

RUSTINGTON PARISH COUNCIL

MINUTES: of the Annual Meeting held on 18 May 2026

PRESENT: Councillors J Bennett, Mrs C Broomfield, M Broomfield, J Ceiriog-Hughes, Mrs A Cooper, A Cooper, R Grevett, G Lee, Ms M Revell, D Rogers, Mrs C Stevens, J Street and P Warren

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

119/26 NEW MEMBER - COUNCILLOR JON STREET

The Chairman, on behalf of the Council, welcomed Councillor Jon Street to his first Meeting as a co-opted Member of the Council. He acknowledged the fact that Councillor Street had diligently served on the Council before, having actually been Chairman from 2019 to 2021, and he had continued to support the Council's community events up to the present date.

120/26 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs Gregory (Personal), Ms Lloyd (Personal) and Mrs Partridge (Personal). These apologies were accepted by the Council.

121/26 ELECTION OF CHAIRMAN

It was Proposed and Seconded that Councillor Cooper be elected Chairman of the Council until the Annual Meeting in 2027.

The Council RESOLVED that Councillor Cooper be elected Chairman of the Council until the Annual Meeting in 2027.

122/26 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Cooper thanked the Members of the Council for electing him and said that it was a great honour to be able to serve as Chairman of the Council for his fourth Term of Office. He also thanked Councillor Lee for doing such an excellent job during his term as Vice-Chairman of the Council.

He then made and subscribed to the Declaration of Acceptance of Office.

123/26 ELECTION OF VICE-CHAIRMAN

It was Proposed and Seconded that Councillor Lee be elected Vice-Chairman of the Council until the Annual Meeting in 2027.

The Council RESOLVED that Councillor Lee be elected Vice-Chairman of the Council until the Annual Meeting in 2027.

124/26 DECLARATIONS OF INTEREST

There were no declarations of interest by Members.

125/26 DISTRICT COUNCILLORS

Apologies for absence had been received from Councillors Ms Edwards and Gunner.

Councillor Mrs Cooper said that there was not really anything of significance to report on, and she then asked Members if they had any questions regarding District Council matters, and responded to them, as follows:-

- **New Waste Collection Services:-**
 - Teething problems ongoing
 - Some bins still not delivered
 - Old bins awaiting collection
 - Bins for blocks of flats still not delivered, much confusion surrounding this - Has schedule for delivery of those bins been updated?

The Council acknowledged that this initiative had been a huge undertaking for the District Council and its Contractor, Biffa, and was now, hopefully, nearing its conclusion.

The Council NOTED the above information and the Chairman thanked Councillor Mrs Cooper for her attendance and for responding to the questions raised as far as practicably possible.

126/26 COUNTY COUNCILLORS

The Chairman congratulated Councillor Mrs Cooper on her re-election as the County Councillor responsible for the majority of Rustington.

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

- Full Council Meeting - 22 May 2026 - New Administration to be set in place - Likely that Liberal Democrats/Greens/Labour will take over - Independent Member from Selsey will be nominated for Chairman, but nomination for Vice-Chairman not yet known - Will provide full update at the next Meeting regarding the Cabinet
- An Ofsted Inspection might be taking place quite soon
- Devolution - First Mayoral Inaugural Meeting took place at the beginning of May - New Officer Teams to be formed, using Officers elevated from existing teams, which will likely have an impact on existing services even though Mayoral Election is not until 2028 - Will be very confusing for the public
- Local Government Re-organisation - Central Government refused options put forward for Sussex - Now undertaking a second Technical Consultation - Structure change scheduled for November but is likely to be moved back to January 2027, or will have to be rushed through - No financial figures available for the Government's preferred option - Very disappointing because all West Sussex Authorities worked together - New consultation period to end on 15 June 2026.

Councillor Bennett asked who was paying for the Mayoral transition for the next two years, prior to the election in 2028, and for the one-year Shadow Council. Councillor Mrs Cooper said that she would ask the question and hopefully be able to provide Councillor Bennett with an informed response.

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

APPOINTMENT OF STATUTORY AND STANDING COMMITTEES

The Council RESOLVED that Committees be appointed until the Annual Meeting in 2027 as follows:-

(a) Allotments Committee

Councillors Mrs C Broomfield, M Broomfield, J Ceiriog-Hughes, R Grevett, Mrs S Partridge, Ms M Revell, Mrs C Stevens, A Cooper (ex-officio) and G Lee (ex-officio) plus one representative from the Rustington Horticultural Association (*Optional*)

(b) Finance and General Purposes Committee

Councillors J Bennett, Mrs C Broomfield, M Broomfield, Mrs A Cooper, Mrs S Partridge, D Rogers, P Warren, A Cooper (ex-officio) and G Lee (ex-officio)

(c) Leisure and Amenities Committee

Councillors J Bennett, J Ceiriog-Hughes, Mrs A Cooper, Mrs P Gregory, Mrs S Partridge, D Rogers, Mrs C Stevens, J Street, A Cooper (ex-officio) and G Lee (ex-officio)

(d) Planning Committee

Councillors J Bennett, Mrs A Cooper, R Grevett, Ms M Revell, Mrs C Stevens, P Warren, A Cooper (ex-officio) and G Lee (ex-officio)

One Vacancy held in abeyance

The Council RESOLVED that authority be delegated to this Committee to act between Meetings of the Council in view of the need for urgency in dealing with the weekly lists of Planning Applications

(e) Emergency Planning Committee

Councillors J Bennett, Mrs C Broomfield, M Broomfield, J Ceiriog-Hughes, Mrs A Cooper, Mrs P Gregory, R Grevett, A Cooper (ex-officio) and G Lee (ex-officio)

APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

The Council RESOLVED that the following Representatives be appointed to serve on Outside Bodies until the Annual Meeting in 2027:-

(a) Arun District Association of Local Councils

Councillors A Cooper, Mrs A Cooper and G Lee (Reserve)

(b) Remembrance Sunday Parade and Service Group

Councillors J Bennett, Mrs A Cooper, Mrs P Gregory and G Lee

(c) Rustington Chamber of Trade and Commerce

Councillors M Broomfield and Mrs C Stevens

(d) Rustington In-Bloom Committee

Councillors Mrs C Broomfield, M Broomfield, Mrs A Cooper, G Lee and Mrs S Partridge

(e) **Rustington Sports and Social Club Management Committee**

Councillors J Street (Member), A Cooper (Deputy) and G Lee (Deputy)

(f) **West Sussex Association of Local Councils**

Councillors A Cooper, Mrs A Cooper and G Lee (Reserve)

129/26

APPOINTMENT OF INTERNAL WORKING PARTIES

The Council RESOLVED that the following Members be appointed to serve on Internal Working Parties until the Annual Meeting in 2027, unless otherwise indicated:-

(a) **Arun District Council/West Sussex County Council - Possible Transfer of Assets**

Councillors J Bennett, Mrs A Cooper, A Cooper, R Grevett, G Lee, D Rogers and P Warren

(b) **Climate Change**

Councillors J Bennett, J Ceiriog-Hughes, Mrs C Stevens and J Street

(c) **Community Transport**

Councillors J Bennett, Mrs A Cooper, A Cooper and D Rogers

(d) **Council Priorities**

Councillors J Bennett, Mrs A Cooper, J Ceiriog-Hughes, D Rogers and P Warren

(e) **IT/Website**

Councillors J Bennett, Mrs A Cooper, Mrs C Stevens, J Street and P Warren

(f) **Neighbourhood Plan Review**

Councillors J Bennett, Mrs A Cooper, G Lee, D Rogers and P Warren

(g) **Parishioners' Award**

(Biennial - Appoint in May 2027 for 2028 Award)

(h) **Review of Youth Provision**

Councillors J Bennett, Mrs A Cooper, A Cooper and Mrs C Stevens

(i) **Rolling Programme of Works and Possible Capital Projects**

Councillors J Bennett, J Ceiriog-Hughes, Mrs A Cooper, A Cooper, R Grevett, G Lee, Mrs S Partridge, Ms M Revell, D Rogers and P Warren

(j) **Section 106/CIL Funding**

Councillors J Bennett, Mrs A Cooper, A Cooper, G Lee and P Warren

(k) Zachary Merton Hospital and Land

Councillors J Bennett, Mrs C Broomfield, M Broomfield, Mrs A Cooper, Mrs P Gregory, R Grevett and D Rogers

130/26 MINUTES

The Minutes of the Monthly Meeting held on 27 April 2026 were signed by the Chairman as a correct record.

