

Rustington

Parish Council Newsletter

Annual Report Edition

Chairman's Message



By the time this Newsletter reaches you I will no longer be Chairman of the Parish Council, this post will have been filled by Councillor Mrs Alison Cooper, and Councillor Graham Tyler will be the new Vice-Chairman.

As I write this message, I am reflecting on the past two years of

my Chairmanship.

Whilst I enjoyed representing the parishioners at a number of functions and events during my first Term of Office, the past year has been such an unprecedented time in all of our lives, and to say it has been challenging and emotional for most of us, would be an understatement! At this point, my heartfelt sentiments go to everyone who has suffered in some way as a result of the Covid-19 Pandemic, together with my hope that you will be able to move forward with your lives, without the threat that we have all faced for over

twelve months 'hanging over your heads'. Whilst life has still to return to the 'normal' that we all once knew, slowly but surely, we are moving in the right direction, and long may that continue.

I have been extremely lucky to have worked with a dedicated team of Parish Councillors and a highly professional personnel team, who have all carried out their responsibilities far beyond the call of duty, and definitely most effectively, throughout a very difficult and challenging period. The Council has continued to do its very best to maintain all of the services that the residents of Rustington have become accustomed to, and will continue to do so for the foreseeable future.

In closing, can I assure you that as long as I am an elected Member of the Parish Council, I will represent not only the Parishioners in the Rustington West Ward, but also the whole community of Rustington at all times.

Thank you for your support - Please keep safe and well.

Councillor Jon Street

Rustington Museum

On Monday 17 May 2021, the doors of the Museum were finally able to be open again. Even though the Museum has been closed, we have kept going behind the scenes with work on the inventory and creating articles on our Facebook page (www.facebook.com/rustingtonmuseum). Here you can see articles on the Museum's Collection and famous residents. There are also occasional puzzles and quizzes, so watch out for them. You can also contact the Museum via the Facebook page with enquiries - we love to help researchers and to provide images and information to help with projects.

Keeping with social media, did you know we now have a Twitter account? Follow us **@RustingtonMuse1** as we take part in #MuseumSnap and #ObjectSwap. We have been showing off our connections with the famous and objects from our Collection in a light-hearted way. It has also been creating

links with other Museums across the country.

There has also been preparation for the next Temporary Exhibition - and we would love for you to contribute. The theme is 'Shops of Rustington' and we are building a database of the shops in the Village. We are looking for photos, objects, and memories to help us to build an archive of "what was where when". If you have anything that can help, please let us know by emailing:

museum@rustingtonpc.org, and, if possible, send a picture. Or, you can call to arrange a Meeting with the Museum Manager to view the objects. However, there is no guarantee that we can accept everything, due to space constraints.

Don't worry, there is still time to come in and see the Exhibition about Harry Clark, which will be up until the Summer. It is also available to view online on the Museum's website: **www.rustingtonmuseum.org**

The Museum is also keen to create an

archive regarding the Coronavirus (Covid-19) Pandemic. We are looking for photos, leaflets, anything that can help us record this global health crisis and how it has affected the lives of Rustington residents. Please contact the Museum if you have anything you think we may be interested in.

The Museum is located in the Samuel Wickens Centre, Broadmark Lane Car Park (behind Waitrose), Broadmark Lane, BN16 2NW
Telephone: 01903 788478

Claire Lucas - Museum Manager



Village Gardens Competition

Entries for this event will be judged during week commencing **12 July**. There are five categories with cash prizes, and/or trophies and shields awarded to the winner and runner-up in each.

Nomination Forms are available from The Council Offices, the Samuel Wickens Centre, Barkers Electrical, Country Life Pet Supplies, Flowers of Rustington and The Butcher and Deli or downloadable from www.rustingtonpc.org/rustington-parish-council/gardens-competition/

Alternatively, to request a Nomination Form, please telephone the Council Offices (01903 786420) or email: enquiry@rustingtonpc.org

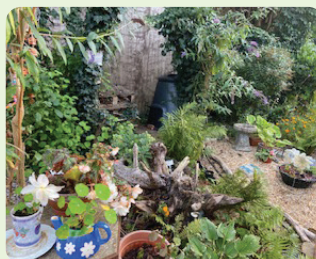
So please nominate either yourselves, your friends' or neighbours' gardens, to ensure a record number of entries this year.

