin@angmering-pc.gov.uk' <admin@angmering-pc.gov.uk>; Arundel <townclerk@arundeltowncouncil.gov.uk>; clerk@barnhamandeastergate-pc.gov.uk <clerk@barnhamandeastergate-pc.gov.uk>; Clerk <clerk@bersted-pc.gov.uk>; 'bognortc@bognorregis.gov.uk' <bognortc@bognorregis.gov.uk>; clerk@clapham-wsx-pc.gov.uk <clerk@clapham-wsx-pc.gov.uk>; clerk@clympingpc.org.uk <clerk@clympingpc.org.uk>; East Preston <clerk@eastpreston-pc.gov.uk>; 'clerk@felphampc.gov.uk' <clerk@felphampc.gov.uk>; parishoffice@ferringparishcouncil.org <parishoffice@ferringparishcouncil.org>; clerk@findonparishcouncil.gov.uk <clerk@findonparishcouncil.gov.uk>; clerk@fordwestsussex-pc.gov.uk <clerk@fordwestsussex-pc.gov.uk>; clerk@kingston-wsx-pc.gov. <clerk@kingston-wsx-pc.gov.>; ltc@littlehampton-tc.gov. <ltc@littlehampton-tc.gov.>; Carol Hatton <clerk@lyminsterandcrossbush-pc.gov.uk>; MOS Parish Clerk <clerk@middleton-on-sea-pc.gov.uk>; Pagham <clerk@paghamparishcouncil.gov.uk>; patchingpc@gmail.com <patchingpc@gmail.com>

Cc Committees <Committees@arun.gov.uk>; Claire Beesly <Claire.Beesly@arun.gov.uk>; Amy Mitchell <Amy.Mitchell@arun.gov.uk>

Dear Town and Parish Clerks

I am writing to advise you that the Basic Allowance payable to Members of Arun District Council has been increased in accordance with the Council's approved Members' Allowances Scheme.

Following confirmation of the 2026/27 Local Government pay award in August 2026, which provided for a 3.3% increase in staff salaries, the corresponding increase has been applied to Members' allowances. The increase has been applied in accordance with the indexation provision contained within the Council's approved Members' Allowances Scheme, adopted under the provisions of the Local Authorities (Members' Allowances) (England) Regulations 2003. The Council's Independent Remuneration Panel has reviewed the proposed application of the indexation provision and has confirmed that it supports the implementation of the 3.3% increase in accordance with the approved scheme.

As a result, the District Council Basic Allowance has increased from **£7,104 to £7,338** with effect from October 2026 with the increase backdated to 1 April 2026. The Council's Constitution will be updated accordingly, and Arun District Councillors have been notified of the revised allowances.

This notification is being shared with you for information only. Some of you operate your own Members' Allowances Schemes and choose to calculate a Parish Basic Allowance by reference to the District Council Basic Allowance, often at around 10% of that figure. Where this applies, you may wish to consider whether the revised District Council Basic Allowance has any implications for your own scheme. If your council does not pay a Parish Basic Allowance, or if your scheme does not reference the District Council Basic Allowance, no action is likely to be required. Any decision regarding parish allowances remains a matter for the individual Town or Parish Council in accordance with your own Members' Allowances Scheme.

No changes have been made to travel and subsistence rates at this time. However, the Council's Independent Remuneration Panel is due to undertake a review of the Members'

Allowances Scheme and any recommendations arising from that review will be considered in due course.

Should you require any further information, please do not hesitate to contact me.

Kind regards
Jane

Jane Fulton (Mrs)
Committee Services Manager
Governance, People & Performance

Tel: 01903 737611
Email: jane.fulton@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF www.arun.gov.uk
Arun District Council, Civic Centre, Maltravers Rd



