Annual Report Edition Control of Control of

Chairman's Message



Spring is always a busy time and it is no exception for your Parish Council, planning Events for the coming year and making sure that our Village maintains the highest standards that we all know, expect and enjoy.

I have now been Chairman, in my second term, for almost a year, and it has been an interesting year, albeit very challenging as we still struggle to live as normally as possible, while Covid continues to dominate our being.

The conflict in the Ukraine is horrific and, in this day and age, almost unimaginable. The action taken must be condemned and is inhumane and totally deplorable. My heart goes out to all of the innocent people who have lost their lives, as well as those who have lost their homes, and those who have been separated from their families and now face the future as refugees in other countries.

Lots of communities up and down the country are pulling together and doing what they can to help, and I know many in our Village have been working hard to make a difference. I want to thank you all for your hard work.

You will notice, as you read through the Programme of Celebrations for the Queen's Platinum Jubilee, that there are many fun Events and Activities planned that the whole family can enjoy. So, please make sure you put the dates in your diary so that you can take full advantage of what Rustington has to offer, which will, hopefully, be the start of better times to come.

It has been a pleasure to represent the Parish Council and the Parishioners and I will continue to do so to the best of my ability, whether it be as Chairman, or an Ordinary Member, for the remainder of the current Council Term which concludes in May 2023.

Councillor Mrs Alison Cooper

The Queen's Platinum Jubilee Celebrations in the Village from 25 April to 30 July

As promised, your copy of the Rustington Programme of Platinum Jubilee Events and Activities has been delivered with this issue of the Newsletter.

Commemorative Medals have been ordered for all pupils of the three Primary Schools in the Village, and these will be being presented to the Schools in the run up to the Platinum Jubilee Official Weekend, hopefully by the Chairman or Vice-Chairman of the Parish Council.

Thanks and appreciation must go to the many local Clubs, Groups and Organisations who have worked painstakingly to organise Events.

And finally, all that is needed now, is good weather and the support of the local community – YOU! Please attend as many of the Events detailed in the Programme as you can, to help make sure that the celebration of the Queen's Platinum Jubilee is a great success and a memorable time for the Village.



34 Woodlands Avenue, Rustington, West Sussex BN16 3HB Offices Open Monday - Friday 10.00 am to 4.30 pm Tel: 01903 786420 Emergency Mobile: 07752 493539 Fax: 01903 788736 Email: enquiry@rustingtonpc.org





Rustington Museum at the Samuel Wickens Centre

This year, the Museum is looking to get the community more involved in the Exhibitions and we want to hear from you! Whilst the Museum has a fantastic Collection, it would be great to hear from the people of Rustington to add your stories to the displays. There are two ways this can be done:

The first is by lending items to the Temporary Exhibitions and being part of the displays. Do you have photos, objects, or memories that we could include in our Exhibitions?

The second way to get involved is by "taking over" one of our display cabinets. We have a special 'Community Case' which we reserve for Groups, where they can showcase their work, celebrate anniversaries or simply promote themselves. Or you could be an individual with a Collection you feel deserves special attention. Maybe linked to the Temporary Exhibition at that time? We'd love to hear from anyone who would like to contribute to Rustington Museum's displays!

May - July: Rustington's Royal Revelry - How the Village has celebrated the key milestones of Her Majesty



the Queen's 70-year reign.

August - January 2023: Artistic Rustington, exploring the Artists who made Rustington their home and artworks featuring the Village from the Museum Collection.

To contact the Museum about becoming involved in its Exhibitions, either as a Group or individual, please email museum@rustingtonpc. org, call 01903 788478 or visit in person. You can be assured that anything loaned to the Museum will be professionally cared for and secure during the time of the loan.

We are pleased to be able to celebrate the Jubilee via an Exhibition of all things Royal. Commemorative stamps, china and coins will form displays from the Coronation to the

Platinum Jubilee itself. Do you have Jubilee or Royal memorabilia you would like to share? Photos, event programmes and objects are all welcome.

We are pleased to be able to finally welcome back our volunteers to the Museum. There are a variety of voluntary roles available including inventory work, helping at events and working with the Collections. Contact the Museum for more information.