131/26 SUSSEX POLICE

An apology for absence had been received from PCSO Raju.

(a) Matters Arising

The Clerk advised that, on receipt of notification from Councillor Mrs Cooper, the Deputy Clerk had recently reported an anti-social behaviour incident to the Police, whereby a motor bike was being driven on the Woodlands Recreation Ground.

Councillor Lee reported that there had been 98 reported crimes in March, which were mainly shoplifting and violence/sexual offences. He said that many of the violence/sexual offences' crimes were often minor.

He referred to incidents of indecent assaults that had taken place on the travelator at the Sainsburys Store in Rustington. He said that PCSO Raju was instrumental in the arrest of the suspect, who was currently on bail with conditions not to go near the venue.

He then said that PCSO Raju had advised that for the current month, there had been 14 anti-social behaviour incidents, 11 thefts - shoplifting in the main and 3 incidents of criminal damage.

Councillor Mrs Cooper then provided an update on the Church Road access problems, whereby a property owner in Church Road was using intimidating and threatening behaviour to prevent personnel from the Veterinary Surgery from leaving their place of employment, in their vehicles, by physically blocking/obstructing their access. She said that she had spoken to Sergeant Johnson and was hoping that a Community Protection Notice or similar might now be issued in this regard.

The Council NOTED this information.

132/26 CLERK'S REPORT

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

133/26 CHAIRMAN'S REPORT

The Chairman said that he had nothing to report at the present time.

134/26 PLANNING COMMITTEE

The Council NOTED the Report of the Planning Committee Meeting held on 27 April 2026.

135/26 FINANCE AND GENERAL PURPOSES COMMITTEE

The Council received the Report of the Finance and General Purposes Committee Meeting held on 18 May 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 18 May 2026 be APPROVED.

136/26

FIDELITY GUARANTEE INSURANCE (FRAUD AND DISHONESTY)

The Clerk reported that the Council had, for many years, followed historic advice from the External Auditors, that the level of Fidelity Guarantee Insurance cover should equate to a minimum of half of the Precept plus the total balances held at the end of the previous financial year.

She advised that, taking account of the estimated end of year balances held, plus half of the Precept, (£732,393.96 plus £412,500.00), the level of cover should amount to some £1,144,893.96.

She reminded the Council that the level of Fidelity Guarantee Insurance cover held by the Council had been increased to £782,000.00 in 2025. She said that the Insurers had more recently advised that the Fidelity Guarantee/Employee Dishonesty limit chosen by the Council should be based on the maximum exposed (at risk) funds that it felt could be at risk of employee theft at any one time e.g., 50% of the Precept plus the reserves. However, they had also stated that the Council may feel that the actual 'at risk' funds were exclusive of the remainder of the reserves that were so well protected in hard-to-reach accounts as to not be at risk of theft.

The Clerk then confirmed that the estimated end of year balance of exposed funds as at 31 March 2026 was £719,027.98, which was below the exposed amount of £781,599.26 as at 31 March 2025.

Following a brief discussion, during which it was acknowledged that the current limit of indemnity was sufficient to cover the 'at risk' funds, the Council RESOLVED to make no change to the level of Fidelity Guarantee Insurance at the present time.

The Clerk said that a further review would take place in 2027, once the refurbishment works had been completed at The Woodlands Centre, when the reserves set aside for this Project had been used.

137/26

ASSET REGISTER

The Council considered the Asset Register as at 31 March 2026, which had been previously circulated, and the Clerk reported that this was as up-to-date as practicably possible.

Following a brief discussion, the Council RESOLVED unanimously that the Asset Register as at 31 March 2026 should be APPROVED as a correct record. A copy of the Register is attached and forms a part of these Minutes.

138/26

COUNCIL AND COMMITTEES' TERMS OF REFERENCE

The Council reviewed the Council and Committees' Terms of Reference as presented, and RESOLVED unanimously that the Council and Committees' Terms of Reference be APPROVED.

A copy of the Council and Committees' Terms of Reference are attached and form a part of these Minutes.

139/26

GENERAL POWER OF COMPETENCE

The Chairman referred to Minute 143/25 and said that it was now necessary to re-adopt the General Power of Competence until the Annual Meeting in 2027.

Following a brief discussion, the Council RESOLVED to re-adopt the General Power of Competence until the Annual Meeting in 2027.

140/26

COMPLIANCE WITH GDPR - RE-APPOINTMENT OF DATA PROTECTION OFFICER

The Clerk advised Members that she had received an email from the Council's Data Protection Officer, Mrs M Chaffe, ProcessMatters2, regarding the renewal of the existing Contract for a further year, in the sum of £180.00.

Following a brief discussion, the Council AGREED that Mrs Chaffe should be appointed as the Council's Data Protection Officer for a further 12-month period.

141/26 THE WOODLANDS CENTRE - MAJOR REDESIGN AND REFURBISHMENT PROJECT

The Clerk referred to Minute 107/26 and said that the Deputy Clerk and herself had met with the Project Manager on Microsoft Teams earlier in the day to consider and agree amendments to the draft Pre-Qualification Questionnaire (PQQ) and the Stage 3 (Developed Design)/Early Stage 4 (Technical Design) Summary Report.

She said that a Pre-Qualification Questionnaire and associated documentation was due to be advertised on the Government's 'Find a Tender' Website by 26 May 2026 for a period of three weeks. The Council's appointed Quantity Surveyor would then be undertaking the PQQ Assessment. The five best scoring responses to the questionnaire would then be invited to submit a full Tender Application.

She advised that it was anticipated that the decision as to the successful Tender would be made by the Finance and General Purposes Committee, on behalf of and authorised by the full Council, at its Meeting on 17 August 2026. The Contractor concerned would then be notified, prior to a 10-day standstill period, and then the Contract would be awarded to start no earlier than 21 September 2026.

She then referred to Councillor Warren's suggestion at the last Meeting for the reconfiguration/refurbishment of the Roger Montgomeri Room to be undertaken as part of the first stage of the Project, when the Village Memorial Works were being undertaken.

She said that having discussed this further with the Museum Management Team and the Project Manager, it was now clear that further additional costs and sequencing would be issues. She also referred to the fact that it was not just a question of moving all of the artefacts, but also dismantling and re-assembling all of the racking system, and the Museum Management Team were already planning how to address and store everything in the correct environmental conditions, utilizing the Council's storage area at Fishbourne, the garage and a possible external self-storage facility, if necessary.

Following a further discussion, the Council NOTED this information and RESOLVED that, in the absence of a Council Meeting in August 2026, the Finance and General Purposes Committee be AUTHORISED to make the decision in respect of the successful Tender at its Meeting on 17 August 2026.