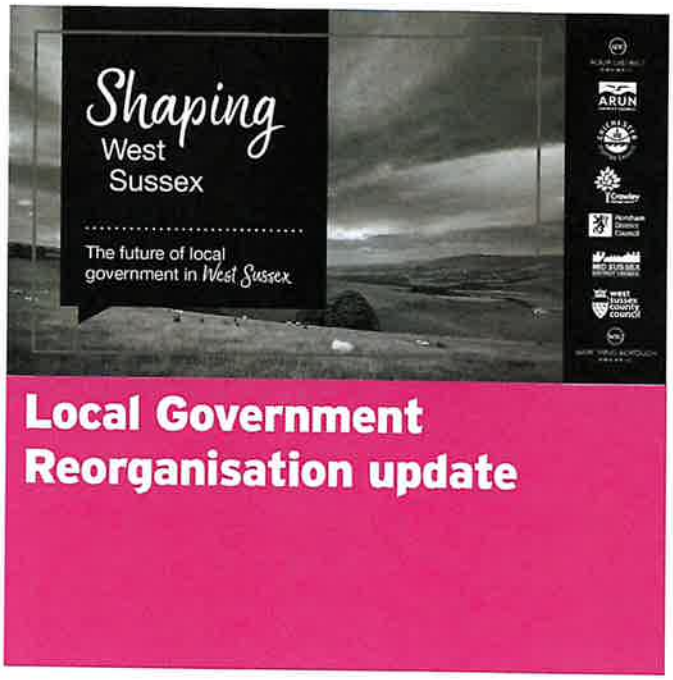
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https://www.arun.gov.uk
DX 57406 Littlehampton
You can view Arun District Council's Privacy Policy from https://www.arun.gov.uk/privacy-policy

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New timetable for changes to councils in West Sussex

The government is now expected to decide on the future of councils in West Sussex between now and early 2027, with any new councils due to take over services in April 2029.



These proposals would replace the current county and district or borough council system with a single tier of unitary councils, each responsible for all council services in its area. You can read more about that here www.shapingwestsussex.gov.uk

The updated timetable follows discussions with the Ministry of Housing, Communities and Local Government (MHCLG). Although no final decision has been made on the future council structure for West Sussex, a decision is expected to be based on the proposals that residents and local authorities have already been consulted on.

District and borough council elections will take place in May 2027 using existing boundaries. Elections to any new councils (Shadow Authority elections) would follow in May 2028, giving new authorities time to prepare before taking over services in April 2029.

Leader of Arun District Council, Cllr Martin Lury said:
"I have to say there is a level of frustration that, after many months of work, consultation and uncertainty, we are still without a decision on the future structure of local government in West Sussex. Councils, elected members,

staff and residents have invested significant time and energy into this process and are understandably keen to know what the future holds, both for West Sussex as a whole and for Arun specifically.

“While it's disappointing that a decision has once again been deferred, we now at least have a clearer timetable and a fixed date to work towards. Our priority remains ensuring that any future arrangements deliver the best possible outcomes for residents, protect vital local services and provide strong, effective and accountable local government for the communities we serve."

The revised timetable gives councils more time to prepare, although the final arrangements remain uncertain. Councils across West Sussex are already working together to understand the opportunities and risks and prepare for the next steps.

As part of the timeline and separate from Local Government Reorganisation, the first election for a Mayor of Sussex and Brighton which still is scheduled for May 2028. This is part of devolution - transferring powers and funding from government to the area - rather than the changes to local councils. The Mayor will focus on strategic priorities such as transport, education, economy and emergency services, not day-to-day council services.

Residents can continue to access council services as usual. In the meantime, the council will continue its preparations for local government reorganisation while remaining focused on delivering the services residents rely on every day. Once a decision is announced, it will work with its partners to implement it effectively and with minimal disruption to residents and staff.

The council will keep residents, communities and businesses informed as further information becomes available.

Notes for Editors

Further information :

www.shapingwestsussex.gov.uk
Local Government Reorganisation moves forward in five counties - GOV.UK
Local government reorganisation (LGR) | Local Government Association

Outlook

DRAFT ORDER: SUO0019349-6425 - PROPOSED STOPPING UP OF HIGHWAY AT THE WINDMILL INN, MILL LANE, RUSTINGTON, WEST SUSSEX BN16 3JN

From NATIONALCASEWORK <NATIONALCASEWORK@dft.gov.uk>
Date Mon 02/11/2026 1:29 PM
To NATIONALCASEWORK <NATIONALCASEWORK@dft.gov.uk>

3 attachments (10 MB)
SUO0019349_(SE6425)__Draft_Notice.pdf; SUO0019349_(SE6425)__Draft_Order.pdf; SUO0019349_(SE6425)__Draft_Plan.pdf;