The last of the Virtual Talk Series hosted by the Museum, via Zoom, on 18 May is free to attend - details can be found at www.facebook. com/rustingtonmuseum, and on the Museum website www.rustingtonmuseum.org/whatson/. The Zoom link will be emailed to you once you have booked a ticket:

Wednesday, 18 May at 2pm: Find out more about the eccentric Natural Historian HLF Guermonprez from Bognor Regis who collected all around Sussex. Christine Taylor, Natural Science Curator at Portsmouth Museum Service, will be sharing his Collection and his life story.

From July, Public Talks will be held in person at the Museum. They are all free to attend, and tickets can be booked in person at the Museum or via Eventbrite - visit the Museum website for the latest information:

Wednesday, 20 July at 2pm: Reverend Natalie Loveless shares her adventures in life before she became a Vicar in Rustington

Wednesday, 17 August at 2pm: Brian Day takes us on a journey through "The Linguistic History of Sussex". Come along to find out the origins behind some of words used today.

Even though restrictions have eased across the country (at the time of writing this article) we kindly ask that visitors continue to wear face coverings (unless exempt) and sanitise their hands before entry.

The Museum is located in the Samuel Wickens Centre, Broadmark Lane Car Park (behind Waitrose), Broadmark Lane BN16 2NW Telephone: 01903 788478. Open Monday to Saturday 9.00 am - 5.00 pm (Closed 1.00 pm - 1.30 pm).

Village Gardens Competition

Entries for this annual Event will be judged during the week commencing 11 July. There are six categories with cash prizes, and/or trophies and shields awarded to the winner and runner-up in each category.

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

Alternatively, scan the QR Code for an online Form, or visit www.rustingtonpc.org/rustington-parish-council/gardens-competition/ for further information.

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 1 July.

The Awards will be presented at the Reception following the Council's Annual Civic Thanksgiving Service in September.



2021 Winner 64 Dinsdale Gardens



2021 Winner The Hidden Twitten

Sponsorship of Planters

Whilst a number of floral displays in the Village are sponsored, the Council continues to look for local Businesses, Organisations and Individuals who would be willing to sponsor the cost of planting and maintaining a number of other individual displays.

If you feel that you might be interested in such a sponsorship, please contact the Council Offices for further information in this regard - **01903 786420**.



Grant Aid to Local Groups and Organisations 2022/2023

The Council has funds available to assist local Groups and Organisations.

Applications must be received in the Council Offices by no later than 1 June 2022.

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.

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Annual Report from the Chairman of the Council (2021-2022)

- Councillor Mrs Alison Cooper

Rustington Parish Council Newsletter Issue No. 73 - Spring 2022



Following my election as Chairman of the Council in May last year, this being the first year of my second term having previously been Chairman from 2015 to 2017, I am delighted to be able to present my Annual Report, which will cover the year from 1 April 2022 to 31 March 2022, and the current financial year going forward.

We are all now living in very different, and extremely challenging times, following the fall-out from, and savage consequences of, the Covid-19 Pandemic, and the tragic and very worrying conflict in the Ukraine. So, the light that we thought we could all see at the end of a very long and dark tunnel, still doesn't seem to be any closer. But, as the majority of Nations in the World stand strong together in condemning the horrific action against Ukraine we must hope upon hope that this will come to an end very soon, with no more devastation, loss of life, hardship and heartache for, both the Ukraine and Russian people.

Once again, I feel extremely honoured to hold the position of Chairman, and the past 11 months have, whilst being quieter than I recall, been interesting as the Council has, once again, been able to operate and provide its full range of services for the benefit of the Community of Rustington. The Council is very much looking forward to the next year, and I pledge to continue to serve the Parishioners, to the best of my ability until my current term of office ends on 23 May 2022 and beyond, in my role, whether it be as Chairman or as an ordinary elected Member of the Parish Council.

I would to thank my Vice-Chairman, Councillor Graham Tyler, who has supported me without question, and to all other Members of the Council, who work conscientiously on a daily basis for the benefit of the Village, attending many Meetings during the year, and often having to make difficult decisions. Your commitment is much appreciated.