142/26 RUSTINGTON IN-BLOOM

Councillor Lee said that the Committee was going from strength to strength. He reported that two of the newly constructed wooden planters would soon be being installed in Sea Lane, with summer bedding. He also referred to the railing planters in North Lane and said these were still looking very healthy but would also be being replanted soon.

He said that the Plant Sale outside of The Quill on 9 May 2026 had been extremely successful, raising almost £400.00. He said that there were several other Projects being planned.

The Chairman then referred to the Committee's plans to clear and plant up an area in the brick bed under a tree near Churchill Court. He expressed his sincere appreciation to all members of the Committee for all of their hard work and efforts to improve the aesthetic appearance in areas outside of the Village Centre. The Clerk then referred to the Committee's desire to install additional planters on the public highway at various locations in the Village and advised that an application for a Licence had been applied for from West Sussex County Council by the Council. She said that Ferring Nurseries had indicated that they would be prepared to water the planters during the Summer months at no additional cost, if the Council was happy for them to do so as an extension to the current Contract. She advised that the In-Bloom Committee would be wholly responsible for the installation of the planters on the public highway, together with all planting and future maintenance.

Following a brief discussion, the Council AGREED that the watering of the above-mentioned planters could be undertaken by Ferring Nurseries as an extension to the current Contract.

It was further AGREED that the In-Bloom Committee should be asked to ensure that adequate insurance cover was in place both in respect of damage and public liability for all of their planters, but in particular, those on the public highway.

**143/26 75TH ANNIVERSARY OF THE FESTIVAL OF BRITAIN MUSICAL CONCERT -
13 JUNE 2026**

The Clerk referred to Minute 109/26 and advised Members that the tickets for the 75th Anniversary of the Festival of Britain Musical Concert had been released to the public on 1 May 2026 and were now almost 'sold out'.

She reminded the Council that contributions of alcohol, chocolates or biscuits for the Lucky Programme Draw would be most gratefully received.

The Council was pleased to NOTE this information.

144/26 FUTURE OF ZACHARY MERTON HOSPITAL AND LAND

The Chairman referred to Minute 112/26 and reminded the Council that the Public Meeting being held on 21 May 2026 was, in the main, being organised by Mrs Alison Griffiths, MP, but hosted and facilitated by the Parish Council. He said he understood that the number of constituents booked to attend had almost reached capacity, for this extremely important Meeting. He said that the Chairmen of both the Angmering and East Preston Parish Councils would be attending as his personal guests, as they were not residents in Mrs Griffiths' Constituency.

The Deputy Clerk then provided the Council with full details of the arrangements that had been made by the Office of Mrs Griffiths, MP, for the Meeting.

The Council NOTED this information.

The Meeting was then ADJOURNED at 8.05 pm to allow Mr Seear, a Parishioner, to address the Council in connection with the future of the Hospital and associated land.

The Meeting RESUMED at 8.17 pm with the same attendance as before.

**145/26 ARUN DISTRICT COUNCIL - TOWN AND PARISH COUNCIL'S CLIMATE
CHANGE GROUP MEETING**

The Clerk said that she had previously circulated an email received from the Project Support Officer, Climate Change.

She said that Councillor Mrs Stevens would be representing the Council at the next Meeting of the Town and Parish Climate Change Group Meeting on 20 May 2026. She said that the purpose of the Meeting was to provide an opportunity for any recent progress, challenges or lessons learned to be shared, and would also include an introduction to Arun's new Habitat Banking Project Officer and the work they were leading on.

The Council conveyed its thanks and appreciation to Councillor Mrs Stevens for her continued hard work in this regard and NOTED the above information.

**146/26 ARUN DISTRICT COUNCIL - LOCAL CYCLING AND WALKING
INFRASTRUCTURE PLAN (LCWIP) PHASE 2 BRIEFING**

The Clerk said that she had previously circulated an Invitation received from the Principal Planning Officer (Policy & Conservation), to attend a Briefing Session via Microsoft Teams on 9 June 2026 at 6.00 pm.

She said that the District Council and Ethos Consultants were currently preparing a Local Cycling & Walking Infrastructure Plan (LCWIP) for the District, and were inviting representatives from Town/Parish Councils to the Briefing Session, which would detail some of the proposed cycle routes and walking zones that would form part of the phase 2 consultation. She advised that the Plan would identify priority walking, wheeling, and cycling routes across the District and support future investment in sustainable travel and would also look at how to improve and encourage active travel for all users within Arun, including those with mobility difficulty.

Following a brief discussion, the Council RESOLVED that Councillor Lee should attend the aforementioned Briefing on behalf of the Council.

147/26 ARUN DISTRICT ASSOCIATION OF LOCAL COUNCILS (ADALC) - SUMMARY OF MEETING - 12 MAY 2026

The Chairman reminded Members that the Clerk had previously circulated a Summary of the Meeting held on 12 May 2026, as follows:-

The Meeting covered Arun District Council's current priorities, including its corporate vision, recycling rollout, biodiversity work, funding programmes, local government reorganisation, planning changes, flooding, policing, and parish collaboration.

The Council's vision is being reviewed because future structures are uncertain, especially with local government reorganisation expected to take effect around 2028. The vision remains focused on making the district a better place to live, work and visit, with priorities around wellbeing, housing, environment, economy and core council foundations.

*A major part of the discussion focused on the new waste and recycling service. The food waste rollout has had teething problems, including missed collections, bin delivery issues and pressure on the call centre, but early results were positive, with **365 tonnes of food waste collected in the first three weeks**. Parish councils were asked to help residents use the service properly and direct people to official guidance. There was discussion about neighbours sharing bin space by agreement, but clarification is needed before parishes promote this publicly.*

*The Council has adopted a new **five-year biodiversity action plan**, and officers may be available to present it to parish councils.*

Funding was discussed, including the UK Shared Prosperity Fund, support for local businesses, and the £20 million Pride in Place funding for Wick and Toddington, managed through a community board.

*A large section covered **local government reorganisation**. The original proposal supported by districts was for two unitary authorities in West Sussex, but the Government is now consulting on a modified coastal/rural model. Concerns were raised that the Government's option lacks supporting financial evidence, may not stack up, and could weaken local identity or financial viability. Parish councils were encouraged to respond to the consultation.*

There was concern about how parishes will fit into future unitary arrangements, especially if services such as toilets, car parks or libraries are passed down. The key point was that any transferred responsibility must come with proper funding.

Planning changes were also discussed. Government changes mean parish objections may no longer automatically trigger committee consideration. Parishes were concerned that their comments may still be read but not transparently weighed. A follow-up with planning officers was suggested.

Other matters included flooding, coastal concerns, possible water management issues, policing meetings with Inspector Ross Wickens, and antisocial behaviour/shoplifting updates.

The Meeting ended with agreement that future Meetings should ideally be physical or hybrid, with another Meeting suggested for September, possibly involving MPs and focused on planning, NPPF concerns, Parish collaboration and local government reorganisation.

Cllr Andy Cooper

Councillor Mrs Cooper, who had also attended the Meeting, then reported further on the Meeting and referred to Local Government Reorganisation, in particular. She said that she had relayed the advice that the Council had received from the Chief Executive of the Cornwall Association of Local Councils earlier in the year.

The Council NOTED this information.

148/26 ARUN DISTRICT COUNCIL - UPDATE ON LOCAL GOVERNMENT REORGANISATION - SECOND CONSULTATION

The Clerk said that she had previously circulated an email received from Dawn Hudd, Chief Executive Officer, together with the May 2026 issue of Shaping West Sussex, a copy of which is attached and forms a part of these Minutes.