OFFICIAL

Transport Infrastructure Planning Casework Unit
PO Box
1393
Newcastle Upon Tyne
NE99 5FQ

Email: nationalcasework@dft.gov.uk

www.gov.uk
nationalcasework@dft.gov.uk

Department for Transport

Dear Sir / Madam

Our ref: SUO0019349-6425

TOWN AND COUNTRY PLANNING ACT 1990 – SECTION 247
PROPOSED STOPPING UP OF HIGHWAY AT THE WINDMILL INN, MILL LANE, RUSTINGTON, WEST SUSSEX BN16 3JN
OS GRID REFERENCE: E:505614, N:102978

Please find attached a copy of a draft order proposed under the provisions of the above Act together with a copy of the related plan.

If you do not have any concerns with this proposal, you do not need to respond to this email, and if we do not hear from you by **10 December 2026,** we will conclude that are content with this proposal.

If however, you do have concerns surrounding this proposal, we should be pleased to receive any comments and / or objections that you may have before the end of the **10 December 2026**. If possible, objections should be sent via email to nationalcasework@dft.gov.uk, stating clearly that **you object.**

Kind regards

Transport Infrastructure Planning Casework Unit

Department for Transport

Mr Graeme Stickings

Casework Admin Officer, Transport Infrastructure Planning Casework Unit,

PO Box 1393, Newcastle Upon Tyne, NE99 5FQ

Tel: 07812 482555

Follow us on X @transportgovuk

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OFFICIAL

PUBLIC NOTICE

DEPARTMENT FOR TRANSPORT

TOWN AND COUNTRY PLANNING ACT 1990

The Secretary of State hereby gives notice of the proposal to make an Order under section 247 of the above Act to authorise the stopping up of two irregular shaped eastern part widths of Mill Lane at Rustington in the District of Arun.

If the Order is made, the stopping up will be authorised only to enable development as permitted by Arun District Council. The Secretary of State gives notice of the draft Order under Section 253 (1) of the Act.

Copies of the draft order and relevant plan will be available for inspection during normal opening hours at Rustington Library, Claigmar Road, Rustington, BN16 2NL in the 28 days commencing on 12 November 2026, and may be obtained, free of charge, from the Secretary of State (quoting SUO0019349-6425) at the address stated below.

Any person may object to the making of the proposed order by stating their reasons in writing to the Secretary of State at nationalcasework@dft.gov.uk or Transport Infrastructure Planning Casework Unit, PO Box 1393, Newcastle Upon Tyne, NE99 5FQ, quoting the above reference. Objections should be received by midnight on **10 December 2026**. You are advised that your personal data and correspondence will be passed to the applicant/agent to enable your objection to be considered. If you do not wish your personal data to be forwarded, please state your reasons when submitting your objection.

N Crass, Casework Manager

TOWN AND COUNTRY PLANNING ACT 1990

THE STOPPING UP OF HIGHWAYS (SOUTH EAST) (NO.) ORDER 20..

The Secretary of State makes this Order in exercise of powers under section 247 of the Town and Country Planning Act 1990 ("the Act").

1. The Secretary of State authorises the stopping up of the highways described in the Schedule to this Order and shown on the plan numbered SUO0019349-6425, to enable development to be carried out in accordance with the planning permission granted by Arun District Council under reference...

2. Where immediately before the date of this Order there is any apparatus of statutory undertakers under, in, on, over, along or across any highway authorised to be stopped up pursuant to this Order then, subject to section 261(4) of the Act, those undertakers shall have the same rights as respects that apparatus after that highway is stopped up as they had immediately beforehand.

3. This Order shall come into force on the ..... 202 .

Signed by authority of
the Secretary of State

TIM BRIMELOW
An Official in the
Transport Infrastructure
Planning Casework Unit
Department for Transport