The closing date for the receipt of Nomination Forms is Friday 2 July.

The Awards will be presented at the Reception following the Council's Annual Civic Thanksgiving Service in September (subject to the Covid-19 Restrictions being relaxed sufficiently enough) or alternatively, in person by the Chairman and/or Vice-Chairman of the Council.



**Class 3 Winner -
16 Goodwood Close**



**Class 6 Winner -
The Hidden Twitten**

Rustington Youth Club



Over the last few months the team at Rustington Youth Centre have been providing check-in sessions for young people. All of our young people were invited to use the space to meet the team and be offered support for anything that was coming up for young people if they felt it was necessary.

More recently we have been facilitating outdoor sessions with young people, but are excited to now be able to open our doors again for socially distanced sessions from May, following guidance from the National Youth Agency.

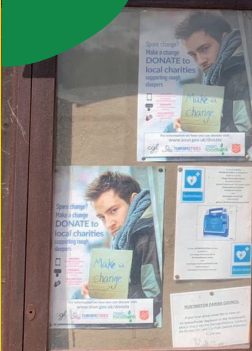
If you'd like to know any more about what's happening at Rustington Youth Centre, please email: Matt.Pollard@arunchurch.com

Matt Pollard
Worker in Charge
Arun Youth Projects



www.rustingtonpc.org
Tel: 01903 786420

NEW!



NEW INITIATIVE FOR COMMUNITY GROUPS & ORGANISATIONS

The Noticeboard located at Churchill Court has been made available to Rustington Community Groups, Organisations and Charities for the purpose of showcasing their invaluable work and advertising their events.

Bookings for the entire Noticeboard are for a period of three months and are FREE of charge.

For further details of Terms & Conditions visit: rustingtonpc.org/about-rustington/community-noticeboard/

Grant Aid to Local Groups and Organisations 2021/2022

The Council has funds available to assist local Groups and Organisations. Applications this year must be received in the Council Offices by no later than 8 June 2021.

A copy of the Guidance Notes for Potential Applicants can be downloaded from www.rustingtonpc.org or email: enquiry@rustingtonpc.org or from the Council Offices in Woodlands Avenue.

Annual Report from the Chairman of the Council (2020-2021)

- Councillor Jon Street



I am delighted to be able to deliver my second Annual Report, which will cover the year from 1 April 2020 to 31 March 2021, and the current financial year going forward.

Everyone's lives have continued to be significantly different to how they were prior to March 2020. Times are still challenging and of much concern for us all as the Covid-19 Pandemic continues, although with the roll-out of the Covid-19 Vaccination, there is now, at least, some light at the end of what has turned out to be a very long tunnel.

For two years now, I have been honoured to hold the position of Chairman, and it has certainly been a most interesting, enjoyable, if somewhat thought-provoking time. However, I hope that I have always acted in the interests of the Community of Rustington during this period, and I pledge to continue to do so to the best of my ability until my current term of office ends on 24 May 2021, and beyond, in my role as an elected Member of the Parish Council.

I would like to thank my Vice-Chairman, Councillor Mrs Alison Cooper, who has supported me unceasingly, and to all Members of the Council, who work diligently on a daily basis for the benefit of the Village, attending many Meetings during the year and often having to make difficult decisions. My appreciation goes to you all.

Secondly, I would like to thank all of the Council's personnel, who have ensured that the Council's services are delivered professionally and most effectively to an extremely high standard. This has continued throughout the current crisis and, although the Council's facilities have been closed for periods of time during the past year for the main 'Lockdowns', its services

have continued to be delivered, wherever practicably possible, at all times. Most of the members of personnel had, up until very recently, been working from home, but with the re-opening of the Samuel Wickens Centre, Youth Centre, The Woodlands Centre and the Council's Offices, on 12 April, members of personnel have now returned to their workplaces. The Council continues to be most grateful to them all for their conscientiousness, flexibility and dedication.