She said that the Government had now launched a second phase of consultation on the options for Local Government Re-organisation across Sussex, which would close on 15 June 2026.

During the discussion that ensued, Members were urged to respond to the Consultation, and the Council AGREED to NOTE the information received.

149/26 EXCLUSION OF THE PUBLIC AND PRESS

The Committee, 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.

150/26 PARISHIONERS' AWARD

The Council considered the Report of the Working Party Meeting held on 14 May 2026.

Following a detailed discussion, the Council RESOLVED that:-

- (a) The Individual Parishioners' Award for 2026 should be awarded to Mr Peter Cavell, in recognition of his outstanding and unceasing service, commitment and dedication to the Rustington Residents' Association for the benefit of the Community of Rustington for many years
- (b) The 2026 Parishioners' Award in respect of a Group/Organisation be awarded to ArtWorks, in recognition of the Group's invaluable contribution to facilitating social inclusion for the health and well-being of the community of Rustington, via creative art activities
- (c) The recipients of the two Awards should be announced immediately with the Presentations being made at the Reception following the Annual Civic Thanksgiving Service on 20 September 2026
- (d) The Awards should, in future, be made on a biennial basis, with the next nominations being invited for consideration in 2028.

The Clerk reminded Members that as previously agreed, the recipient of the Individual Award will receive the dedicated Austen Beard Trophy, and both the Individual and Group Winners will also receive £100.00, together with a commemorative dish or trophy, suitably engraved, or a personalised scroll, to keep as a memento.

151/26 DOCUMENTS AND PUBLICATIONS CIRCULATED

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

- (a) Arun District Council - Arun News Release - 1 May 2026 and 5 May 2026
- (b) CAGNE - May Bulletin
- (c) East Preston Parish Council News - 1 May 2026, 8 May 2026 and 14 May 2026
- (d) National Association of Local Councils - Chief Executive's Bulletin - 30 April 2026, 7 May 2026 and 14 May 2026
- (e) National Health Executive - The Future of NHS Trust: Accountability, Patient Voice & Digital Transparency
- (f) Public Sector Network Newsletter - April 2026
- (g) RHS - Community Champions, Caterpillars and Comfey
- (h) Turning Tides - Latest News this May!
- (i) West Sussex County Council - Elections in West Sussex - Residents' eNewsletter - Special Edition
- (j) West Sussex County Council - News Release - 8 May 2026, 11 May 2026 x2 and 13 May 2026

There being no further business the Meeting concluded at 8.20 pm.

Chairman:

Date:

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

Rustington Parish Council

Asset Register to 31 March 2026

RUSTINGTON PARISH COUNCIL - ASSET REGISTER & INSURANCE SCHEDULE VARIANCES AS AT 31 MARCH 2025

Asset Register - Cost/Value Total £ 3,129,123.44 (Total Assets Figure for External Audit)
 Insurance Schedules - Sums Insured £ 7,324,073.00 (excludes £28,782.00 Sports Surfaces) *

	Asset Register	A/R Ins. Value	Insurance Schedules	
Buildings (*excl. see below)	£ 2,322,404.00 *	£ 6,051,211.00 *	£ 6,051,211.00 *	
Street Furniture	£ 258,795.73	£ 388,472.17	£ 388,472.17	
War Memorial (*excl. see below)	£ 5,891.00	£ 42,436.00	£ 42,436.00	
Outside Equipment	£ 6,879.90	£ 7,646.48	£ 7,646.48	
Gates & Fences	£ 25,403.23	£ 43,256.91	£ 43,256.91	
Playground & Sports Equipment	£ 177,335.03	£ 227,275.58	£ 227,275.58	
Office Contents - Council Offices (*excl. see below)	£ 48,831.91 *	£ 56,274.38 *	£ 64,274.38 *	(£8,000 over insured = Items under £500)
General Contents - Woodlands Centre	£ 79,274.68	£ 73,683.23	£ 73,683.23	
General Contents - Youth Centre	£ 13,690.21 *	£ 16,825.25 *	£ 17,825.25 *	(£1,000 over insured = Items under £500)
General Contents - Churchill Toilets	£ 43,260.00	£ 65,899.00	£ 65,899.00	
Collection - Rustington Museum (*excl. see below)	£ 15,000.00	£ 18,317.00	£ 18,317.00	
General Contents - Samuel Wickens Centre	£ 79,814.36 *	£ 103,167.90 *	£ 107,167.90 *	(£4,000 over insured = Items under £500)
Plant & Equipment	£ 44,783.39 *	£ 38,293.10 *	£ 38,293.10 *	
SUB TOTAL	£ 3,121,363.44	£ 7,132,758.00	£ 7,145,758.00	
*Nominal Values	£ 10.00	£ -	£ -	Insurance N/A
*Land (Broadmark Lane Toilets)	£ 5,000.00	£ -	£ -	Insurance N/A
*Maple Walk	£ 2,750.00	£ -	£ -	Insurance N/A
*Churchill Toilets (Buildings Ins.)	£ -	£ 126,828.00	£ 126,828.00	Insured - <u>not</u> owned by RPC
*Chaucery Memorial	£ -	£ 14,853.00	£ 14,853.00	Insured - <u>not</u> owned by RPC
*Canon C356i Printer (Museum)	£ -	£ 1,093.00	£ 1,093.00	Insured - <u>not</u> owned by RPC
*Canon C5560i Printer (Council Offices)	£ -	£ 4,559.00	£ 4,559.00	Insured - <u>not</u> owned by RPC
*Tractor - Ford 1710	£ -	£ -	£ -	Insured under Motor Insurance Policy
*Ford Transit Connect	£ -	£ -	£ -	Insured under Motor Insurance Policy
*Items on loan to Museum	£ -	£ 30,982.00	£ 30,982.00	Insured - <u>not</u> owned by RPC
TOTALS	£ 3,129,123.44	£ 7,311,073.00	£ 7,324,073.00	

Buildings

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Nominal Value	Insurance Value
19/05/1942		Allotment Site	Conbar Avenue	Transfer of Land from ADC to RPC - 27/1/06.	£ 1	TRUE	N/A
21/09/1948		Allotment Site	Worthing Road	Lease from ADC dated 21/9/48 - Tenancy at Will. No rent demanded.	£ 1	TRUE	N/A
25/02/1974		Allotment Site	Penfold Lane	Land Certificate - RPC as owner.	£ 1	TRUE	N/A
23/02/1987		Woodland Park Sportsfield	Station Road Angmering	Lease dated 23/2/87 from WSCC for 28 Years. Rent - £700 pa.	£ 1	TRUE	N/A
	23/02/2015			New Lease with effect from 23 February 2015 for 14 year period - Increased Rent £1,250 to be reviewed at 4 Yearly intervals.			
14/07/1995		Public Toilets	The Street	Transfer of Freehold from ADC. Closed to the public from 1 April 2021 Refurbished as Changing Places Toilet and re-opened 1 May 2024	£ 61,777		£ 166,662
01/04/1994		Public Toilets	Churchill Car Park	Under Lease dated 12/3/96 - 5 Years w/e 1/4/94. No rent demanded (repairing lease).	£ 1	TRUE	N/A
	05/01/2006			New Under Lease on refurbishing Toilets - 10 Years w/e 5/1/06 - ADC progressing new Under Lease - December 2017.			
01/06/1995		Public Toilets	Broadmark Lane	Land Purchased from Southern Water PLC 27/6/07.	£ 5,000		N/A
				Structure owned by RPC.	£ 36,120		£ 106,127
		North Field	Woodlands Avenue	Registered Charity Status.	£ 1	TRUE	N/A
31/12/1927		Recreation Ground	Woodlands Avenue		£ 1	TRUE	N/A
23/02/1987		Woodlands Centre (Village Memorial Hall, Council Offices, Public Toilets)	Woodlands Avenue	Village Hall Lease terminated; Building handed back to Parish Council - 1/1/85. Became The Woodlands Centre and extended.	£ 1,466,441		£ 3,136,613
				Office Extension and Reconfiguration to incorporate Rustington Heritage Centre - 2012. Heritage Centre originally purchased from the Arun District Council on 12/3/2004.			
				Part of land north of The Woodlands Centre leased to Girl Guides for their Headquarters. 50 Years w/e 25/3/90.	£ 1	TRUE	N/A
				Rent reviewed every 5 Years - 25/5/15 - £500 pa, 25/05/20 - £550 pa. 25/5/25 - £600 pa.			
24/11/2003		Youth Centre incl. Groundsmen's Accomodation	Woodlands Avenue	Council paid to have building constructed to replace existing dilapidated Private Club building.	£ 721,000		£ 1,478,453
		Public Toilets	The Woodlands Centre	Included with Woodlands Centre entry.	---		N/A