THE SCHEDULE

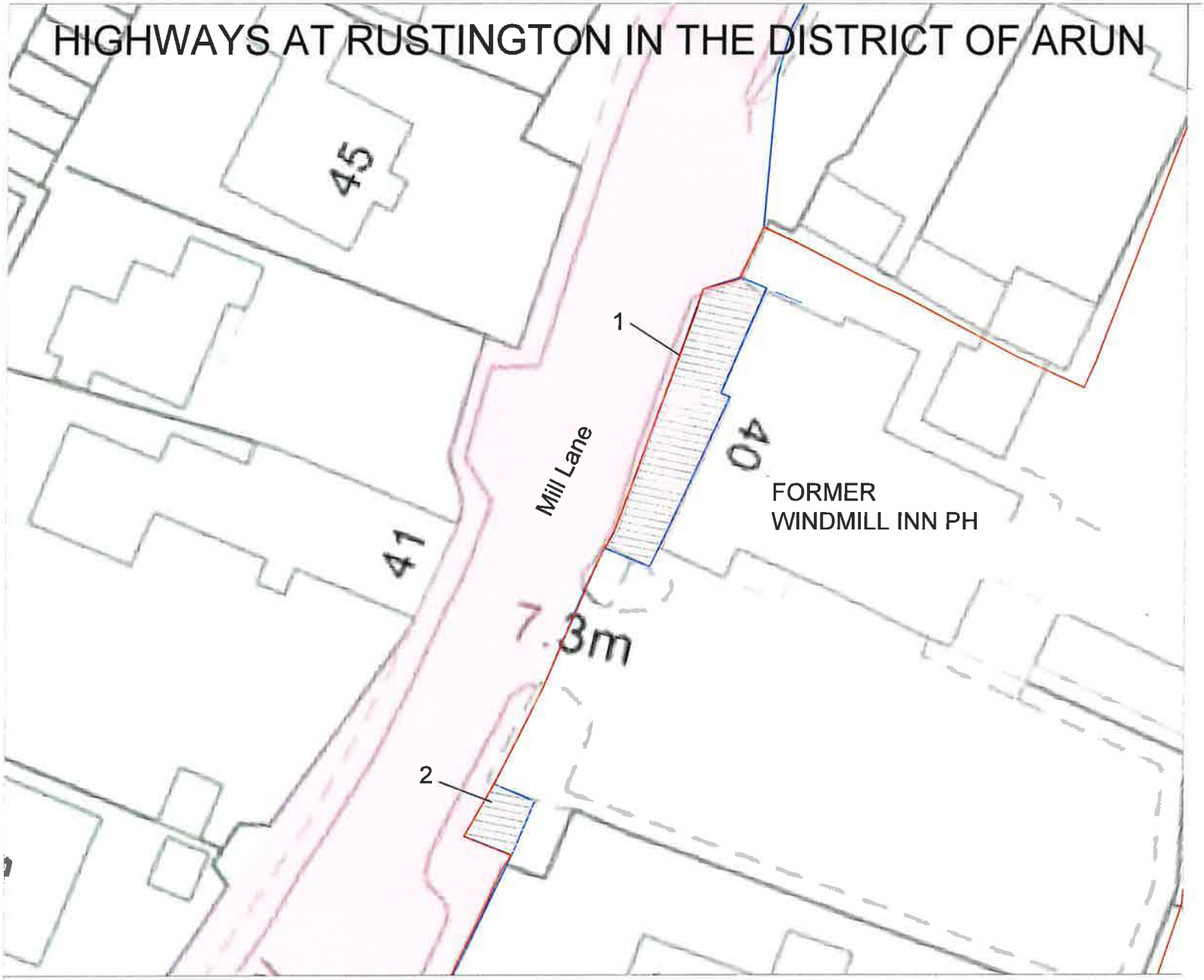
Description of highways to be stopped up

The highways to be stopped up are at Rustington in the District of Arun, shown on the plan and are:

1. An irregular shaped eastern part width of Mill Lane adjoining the north western boundary of the former Windmill Inn Public House. It commences from the north western boundary corner of the former Windmill Inn Public House extending in a south westerly direction for a distance of 19.8 metres and has a maximum width of 4 metres (marked 1 on the plan).

2. An irregular shaped eastern part width of Mill Lane. It commences 14.66 metres south east of the south eastern boundary corner of no.41 Mill Lane extending in a north easterly direction for a distance of 3.9 metres and has a maximum width of 3.4 metres (marked 2 on the plan)

HIGHWAYS AT RUSTINGTON IN THE DISTRICT OF ARUN



Key Scale 1:250 @ A3

Highways to be stopped up

National Transport Casework Team

Department for Transport

Plan No: SUO0019349-6425

Signed by Authority of the Secretary of State

on.....