Carole Ward, our Clerk, heads up the Team, and is ably supported by Rosie Costan, the Deputy Clerk, Caroline, Elaine, Nicky and Jo, at the Council Offices. The three members of personnel at the Samuel Wickens Centre, namely, Emma, Jules and Linda, provide an excellent 'front of house' information service and Claire, with the help of Jules, manages the Museum and all of its activities. Jim, the Council's Leisure and Amenities Officer, oversees the work carried out by the Council's external grounds contractors, and undertakes the day-to-day management and maintenance of the Recreation Ground and Sportsfield, together with many other ad-hoc duties. And last, but definitely not least, we have Bill, who is Caretaker for both the Youth Centre and the Samuel Wickens Centre. My thanks and appreciation go to all of the Team.

I would also like to thank the County and District Councillors who have represented Rustington over the past year, and specifically, County Councillors Daniel Purchase and Dr James Walsh, together with District Councillors Shaun Gunner and Will Tilbrook, plus our own dual-hatted District Councillors Jamie Bennett, Alison Cooper and Pauline Gregory, for actively ensuring that the Council has been kept up to date on all matters pertaining to Rustington. And, can I, at this point, convey my warmest congratulations to the recently elected West Sussex County Councillors for Rustington, namely Councillor Mrs Alison Cooper, Councillor Dr James Walsh and Councillor Roger Elkins.

I would now like to give you a very brief summary of how the Council operates, by letting you know what has taken place, and what is due to happen, during the year up to 31 March 2021, and the current year ending 31 March 2022.

I will also provide you with concise details

of the roles of the Council's Committees.

During the year from 1 April 2020, projects and works included:-

- New boilers in The Woodlands Centre
- Major electrical installation upgrading works at The Woodlands Centre to comply with UK Regulations
- Installation of a new telephone system for the Council's facilities
- Comprehensive redecorating of areas in The Woodlands Centre and Samuel Wickens Centre
- Installation of new safety surfacing in the Woodlands Recreation Ground Play Area
- Major Roof Repairs at the Youth Centre
- Refurbishment of a large number of Public Seats along the Greensward, and in a number of roads in the east and west of the Village
- A further enhanced Christmas Lighting Scheme in the Village
- The continued provision of the Number 12 Bus Service
- Installation of protective screens, hand-sanitisers and other safety equipment to ensure full compliance with the Government's Covid-19 Guidance at all of the Council's facilities.

In 2020, the four Public Toilet Units in the Village again received excellent Awards in the Loo of the Year Competition, namely a Platinum Award for the Churchill Car Park Toilets and Gold Awards for the three other units.

Following the retirement of the Council's long-standing Public Toilet Cleansing Contractor, Biffa has recently been appointed to undertake this task. The Council has also decided to close the Public Toilet Unit in the Church Hall Car Park in The Street, initially for a period of 12 months, although it is anticipated that this will be a permanent closure. The other three units in Churchill Car Park, The Woodlands Centre and Broadmark Lane will all remain open on a 7 day per week basis, with longer opening hours in the Summer months. The Council will also be replacing the aged, but very well-used, Mobile Unit in Broadmark Lane, with a new, more aesthetically pleasing and up-to-date portable building, hopefully, in the next few months.

Unfortunately, last year, the Council's plans to commemorate the 75th Anniversary of VE Day from 8-10 May, the Littlehampton and District Lions Club Street Fayre and the Council's Allotments Competition were all cancelled in accordance with, and as a result of, Government Guidance in respect of Social Distancing, Groups Gathering and the general adverse effects of the first 'Lockdown' period, in particular.

The Council's Annual Civic Thanksgiving Service, the Remembrance Sunday Parade and Community Carol Concert were also cancelled for the same reasons, but it is very much hoped that some, if not all, of these Events will be able to take place this year.