Not Known		Beach Shelter	Sea Road		£ 37,066		£ 60,856
Not Known		Sports and Social Club	Recreation Ground	Leased from RPC by Rustington Sports & Social Club Management Committee for 20 Years w/e 25/3/84. Rent w/e 25/3/99 - £8,000 pa.	£ 1	TRUE	£ 1,102,500
	25/03/2004			New 20 Year Lease - 25/3/04 - Rent £10,000 pa for the first 5 Years with 5-Yearly Reviews.			
				Rent Reviewed - w/e 25/3/09 - £11,000, w/e 25/3/10 - £11,500, w/e 25/3/11 - £12,000, w/e 25/3/12 - £13,200, w/e 25/3/13 - £13,200.			
				Rent Reviewed for 5 Years - w/e 25/3/14 - £13,200 pa, w/e 25/3/19 - £13,200 pa.			
				New 20 Year Lease - 25/3/24 - Rent £16,500 pa for the first 5 Years with 5-Yearly Reviews.			
				Advised by the Council's Solicitors that building should be insured by the Council and the premium recharged. Desktop valuation carried out.			
Not Known		Land adjoining 20 Maple Walk	Recreation Ground	Licensed to Owner - Year to Year. Rent 5p, if demanded. Agreed encroachment onto Council's land. Valued - January 2004 - No Insurance Value.	£ 2,750		N/A
04/04/2018		Samuel Wickens Centre		Lease dated 4/4/18 from Store Property Investments Limited for 10 Years.	£ 1	TRUE	N/A
				Total	£ 2,330,164		£ 6,051,211

Street Furniture

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
Not Known		Bus Shelters	Station Road	x6	£ 63,840	£ 103,468
			Ash Lane	x1		
			The Street	x2		
			North Lane	x1		
			Sea Lane	x2		
01/01/2001			Sea Road	x1		
01/08/2014			Station Road	x1 (o/s St Joseph's Church).	£ 6,590	£ 9,897
01/06/2016			The Street	x1 Additional Shelter o/s Westcourt Medical Centre purchased and installed.	£ 11,173	£ 15,814
Not Known		Public Seats	Various	73 approximately	£ 58,455	£ 87,720
				Replacement Seats: Feb/Mar-22 - Junction Sea Road/Harsfold Road (£935), o/s La Cucina, The Street (£935), Junction Priory Road/Dingley Road (£757) - Apr/Aug-25 - Broadmark Lane/Junction with Glenville Road (£1,135), Vicinity of No. 2 Windmill Drive (£960)		
01/02/2015			Greensward	x1 Seat	£ 735	£ 1,070
01/10/2016			o/s RSSC	x1 Additional Seat purchased and installed	£ 801	£ 1,123
01/02/2017			Sea Lane	x1 Additional Seat purchased and installed	£ 740	£ 1,036
01/01/2019			North Field	x1 Seat purchased and installed	£ 700	£ 925
01/01/2019			Broadmark Parade	x1 Seat purchased and installed	£ 782	£ 1,031
01/03/2019			o/s 106 The Street	x1 WW1 Commemorative Seat purchased	£ 878	£ 1,159
28/11/2019			o/s 98-100 Sea Lane	x1 Seat purchased and installed	£ 700	£ 890

14/02/2022			o/s 94 North Lane	x1 Seat purchased and installed	£ 1,020	£ 1,222
01/03/2022			Greensward	x2 Seats purchased and installed	£ 1,513	£ 1,813
Jun-22			Greensward	x1 Seat purchased and installed	£ 1,350	£ 1,541
Aug-22 & Sep-22			Broadstrand	x3 Seats purchased and installed	£ 3,700	£ 4,222
Nov-22			Sea Lane	x1 Seat purchased and installed	£ 1,000	£ 1,141
Mar-23			Recreation Ground (North Field)	x1 Seat purchased and installed	£ 1,350	£ 1,541
Apr-23			North Field	x1 Southampton Seat purchased and installed	£ 965	£ 1,020
Jan-24			Westcourt Medical Centre	x1 Southampton Seat purchased and installed	£ 1,135	£ 1,199
Jan-24			Windmill Drive (vicinity of No: 2)	x1 Southampton Seat purchased and installed (Replacement)	£ 960	£ 1,015
Jul-25			Holmes Lane Triangle	x1 Butterfly & Bee Bench Seat purchased and installed	£ 1,694	£ 1,694
Jul-25			Woodlands Avenue (o/s The Quill)	x1 Angel Wings Bench Seat purchased and installed	£ 1,673	£ 1,673
Jul-25			The Street (opposite War Memorial)	x1 VE/VJ 80th Anniversary Bench Seat purchased and installed	£ 1,710	£ 1,710
Oct-25		Southampton Seats x3	Greensward		£ 2,805	£ 2,805
Not Known		Street Lights	Various	44 Columns	£ 22,300	£ 33,140
01/04/2001		Millennium Clock	Rustington Village Centre	Scrapped - Mar-23 - Replaced with Replica Memorial Pillar Clock & Plinth (£6,812)	£ 6,812	£ 7,773
Various		Notice Boards	Various	x2 Replacement Noticeboards The Street & o/s The Woodlands Centre (£4,850.00) - Dec'22 (to be installed)	£ 17,500	£ 26,299
01/10/2014			Council Offices		£ 255	£ 383
Various		Interpretation Board x 4	Various	Recreation Ground (2).	£ 4,635	£ 6,854
				Scrapped x3 (Relisted one item)	£ (4,635)	£ (6,854)
Not Known		Interpretation Board	Greensward		£ 1,159	£ 1,159