Signature.....

TIM BRIMELOW
An Official in the
National Transport Casework Team
Department for Transport

Re: URGENT: Request for Community Infrastructure Levy (CIL) Funding for Ball-Stop Netting at Woodlands Recreation Ground – Impact Along the Conbar Avenue and Park View Court Boundaries.

Dear Councillor Alison Cooper

I am writing to you as the owner of 77 Conbar Avenue, a property directly bordering the Woodlands Recreation Ground. On behalf of my tenants, neighbouring residents, and their visitors, I am formally requesting that the Parish Council urgently consider allocating a portion of its Community Infrastructure Levy (CIL) funds toward the procurement and installation of higher ball-stop safety netting along this perimeter.

This preventative measure is desperately needed to protect residents, and their visitors from physical injury, and end ongoing property damage.

Cricket during the summer is the heart of a village, bringing the community together in support of their team. It would be a travesty to lose this quintessential village tradition for the sake of approximately 200 metres of higher netting. As a landlord along this boundary, I have a strict duty of care to my tenants, who are currently being terrorised, by frequent and dangerous boundary overflows during cricket matches. My tenants are too afraid to sit in their garden due to balls landing in the garden, several with such force they have bounced out of the garden, and on two occasions narrowly missed my disabled tenant. This is not a new issue; our properties have suffered regular and systemic damage over several years. My property regularly sustains damage, specifically smashed roof tiles caused by high-velocity cricket balls. I have enclosed photographic evidence of this ongoing damage for your review. While the local cricket club has been exceptionally helpful and has fully covered the cost of these repairs, relying on reactive insurance claims is an unsustainable, short-term plaster for a structural safety issue that has persisted for years. Crucially this issue is widespread, endangering everyone living and walking along this section of the boundary fence. The flat directly below me, 77a Conbar Avenue, has also suffered repeatedly, experiencing broken windows and damage to their porch tiles from incoming balls. A ball also narrowly missed the owners two-year-old niece. Furthermore, residents and visitors at Park View Court have experienced incidents, including a cricket ball smashing an

outdoor garden table and an incredibly dangerous near-miss where a ball landed directly in a resident's visitor's lap while they were sitting out on their balcony, as well as balls landing in their gardens.

Due to the serious nature of the incidents cited, members of the cricket team have also been badly affected by the situation. Team members have been subjected to verbal abuse, match disruption and threats of violence, including a sixteen-year-old player being threatened with stabbing by an individual who had lost their reason over a ball incident.

This proposal also provides an elegant solution to an ongoing, multi-faceted issue regarding the boundary trees. Residents of Park View Court have previously asked that the trees along the Woodlands boundary be cut back, as they are severely blocking and flickering their natural light. The council's previous position was that these trees could not be cut because they act as a natural barrier to stop cricket balls. However, the dangerous incidents highlighted above—along with the broken windows, porch damage, years of smashed roof tiles and balls landing in gardens prove that the trees are not containing the balls. Installing a higher safety fence would serve as a far superior, purpose-built safety barrier. Crucially, it would finally allow the council to safely trim the trees, restoring vital light to the residents of Park View Court while significantly upgrading safety across the entire neighbourhood. No resident or guest should be forced to live in fear of injury within the boundaries of their home. Under the Community Infrastructure Levy regulations, the neighbourhood portion of CIL funds received by the Parish Council from Arun District Council is explicitly earmarked for the "provision, improvement, replacement, operation or maintenance of infrastructure" to address the demands that development and community facilities place on an area. Mitigating the physical dangers and property liabilities brought about by the active use of Woodlands Recreation Ground directly aligns with these statutory spending guidelines. Investing in a robust, high-netting safety system along the affected approximately 200 metre Conbar Avenue and Park View Court boundaries would successfully contain cricket balls within the playing field. This permanent infrastructure solution will allow our excellent local sports clubs to continue playing confidently, while restoring peace of mind and essential physical safety to the vulnerable residents and visitors next door. Due to the health and safety risks to local residents and visitors across multiple properties, I kindly request that this matter be added as an urgent item to the agenda for review at the next upcoming Parish Council or Leisure and Amenities Committee meeting.

Thank you very much for your prompt attention to this situation. I look forward to hearing your response, regarding how the council intends to proceed.

Yours sincerely