And, now, moving on to the Council's Committees...

Finance and General Purposes

I would like to thank Councillor Graham Tyler, for his most important role as Chairman of the Finance and General Purposes Committee. Graham's own Report in respect of the Council's finances for the years ending 31 March 2020 and 31 March 2021, follows my Report in this Newsletter.

My thanks also go to the Members of this vital Committee.

Leisure and Amenities

Thank you to Councillor Mrs Alison Cooper

who is Chairman of this very important Committee which is responsible for the majority of services provided by the Council, including the Public Toilets, Public Seats, Noticeboards, Street Maps, Beach and Bus Shelters, some Street Lighting, Grass Cutting in the centre of the Village, the Planting, Design and Maintenance of the Floral/Planted Displays plus any other associated functions.

The Youth Centre and The Woodlands Centre are also managed by this Committee, as are the Woodlands Recreation Ground and Woodland Park Sportsfield. And, finally, the Committee is responsible for the Samuel Wickens Centre (incorporating the Community Hall, Museum and the Information Centre).

A very effective and hard-working Committee. Thanks must go to all of its Members, with such a wide range of areas of responsibility, they all have a most active and important role to play.

Planning

Much appreciation must go to Councillor Peter Warren for his most professional and informative Chairing of the Planning Committee.

The Committee is consulted on all Applications within the Parish by both the Arun District Council, as the Local Planning Authority and, in certain cases,

West Sussex County Council.

Thanks to Peter and the Members of the Committee.

Allotments

I would like to thank Councillor Mrs Peggy Partridge, Chairman of the Allotments Committee, and the Committee Members, for managing the three Allotment Sites in the Parish.

Emergency Planning

Chaired by Councillor John Ceiriog-Hughes, this Committee monitors the Council's Emergency Plan, and ensures that procedures are in place for the provision of The Woodlands Centre as a Rest Centre in the event of an emergency within the Parish.

The Committee agreed in 2020, to undertake a major review of the current Emergency Plan, with a view to incorporating an addendum to the Plan for use in connection with the Covid-19 Pandemic and any similar future emergency situations that might arise. It is anticipated that this review will be undertaken during the current year.

Thank you, John, and your Committee.

The Council is also represented on a number of external Bodies, and continues to have Working Parties looking at ways of improving the way we work.

Council Members' Attendance Record - April 2020-March 2021

Member	Council Possible Actual		Allotments Possible Actual		Finance & General Purposes Possible Actual		Leisure & Amenities Possible Actual		Planning Possible Actual		Emergency Planning Possible Actual	
Bennett	10	10	2	2	10	5	4	2	-	-	1	0
Broomfield (Mrs)	10	10	2	1	10	10	-	-	-	-	1	1
Broomfield	10	10	2	1	10	10	-	-	12	9	1	1
Callaghan	10	10	2	2	-	-	4	4	-	-	1	0
Ceiriog-Hughes	10	10	2	2	-	-	-	-	12	12	1	1
Clayden	10	10	-	-	10	10	-	-	-	-	-	-
Cooper (Mrs)	10	9	2	0	10	9	4	4	12	7	1	1
Cooper	10	9	-	-	10	8	4	3	12	3	-	-
Gregory	10	8	-	-	-	-	4	4	12	5	1	0
Grevett	10	9	2	2	-	-	-	-	12	11	1	1
Partridge	10	10	2	1	10	10	4	4	12	11	-	-
Revell	5	4	-	-	-	*2	-	-	-	-	-	-
Rogers	10	10	-	-	10	10	4	4	-	-	-	-
Street	10	9	2	1	10	9	4	1	12	11	1	1
Tyler	10	10	-	-	10	10	-	-	-	-	-	-
Warren	10	10	-	-	10	10	4	4	12	12	-	-

*Non-Committee Member

Annual Report from the Chairman of the Finance and General Purposes Committee (2020-2021) - *Councillor Graham Tyler*



I have pleasure in presenting my Annual Report to you in respect of the Council's finances for the last financial year that ended on 31 March 2021 and for the current financial year ending 31 March 2022.