01/12/2008		Lamp Column	Community Garden		£ 360	£ 540
01/09/2014		Brick Planters x 2	The Street		£ 4,305	£ 6,462
Not Known		Wooden Planters x 4	Various		£ 2,000	£ 2,999
01/06/2014		Wooden Sculptures x 3	Jnct. The Street & Ash Lane		£ 2,500	£ 3,753
				Including a Memorial Inscription in WW1 Centenary Memorial Floral Bed	£ 500	
2014		Poppy Structures x 6	Abbotswood Corner		£ 2,250	£ 3,259
2014		Boulder (including plinth and surround)	Millennium Clock		£ 3,000	£ 4,505
01/06/2014		Wreath Stands	War Memorial		£ 280	£ 410
				Scrapped - Apr-25	£ (280)	£ (410)
01/04/2014		Cigarette Bins	Various		£ 210	£ 315
01/06/2015		Curved Bench x 2	Broadmark Pde. (o/s Waitrose)		£ 2,210	£ 3,223
01/06/2015		Hexagonal Planter x 2	Broadmark Pde. (o/s Waitrose)		£ 1,650	£ 2,406
01/06/2015		Curved Bench x 2	Broadmark Pde. (o/s Oxfam)		£ 2,254	£ 3,157
01/06/2015		Hexagonal Planter	Broadmark Pde. (o/s Oxfam)		£ 842	£ 1,181
01/12/2015		Village Entry Point Signs x 5	Various		£ 13,000	£ 19,796
01/05/2018		Street Signs	Outside SWC		£ 655	£ 866
2014/2015		Entente Florale Europe Memorial	Millennium Clock			£ 11,623
Aug-24		Lampposts x 4	Recreation Ground (Car Park)	Replacement of damaged Columns	£ 4,681	£ 4,821
May-25		MUGA Signs	Recreation Ground		£ 270	£ 270
Sep-25		Flagpole, Gold Finial & Halyard System	Methodist Church Gdns (b/hind War Memorial)	Replacement of damaged Flagpole	£ 1,820	£ 1,820

Oct-25		Wreath Wiring Kits x9	War Memorial		£ 1,995	£ 1,995
				Total	£ 258,796	£ 388,472

War Memorials

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
08/02/1956		War Memorial	The Street	Site Leased from Methodist Church - 99 Years w/e 8/2/56. RPC responsible for maintenance.	£ 5,891	£ 42,436
				Total	£ 5,891	£ 42,436

Outside Equipment

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
Feb-22		DefibSafe 2 Defibrillators and Carry Cases (6)	Sea Avenue, Princess Marina House, W/C, SWC	Serial Numbers: G1T33D450, G1T33D390, G1T37K056, G1T37K053	£ 4,770	£ 5,092
			Seafront Shelter, Churchill Toilets	Serial Numbers: G1T37K024, G1T37K015 - (£795.00 each)		
Dec-14		Cabinet			£ 250	£ 419
May-22		External Defibrillator Cabinets (3) <i>Now (2)</i>		Customised	£ 1,320	£ 1,618
				Scrapped x1 (Seafront Shelter)	£ (440)	£ (539)
Aug-23		DefibSafe 2 External Cabinet	Princess Marina House		£ 450	£ 526
Apr-25		External Defibrillator Cabinet	Seafront Shelter	Customised	£ 530	£ 530
				Total	£ 6,880	£ 7,646

Gates/Fences

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
Various		Gates/Fences	Various	Knee Rail Fencing replaced - Jul-18	£ 5,033	£ 8,475
				Wide Gate & Field Gate (Conbar Allotments) replaced - Jan-21 (£1,239)		
Sep-16		Gate	Adjacent to Council Offices	Replacement Gate.	£ 1,300	£ 1,849
May-17		Fence	WPSF	Replacement Fence.	£ 2,598	£ 3,620
May-17		Fence	Recreation Ground	Replacement Fence. Replacement Fences on South Boundary (£1,492) & North Boundary of North Field (£1,832) - Jun-22	£ 2,609	£ 3,637
Mar-16		Double Gates and Fencing	Brookside Memorial Garden		£ 6,439	£ 8,976
Jun-21		Iron Railing Gate and Fencing	The Street Toilets		£ 880	£ 9,423
Feb-22		Gate & Fence	Broadmark Lane Toilets		£ 645	£ 777
Aug-22		R8 Heavy Duty Telescopit Bollard x2	Recreation Ground	Entrance to fields, over Grasscrete	£ 1,216	£ 1,393
Aug-22		R8 Heavy Duty Telescopit Bollard x2	Woodland Park Sportsfield	Replaced Sep-25 (50% (£750) paid by RPC)	£ 1,216	£ 1,393
Nov-22		Fence	Adjacent to Council Offices	Replacement Fence	£ 408	£ 468
Jun-22		Close Board Fence	Conbar Avenue Allotments		£ 819	£ 939
Aug-24		R8 Heavy Duty Telescopit Bollard x2	Recreation Ground	Entrance to Rear Car Park	£ 1,120	£ 1,154
Aug-24		R8 Heavy Duty Telescopit Bollard x2	Recreation Ground	Entrance to Sports & Social Club Car Park (Jubilee Avenue)	£ 1,120	£ 1,154
				Total	£ 25,403	£ 43,257

Office Contents - Council Offices

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
Various		Computers, Monitors & Printers		5 PC's, 7 Monitors, 4 Printers, 3 Docking Stations.	£ 4,705	£ 8,176
				Replacement PC's - Mar-17 - x2 £489, £510, Jul-18 - £429		
				Replacement Monitors - Jul-18 - £108		
				Replacement Printers - Sep-22 - x4 - £400		
				Replacement PC (HP Pro SFF 300 G6) - £606		
				Scrapped - Feb-26	£ (4,705)	£ (8,176)
Mar-20		Laptops		4 Lenovo Laptops purchased	£ 1,727	£ 2,161
				Scrapped - Feb-26	£ (1,727)	£ (2,161)
Jun-20				2 Lenovo Laptops Purchased	£ 983	£ 1,184
				Scrapped - Feb-26	£ (983)	£ (1,184)
Oct-20		Telephones & Headsets		7 Yealink Teams Phones - £908, 6 Yealink Headsets - £261	£ 1,169	£ 1,449
2012		Office & Reception Furniture		Desks, Tables, Chairs, Filing Cabinets, Safe, etc.	£ 18,540	£ 28,243
Oct-13				New Filing Cabinets.	£ 1,164	£ 1,772
Aug-17				New Filing Cabinet purchased.	£ 696	£ 970
Jun-19				Tambour Cupboards x2 purchased	£ 796	£ 1,027
Various		Computer Cabinet & associated equipment/software			£ 8,075	£ 11,941
May-13		Server		Replaced - Sep-18, Replaced Jun-23 (Del PowerEdge Tower & RAM) - £884	£ 884	£ 938
Various		Miscellaneous			£ 125	£ 1,036

Not known		Chairman's & Vice-Chairman's Badges		Held by Chairman and Vice-Chairman	£ 1,680	£ 2,554
Jul-17		Air Conditioning Unit	Office Reception	**Fixture & Fitting - Included in Buildings Insurance	£ 1,131	N/A
Jul-23		Laptops		Asus Expertbook x 11 - £406 each (Held by Councillors)	£ 4,463	N/A
				Lenovo V15 G3 IAP (Held by Councillor)	£ 396	N/A
Aug-24				HP 250 G9 (Held by Councillor)	£ 408	£ 421
Jul-24		Rexel Optimum 225X Shredder	Office Reception		£ 473	£ 490
Aug-24		Heavy Duty Embosser			£ 415	£ 427
Jan-25		Worcester Combi Boiler	Office Kitchen	**Fixture & Fitting - Included in Buildings Insurance	£ 3,411	N/A**
Nov-25		Laptops	Office	4 Lenovo Laptops	£ 2,240	£ 2,240
Dec-25		Laptops	Office	2 Lenovo Laptops	£ 1,155	£ 1,155
Dec-25		Docking Stations	Office	5 Notebook docking Stations	£ 843	£ 843
Mar-26		Computer Monitors	Office	6 Iiyama Prolite Computer Monitors	£ 486	£ 486
Mar-26		Docking Stations	Office	2 Notebook docking Stations	£ 282	£ 282
				Total	£ 48,832	£ 56,274