Secondly, I would like to thank all of the Council's personnel, who have ensured that the Council's services continue to be delivered professionally and most effectively to an exceptionally high standard, and throughout the past two years, in particular. Whilst the Council's facilities were closed during enforced 'Lockdown' periods, its services continued to be delivered, as far as practicably possible, without fail. All members of personnel returned to their workplaces as soon as the appropriate Government Restrictions were lifted, and the Council is most grateful to them all for their conscientiousness, flexibility and dedication.

Carole Ward, our Clerk, heads up the Team, as she has done for many years, 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-today 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 goes to all of the Team.

I would also like to thank the County and District Councillors who have represented Rustington during the last financial year, alongside myself at County Hall is Roger Elkins and Dr James Walsh together with District Councillors Shaun Gunner and Will Tilbrook, plus our own dual-hatted District Councillors Jamie Bennett and Pauline Gregory. I know we all endeavour to ensure the Council is completely up to date on all matters Rustington related.

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 2022, and the current year ending 31 March 2023.

I will also provide you with a brief outline of the roles of the Council's Committees.

During the year from 1 April 2021, projects and works included:-

- A new/replacement Mobile Public Toilet Unit, Disabled Ramp, Steps, Gate, Fencing and Signage, southern end of Broadmark Lane
- Replacement of four defibrillators, plus two new units at the Samuel Wickens Centre and Woodlands Recreation Ground, together with protective cabinets
- Comprehensive Tree Survey, Identification Marking of all Trees maintained by the Council, plus all necessary works
- Upgrading of remaining lighting columns in The Woodlands Centre Car Park and along Footpath
- · Purchase of a new Trailer
- Redecorating of areas in Public Toilet Units, The Woodlands Centre and Samuel Wickens Centre
- Roof Repairs at the Youth Centre
- Upgrading with LED Lighting in areas of the Youth Centre
- Purchase of two new Public Seats
- Further enhancement of the Christmas Lighting Scheme in the Village
- The continuation of the Number 12 Bus Service.

In 2022, the three 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 The Woodlands Centre and a Gold Award for the previous Broadmark Lane Mobile Unit. A 'Washroom Cleaner of the Year' Award was also received. Hopefully, with the new Unit now fully operational, we can make it a 'Hat Trick of Platinum Awards' this year, which would be most appropriate for 2022.

Biffa is now well established as the Council's Toilet Cleansing Contractor, and all Units are open on a 7 day per week basis, with longer opening hours from 1 May to 30 September. The Public Toilet Unit in the Church Hall Car Park in The Street, was closed at the end of March 2021, initially for a period of 12 months, although it was anticipated that this might be a permanent closure. However, following an approach to Arun District Council, which was strongly supported by our own District Councillor and Leader of the Council, Councillor Shaun Gunner, this building was included in its bid for 'Changing Places' Toilet Units across the District, and it was recently announced that it has been successful with its bid. It is hoped that work will soon be able to commence on reconfiguring the building to accommodate the installation of a Changing Places Toilet Unit, which will be a much-welcomed and extremely important facility for the Village.

In advance of the Queen's Platinum Jubilee Official Weekend of Events from 2-5 June this year, the Council has been working with local Groups, Clubs, Businesses and Organisations to ensure that a comprehensive Programme of Events takes place in the Village over the weekend. The Council has set aside a sum to provide financial support for Events and to decorate all of its facilities in the correct theme, with a major portion being used to purchase Commemorative Medals for presentation to all of the pupils at the three Primary Schools in the Village.

The 'main' Event, the Littlehampton and District Lions Club's Street Fayre in the centre of the Village, will take place on Saturday 4 June, and this will be followed by a 'Jubilee 'Prom' Concert in the evening here in The Village Memorial Hall, but there are a large number of other fantastic Events being organised, too many to mention here. The Museum will also be commemorating this extremely important event by having a 'Jubilee' Exhibition from the beginning of May,

show casing the Village's celebrations throughout the Queen's reign.

The Official Programme of Events is currently under production and will be delivered to every household in the Village with the Council's Annual Newsletter in May. Arrangements will also be being made for supplies to be available in the Information Centre at the Samuel Wickens Centre, the Council Offices, on the Website and via a QR Code.

The Council's Annual Civic Thanksgiving Service and the Remembrance Sunday Parade and Service were successfully held in September and November respectively but, unfortunately, due to Government Guidance/Restrictions in respect of the Covid-19 Pandemic, the Community Carol Concert was, once again, cancelled. It is anticipated that 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 2021 and 31 March 2022, follows my Report in this Newsletter.