At the beginning of a new financial year, we look back at the past year, which has been an extremely challenging time for the Parish Council's finances. However, in the true spirit of the Council, it has managed to maintain all of the necessary services that it does every year, whilst ensuring that the health and safety of its personnel has been at the forefront of its considerations. Whilst the majority of personnel members have worked remotely from home, public and business telephone enquiries have continued to be dealt with as swiftly as possible, with the Council's Emergency Mobile Telephone being manned 24-hours per day.

The Council's Facebook Page and Website have also provided extremely comprehensive information, which has been updated on an almost daily basis, regarding the support services and Agencies that are available and accessible, together with contact details for local shops, restaurants and other businesses, providing delivery, provision and takeaway services during the Lockdown and Tiered periods.

At this point, it would be remiss of me not to convey my thanks and appreciation to the Council's personnel for working unceasingly throughout the Covid-19 crisis to ensure that all of its services have continued to be delivered, wherever possible. I would particularly like to thank Caroline Harris, the Council's Finance Manager/RFO, with whom, as Chairman

of the Finance and General Purposes Committee, I have a close working relationship.

On a Budget, for the last financial year, that was obviously in decline, with no rental or hiring income being received, the Council managed to continue to provide, operate and maintain, the Public Toilets, Floral Displays, Bus and Beach Shelters, the War Memorial, The Woodlands Centre, Recreation Ground and Youth Centre, Samuel Wickens Centre, three Allotment Sites and the most impressive Christmas Lighting Scheme, to mention just a few facilities and services.

A rolling programme of refurbishment of the public seats throughout the Village took place during the Spring and Summer months, a major refurbishment of the War Memorial was completed early in the year and the aged safety surfacing in The Woodlands Recreation Ground Play Area was replaced in its entirety. At the beginning of 2021, a large amount of expenditure was incurred as a result of necessary major electrical installation upgrading works being undertaken at all of the Council's facilities, including the Public Toilets.

And, following a three-month period of no service, with effect from July 2020, the Number 12 Bus Service resumed operating and continues to do so, courtesy of the four-way partnership between the Council, Compass Travel, Store Property Investments Limited and the Rustington Chamber of Trade and Commerce.

The sale of the home of the old Museum, Church Farm Cottages in The Street, did finally reach completion in late February 2020. After all associated financial commitments had been settled and the Council's General Fund Balances replenished, an approximate net profit of £244,000.00 was achieved, the majority of which has now had to be ringfenced for capital projects. Whilst only a minimal amount of this has been expended to date, the Council has an extensive Wish List of projects, which includes:-

- A replacement Mobile Public Toilet Unit - Broadmark Lane
- A replacement Bus Shelter - Sea Lane

and re-positioning and new surface for existing Bus Shelter - Station Road

- The refurbishment/upgrading of all areas, both internally and externally, of The Woodlands Centre, including a new, and more comprehensive, CCTV System
- The replacement of certain items of equipment in the Play Area - Woodlands Recreation Ground
- The refurbishment of fencing around Basketball Court/Kickabout Area and Play Area, Woodlands Recreation Ground
- The replacement of Fencing - North Field and southern boundary of Car Park, Woodlands Recreation Ground.

The Council will be giving detailed consideration to all of these projects during the current financial year, and it is hoped that some will be able to be progressed with the funding available.

Taking account of the unprecedented period for the Council's operation which, it is anticipated, will continue for a major part of this financial year, it has maintained all of the seamless services that it provides, and will strive to continue to do, albeit far more shrewdly.

The Parish Council's 2021/2022 Precept has remained at the same level as that set for the last financial year, namely £690,000.00, which actually represents a very small reduction on the Annual Parish Council charge on a Band 'D' property in Rustington for the year 2021/2022, which is approximately £113.06.