Playground and Sports Equipment

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
2005		Play Equipment	Recreation Ground	Mirror Panels removed	£ 83,443	£ 125,786
Aug-14		2 x Mushroom Shelters	Recreation Ground		£ 9,000	£ 13,130
Sep-15		Picnic Table/Seating	Recreation Ground		£ 675	£ 955
Nov-16		Basket Swing	Recreation Ground	Replacement.	£ 1,352	£ 1,890
Mar-22		Spinner Bowl	Recreation Ground		£ 1,024	£ 1,233
Dec-24		Outdoor Fitness Equipment	As Above		£ 29,925	£ 30,823
Dec-24		Bike Repair Station and Pump	As Above		£ 3,746	£ 3,858
Mar-25		Multi Use Games Area (MUGA)	Recreation Ground		£ 47,685	£ 49,116
Jun-25		MUGA Goal Target	Recreation Ground		£ 485	£ 485
				Total	£ 177,335	£ 227,276

General Contents - Woodlands Centre

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
Not Known		Grand Piano	Main Hall		£ 3,280	£ 4,996
Various		Tables	Woodlands Centre		£ 4,456	£ 6,590
15/08/2013		Tables	As Above		£ 354	£ 524
Mar-20		Tables x3	As Above		£ 360	£ 465
Various		Chairs	As Above		£ 9,245	£ 14,078
Not Known		Small Tables	As Above		£ 435	£ 663
Various		Furniture, crockery, cutlery etc.	As Above		£ 4,305	£ 3,120
1997		Tables	Council Room		£ 1,315	£ 2,003
Not Known		Chairs	As Above		£ 435	£ 663
1997		Cupboards	As Above		£ 435	£ 663
Not Known		Overhead Digital Projector	Main Hall		£ 545	£ 830
2011		Flat Screen TV	Council Room		£ 515	£ 782
Various		Miscellaneous Items of Equipment	Woodlands Centre		£ 2,100	£ 3,660
Apr-15		Additional Staging	Stored in Furniture Store		£ 512	£ 757
Nov-16		Audio Mixer & Induction Loop Amp	Main Hall		£ 516	£ 711
				Scrapped - Jul-25	£ (516)	£ (711)
Aug-21		Epson EB W05 LCD Digital Projector and Case	Stored in Office	Serial Number: X4H27X00494	£ 400	£ 481
Feb-18		Stage Curtains	Main Hall	**Fixture & Fitting - Included in Buildings Insurance	£ 5,910	N/A**

Jul-18		Units/Worktops	Bar	**Fixture & Fitting - Included in Buildings Insurance	£ 1,229	N/A**
Jan-21		Gas Boiler - Replacement (x2 Valliant)	Boiler Room	**Fixture & Fitting - Included in Buildings Insurance	£ 11,336	N/A**
Sep-22		CCTV System (Internal & External Cameras)	Woodlands Centre		£ 4,349	£ 4,982
Aug-23		Zenith ZLS3584W Undercounter Fridge	Rear Kitchen		£ 200	£ 211
Sep-23		Lincat Water Boiler ED4FX	Front Kitchen		£ 660	£ 699
Oct-23		Condenser Handheld Microphones VM-5224 x2	Woodlands Centre	Kept in Office	£ 315	£ 334
Nov-23		Candy Wine Cooler	Bar		£ 292	£ 309
Aug-23		Shelving System	Museum Store		£ 3,179	£ 3,372
Jun-24		Stage Lighting System	Main Hall	Includes Anyscene 512 DMX 23 Scene Recall Controller (attached to wall)	£ 10,445	£ 10,758
Jun-24		Zero 88 FLX S24 Dual Universal Controller	Stored in Office	Control Panel for Stage Lighting (portable)	£ 1,749	£ 1,801
Jun-24		Flight Case for Portable Lighting Controller	Stored in Office		£ 225	£ 232
Feb-25		Oak Honours Board	Roger Montgomeri Room		£ 495	£ 510
Jul-25		P A System	Village Memorial Hall		£ 9,500	£ 9,500
Sep-25		Bosh Oven	John de Bohun Kitchen		£ 391	£ 391
Dec-25		Blomberg Hob	Village Memorial Hall Kitchen		£ 308	£ 308
				Total	£ 79,275	£ 73,683

General Contents - Youth Centre (Including Offices)

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
2003		Pool Table	Kilhams Hall		£ 530	£ 830
May-19		Chairs			£ 893	£ 1,187
2003		Chairs - Reception (10)	Norfolk Lounge		£ 650	£ 940
2003		Tables (11)	Kilhams Hall		£ 570	£ 896
2003 & 2012		Crockery/Cutlery & Domestic Appliances	Kitchen		£ 1,030	£ 1,614
2003		Sofas (3)	Norfolk Lounge	Revised figures to read: £1,585 each	£ 1,192	£ 1,682
2004		Furniture	Office		£ 712	£ 1,083
2003		Table Tennis Table & Kit	Stored in Office		£ 515	£ 783
Oct-18		Water Heater - Replacement	Gents Toilet	**Fixture & Fitting - Included in Buildings Insurance	£ 550	N/A**
Apr-22		Panasonic TV50-JX800 TV	Kilhams Hall		£ 512	£ 587
Aug-22		CCTV System (Internal & External Cameras)	Youth Centre	External and Internal Camera and Network Video Recorder in Office	£ 3,991	£ 4,574
May-23		Numatic NLL 415 Floor Scrubber	Caretaker Store		£ 594	£ 681
Apr-23		Ubiquiti GBE airMax GigaBeam Transmitter/Receiver	External Wall	**Fixture & Fitting - Included in Buildings Insurance	£ 230	£ 244
Sep-25		Induction Hob, Oven, Visor Hood	Kitchen		£ 831	£ 831
Nov-25		Acer P1157Wi Projector	Store adj to Boiler C'bd		£ 277	£ 277
Dec-25		Noticeboards (3) (Internal)	Corridor		£ 272	£ 272
Dec-25		Noticeboard (External)	Front of Building		£ 342	£ 345
				Total	£ 13,690	£ 16,825

General Contents - Public Conveniences - Churchill Car Park

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
Feb-06		Toilets (6)	Ladies/Gents & Disabled Toilets		£ 43,260	£ 65,899
		Urinals (2)				
		Wallgate Units (5)				
		Baby Changing Units (3)				
				Total	£ 43,260	£ 65,899

Collections - Rustington Museum

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
Various		Pictures			£ 15,000	£ 18,317
				Total	£ 15,000	£ 18,317

General Contents - Samuel Wickens Centre

Date Of Acquisition	Date of Amendment	Description	Location	Notes	Cost Or Value	Insurance Value
Mar-18		Intruder Alarm System		**Fixture & Fittings - Included in Buildings Insurance	£ 2,015	N/A**
Apr-18		Network & W-Fi Kit		**Fixture & Fittings - Included in Buildings Insurance	£ 2,546	N/A**
May-18		Fire Extinguisher/Fire Blanket			£ 975	£ 1,307
Jul-22		Aluminium Showcase (Flat Packed)			£ 662	£ 758
Jul-16		40 Folding Chairs	Community Hall	Relocated from The Garden Room.	£ 565	£ 803
Apr-18		Folding Tables (10)	Community Hall	Addit. 5 Folding Tables - Feb-20	£ 1,355	£ 1,793
Apr-18		Folding Chair Bundle	Community Hall		£ 645	£ 864
Aug-20		Folding Tables (6)	Community Hall		£ 558	£ 692
Oct-20		Roller Blinds	Community Hall		£ 845	£ 1,090
May-16		Crockery, Glasses, Misc. Equipment	Community Hall Kitchen	Relocated from The Garden Room.	£ 713	£ 1,015
Apr-18		Dishwasher	Community Hall Kitchen		£ 2,320	£ 3,110
Apr-18		Lincat Water Boiler	Community Hall Kitchen		£ 536	£ 718
May-18		Crockery, Cutlery & Glasses	Community Hall Kitchen		£ 800	£ 1,072
2008 & 2013		40 Chairs (Garden)	Garden	Relocated from The Garden Room.	£ 200	£ 373
				7 disposed of due to fatigue - 2024	£ (35)	£ 63
Feb-06		2 Drawer Mobile Pedestal	Information Centre	Relocated from VIC.	£ 145	£ 238
Feb-06		Reception Chairs (2)	Information Centre	Relocated from VIC.	£ 500	£ 611
Feb-06		Carousels (3)	Information Centre	Relocated from VIC.	£ 266	£ 370