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

Leisure and Amenities

Thank you to Councillor Jon Street who is coming to the end of his first year as 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 up to February of this year. The position of Chairman has recently been filled by Councillor Jon Street.

Whilst Councillor Warren is currently on an approved Leave of Absence from Council Meetings, he still provides comprehensive observations on all applications in Rustington, to aid the Committee in its deliberations.

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, Jon 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 continuing to oversee the management of the three Allotment Sites in the Parish, to a very high standard.

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.

A major review of the Emergency Plan was undertaken by the Committee, in August 2021, when the Covid-19 Pandemic and possible similar future emergency situations were addressed. At that time additional information in respect of social media, location of defibrillators and more detailed risk assessments were also incorporated within the Plan.

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.

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Annual Report from the Chairman of the Finance and General Purposes Committee (2021-2022) - 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 2022 and for the current financial year ending 31 March 2023.

We are now at the beginning of a new financial year which, it is hoped, will see the continued trend of a more 'normal' existence for us all. The past year has, once again, seen challenging times for the Council's finances, but its entire operation has remained fully operational throughout, and all of its facilities have been 'open for business as usual' since the beginning of August 2021.

At this point, I would like to express my sincere gratitude to the Council's personnel for working unceasingly throughout the Covid-19 crisis, albeit for periods on a remote basis from home, for almost two years.

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.

The Council's Facebook Page and Website always provide a comprehensive scope of most useful, and certainly relevant local information, which is updated on an almost daily basis, which has proved to be invaluable, and continues to be, to so many of our Parishioners, as well as many people not resident in the Village.

With a reduced annual rental and hiring income, the Council has continued 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. The No. 12 Bus Service has been retained on a fully operational basis, courtesy of the four-way partnership with Compass Travel, Store Property Investments Limited, the Rustington Chamber of Trade and Commerce and the Parish Council.

Whilst this has been an unparalleled period for the Council's operation which, it is anticipated, may well continue to a lesser degree, in the next financial year, it has again maintained all of the services that it provides for the benefit of the local community and visitors to the Village.

And now for the good news.....the 2022/2023 Precept has been able to be set at the same level as for the last two financial years, namely at £690,000.00. This, in effect, represents a small reduction on the Annual Parish Council Tax.

As I stated last year, the Council remains extremely pro-active, providing exceptional value for money, whilst always being conscious of the financial constraints it faces and the burden its expenditure might place on its Parishioners.

In my Report last year, I touched on the Council's Wish List of Projects, which is now formally known as its 'Rolling Programme of Works and Possible Capital Projects'. Some of the more affordable Projects have come to fruition over the past year, including the replacement Mobile Public Toilet Unit, with a new disabled ramp, entry steps and fencing, etc., in Broadmark Lane, the soon to be installed items of equipment in the Play Area, to replace those that were no longer 'fit for

purpose', the upgrading of lighting to LED in the Youth Centre, the purchase of a Bowser and Generator and upgrading of lighting in the Woodlands Centre/ Recreation Ground Car Park.

Other Projects being progressed, but as yet not realised, include the replacement of external fire exit doors in the Youth Centre, the refurbishment of the Kickabout Area, the installation of a new upgraded CCTV System for The Woodlands Centre and its external areas and new Noticeboards for the Village.

The Council is also in the very early stages of progressing a major overhaul of The Woodlands Centre, which will see it being future proofed for the benefit of the coming generations of Rustington. With some £200,000.00 plus capital funding available from the proceeds of the sale of Church Farm Cottages (the old Museum), it is anticipated that a phased Project can be progressed, for which it will be necessary to secure additional funding. and this has already been, and will continue to be, the subject of much deliberation over this, the final year in the current Council's Term of Office.

I know that I am repeating myself, again, but 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.