As far as I am concerned, the Parish Council continues to be most pro-active, providing excellent 'value for money', whilst always being mindful of the financial constraints it faces and the burden that its expenditure might place on its Parishioners.

I would like to thank all of my fellow Councillors for their continued efforts to achieve and maintain the objectives of the Council.

While the challenges facing the Council will continue and, it is anticipated, increase, I can give you my assurance that it will always do everything it possibly can to overcome these with the benefit to the local community always at the forefront of its objectives.

Estimated and Actual Net Expenditure Years Ending 31 March 2021 and 31 March 2022

		2020/2021 Revised Estimate	2020/2021 Actual	2021/2022 Estimate
Leisure & Amenities Committee	External Sports and Leisure Facilities			
	Expenditure	68,400	55,735	65,250
	Income	8,095	9,902	18,800
		60,305	45,833	46,450
	Youth Centre			
	Expenditure	53,471	48,927	49,430
	Income	3,575	5,257	8,000
		49,896	43,670	41,430
	Internal Facilities			
	Expenditure	64,968	48,219	74,230
	Income	15,750	17,129	32,500
		49,218	31,090	41,730
	General Amenities			
	Expenditure	106,633	104,595	107,800
	Income	13,500	13,350	13,200
		93,133	91,245	94,600
	Rustington Museum			
	Expenditure	46,331	44,182	49,465
	Income	101	155	201
		46,230	44,027	49,264
	Samuel Wickens Centre			
	Expenditure	56,183	53,942	59,505
	Income	21,400	21,149	25,000
		34,783	32,793	34,505
Finance & General Purposes Committee	Expenditure	330,868	324,199	342,750
	Income	220	217	250
		330,648	323,982	342,500
Allotments Committee	Expenditure	7,600	7,193	7,550
	Income	5,400	5,534	5,700
		2,200	1,659	1,850
Totals		666,413	614,299	652,329

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Meeting Dates June - September 2021

Mon	7 Jun	Planning
Mon	7 Jun	Leisure & Amenities
Mon	28 Jun	Finance & General Purposes
Mon	28 Jun	COUNCIL
Mon	28 Jun	Planning
Mon	5 Jul	Allotments
Mon	5 Jul	Planning
Mon	19 Jul	Planning
Mon	26 Jul	Finance & General Purposes
Mon	26 Jul	COUNCIL
Thur	9 Aug	Leisure & Amenities
Mon	16 Aug	Finance & General Purposes
Mon	16 Aug	Planning
Mon	16 Aug	Emergency Planning
Mon	13 Sep	Planning
Mon	27 Sep	Finance & General Purposes
Mon	27 Sep	COUNCIL



Your Parish Council - with effect from 24 May

Chairman

Mrs A B Cooper (East Ward)
Email: alisoncooper@rustingtonpc.org

Vice-Chairman

G M Tyler (East Ward)
Email: grahamtyler@rustingtonpc.org

East Ward

Mrs K A Callaghan Email: kathcallaghan@rustingtonpc.org
J E Ceiriog-Hughes Email: johnceiriog-hughes@rustingtonpc.org
Ms M Revell Email: mariarevell@rustingtonpc.org
P D Warren Email: peterwarren@rustingtonpc.org

North Ward

M E Broomfield Email: michaelbroomfield@rustingtonpc.org
M J Clayden Email: mikeclayden@rustingtonpc.org

West Ward

J F Bennett Email: jamiebennett@rustingtonpc.org
Mrs C P Broomfield Email: christinebroomfield@rustingtonpc.org
A J Cooper Email: andycooper@rustingtonpc.org
Mrs P A Gregory Email: paulinegregory@rustingtonpc.org
R S Grevett Email: bobgrevett@rustingtonpc.org
Mrs S A Partridge Email: peggypartridge@rustingtonpc.org
J W A Street Email: jonstreet@rustingtonpc.org

West Preston Ward

D E Rogers Email: donrogers@rustingtonpc.org

Clerk of the Council

Mrs Carole Ward Email: caroleward@rustingtonpc.org