Whilst we all know that 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 Net Expenditure - Years Ending 31 March 2022 and 31 March 2023

	Income Rustington Museum Expenditure Income	13,200 94,600 49,465 201	19,650 86,132 47,352 201	13,200 95,200 51,900 201
	Expenditure		•	
	Samuel Wickens Centre Expenditure Income	59,505 25,000 34,505	56,542 24,000 32,542	60,600 28,000 32,600
Finance & General Purposes Committe	e Expenditure Income	342,750 250 342,500	355,189 15 355,174	370,150 20 370,130
Allotments Committee	Expenditure Income	7,550 5,700 1,850	6,450 5,500	8,000 5,500 2,500

Council Members' Attendance Record - April 2021 - March 2022

Member	Cou Possible		Allotn Possible		Finance & Gen Possible	eral Purposes Actual	Leisure & Possible		Plan Possible		Emergency Planning Possible Actual		
Bennett	10	4	4	2	12	3	4	3	15	5	1	0	
Broomfield (Mrs)	10	10	4	4	12	11	-	-	-	-	1	1	
Broomfield	10	10	4	4	12	11	-	-	1	0	1	1	
Callaghan	10	3	4	2	-	-	-	-	-	-	1	1	
Ceiriog-Hughes	10	4	4	3	-	-	-	-	16	13	1	1	
Clayden	10	8	-	-	12	8	-	-	-	-	-	-	
Cooper (Mrs)	10	9	4	1	12	10	4	3	16	12	1	1	
Cooper	10	9	-	-	12	10	4	3	16	7	-	-	
Gregory	10	9	-	-	-	-	4	3	1	1	1	0	
Grevett	10	7	4	3	-	-	-	-	16	8	1	0	
Partridge	10	9	4	4	12	11	4	3	16	14	-	-	
Revell	10	7	-	-	-	-	-	-	-	-	-	-	
Rogers	10	9	-	-	12	11	4	4	-	*2	-	-	
Street	10	5	1	0	1	1	4	3	16	10	-	-	
Tyler	10	10	3	0	12	12	4	2	15	2	1	0	
Warren	10	3	-	-	12	4	4	2	16	14	-	-	

^{*}Non-Committee Member

Meetings

Parish Council Meetings are held on the fourth Monday of each month (apart from August and December) commencing at 7.15 pm in the John de Bohun Room at The Woodlands Centre.

Members of the public are welcome to attend all Meetings and time is set aside before each Council Meeting commences at 7.00 pm, to provide the opportunity to pose questions.

The Agendas for all Meetings are displayed at the Library, on Village Noticeboards and on the Council's Website.

Meeting Dates June to September 2022

Mon 13 June Planning

Mon 13 June Leisure & Amenities

Mon 27 June Finance & General Purposes

Mon 27 June COUNCIL Mon 27 June Planning

Mon 18 July Allotments Mon 18 July Planning

Mon 25 July Finance & General Purposes

Mon 25 July COUNCIL

Mon 1 Aug Leisure & Amenities

Mon 15 Aug Finance & General Purposes

Mon 15 Aug Planning

Mon 15 Aug Emergency Planning

Mon 12 Sept Planning

Mon 26 Sept Finance & General Purposes

Mon 26 Sept COUNCIL

Councillors' Surgeries

The Council holds its Quarterly Surgeries to give members of the local community the opportunity to meet with a Parish, District and County Councillor to air their views in respect of the way in which the Parish is managed, maintained and enhanced, and to raise any other issues of interest or concern.

The next Surgery is being held in Rustington Library (Claigmar Road) from 10.30 am to 12.30 pm on Saturday 11 June.

Your Parish Council

Chairman Mrs A B Cooper (East Ward)

alisoncooper@rustingtonpc.org

Vice-Chairman G M Tyler (East Ward)

grahamtyler@rustingtonpc.org

East Ward

Mrs K A Callaghan enquiry@rustingtonpc.org

J E Ceiriog-Hughes johnceiriog-hughes@rustingtonpc.org
Ms M E Revell mariarevell@rustingtonpc.org

P D Warren enquiry@rustingtonpc.org

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M E Broomfield michaelbroomfield@rustingtonpc.org
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West Ward

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Mrs C P Broomfield christinebroomfield@rustingtonpc.org

A J Cooper andycooper@rustingtonpc.org

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R S Grevett bobgrevett@rustingtonpc.org

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J W A Street jonstreet@rustingtonpc.org

West Preston Ward

D E Rogers donrogers@rustingtonpc.org

Clerk of the Council

Mrs Carole Ward caroleward@rustingtonpc.org

NUMBER 12 BUS

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