Mar-18		Audio Loop System	Information Centre	**Fixture & Fittings - Included in Buildings Insurance	£ 1,084	N/A**
Apr-18		Reception Desk	Information Centre	(3 x base units, desk hutch, x2 & corner base unit).	£ 1,182	£ 1,585
Apr-18		PC & Monitor	Information Centre		£ 620	£ 808
				PC Scrapped	£ (540)	£ (728)
Apr-18		Cupboard	Information Centre		£ 523	£ 702
Oct-20		Telephones & Headsets	Information Centre & Museum	2 Yealink Teams Phones - £259, 6 Yealink Headsets - £44	£ 303	£ 376
Jun-11	xx	Computer	Local Studies Room	Relocated from old Museum - Jul-19	£ 465	£ 706
Dec-09	xx	Touchscreen Audio Visual Monitor	Museum	Relocated from old Museum - Jul-19	£ 5,410	£ 8,354
Jan-19		Storage System	Museum		£ 1,514	£ 2,030
Jun-19		Display Equipment	Museum	Workbench, Shelving, Hanging Rails, Leaflet Holders/Stands/Dispensers	£ 2,500	£ 3,222
Jun-19		InfoAktiv Software & Hardware	Museum		£ 5,025	£ 6,476
Jun-19		Solid State Sound - Recorder & Microphone	Museum		£ 225	£ 290
Jun-19		Blackbox-av - Message AutoPlay Audio Point	Museum		£ 860	£ 1,107
Various	xx	Display Cabinets	Museum	Relocated from old Museum - Jul-19	£ 37,450	£ 57,060
Oct-20		Roller Blinds	Museum & Office		£ 300	£ 387
2012	xx	Radio/iPhone Docking Station	Museum Office	Relocated from old Museum - Jul-19	£ 155	£ 235
Oct-08	xx	Filing Cabinet	Museum Office	Relocated from old Museum - Jul-19	£ 160	£ 243
Jan-09		Audio Loop System	Museum Office	Relocated from old Museum - Jul-19 **Fixture & Fittings - Included in Buildings Insurance	£ 510	N/A**
Jun-11	xx	Laminator	Museum Office	Relocated from old Museum - Jul-19	£ 50	£ 74
Jun-24		HP 250 G9 Laptop	Museum Office		£ 408	£ 420

Jun-19		Monitors x2	Museum Office		£ 160	£ 206
Nov-21		Computer	Museum Office		£ 401	£ 485
Sep-22		Bonsaii Shredder	Museum Office		£ 106	£ 121
Aug-21		Epson EB W05 LCD Digital Projector and Case	Museum Store/Office	Serial Number: X4H27X00931	£ 400	£ 482
Oct-24		Contour 25 Folding Tables x3	Museum Store/Shed		£ 425	£ 437
Mar-18		Hand Driers (3)	Toilets	**Fixture & Fittings - Included in Buildings Insurance	£ 1,890	N/A**
Apr-18		CCTV	Whole Centre		£ 1,745	£ 2,339
Dec-26		Office Desk & Modesty Screen	Museum Office		£ 403	£ 403
Nov-25		Acer Tower (PC)	Information Centre		£ 470	£ 470
				Total	£ 79,814	£ 103,168

Plant/Equipment

Date Of Acquisition	Date of Amendment	Description	Code/Serial Number	Location	Notes	Cost Or Value	Insurance Value
1986		Tractor - Ford 1710 (Registration No D650 DOT)	ULE 00326	Garage, Youth Centre	Insured under separate Motor Insurance Policy for £6,000	£ 16,865	N/A
					Sold - Nov-25	£ (16,865)	
May-05		Hedge Cutter - Kawasaki KHS 750B	017866	As Above		£ 420	£ 631
Jan-15		Allen Hover Pro 550 Mower	02606315000205	As Above		£ 410	£ 600
Apr-10		Ransomes 51 Superbowl Greens Mower	F13682	As Above		£ 1,075	£ 1,620
2010		RMX Wessex Proline Roller Mower	000 60	As Above		£ 4,320	£ 6,514
Oct-19		Etesia Hydro 80 Ride on Mower	171382	As Above		£ 5,140	£ 6,556
Jan-17		Mitox 3500LK Brushcutter (£350 + £70 Trade-In on Kawasaki Strimmer KBL 27C)	MP1507000222	As Above		£ 420	£ 590
Various		Line Marking Machine		As Above		£ 425	£ 597
1993		Wessex Rotovator	933520	As Above		£ 1,655	£ 2,495
Dec-03		Agria Portable Rotovator	D406910 (2116127)	As Above		£ 1,435	£ 2,164
Various		Miscellaneous Portable Equipment (Inc. Stihl KM-FCB Edger & Power Unit/M90R & Edger Attach.)		As Above		£ 4,550	£ 6,863
Dec-13		Etesia Pro 46 4-Wheel Pedestrian Mower	N9027964	As Above		£ 830	£ 1,251
Dec-13		Dori Scarifier SC45BS	2126	As Above		£ 325	£ 490
2013		Hayter Harrier	260000772	As Above		£ 500	£ 754
2021		Stihl FS55 Brushcutter - SI-FS55 (Petrol)	SN. 185145483	As Above		£ 257	£ 307
Nov-21		3.75kVA Portable Petrol Generator		As Above		£ 222	£ 266
Jan-23		Trailer - GD84 Single Axle with Wheel Clamp		Courtyard behind Youth Centre		£ 2,894	£ 3,292
Oct-22		Ford Transit Connect (Registration No NJ68 LZN)			Insured under separate Motor Insurance Policy for £20,100	£ 16,800	N/A

Nov-22		Towbar (fitted to Ford Transit Connect)				£ 877	£ 998
Jan-23		Telescopic Ladder			Stored in Ford Transit Connect	£ 217	£ 247
Oct-23		EGO Power Plus MHSC2002E Cordless Multi-Tool Kit		Garage, Youth Centre		£ 724	£ 768
Apr-25		Angle Grinder and Disks		Garage, Youth Centre		£ 166	£ 166
Sep-25		Lumag RAMBO HC10 100mm Petrol Wood Chipper		Garage, Youth Centre		£ 725	£ 725
Feb-26		Ego Cordless Chainsaw - CS1614E		Garage, Youth Centre		£ 397	£ 397
					Total	£ 44,783	£ 38,293

Schedule of Changes to Asset Register from 31 March 2024 to 31 March 2025

Asset Register Value at 31 March 2025				£ 3,126,586.52
Changes during 2025/26				
Description	Code / Serial Number	Location	Notes	
Buildings				£ -
Street Furniture				
Interpretation Boards x4		Various	only one out of four insitu	£ (4,635.00)
Interpretation Boards x1		Greensward		£ 1,158.75
Wreath Stand		War Memorial	Scrapped - Apr-25	£ (280.00)
Butterfly & Bee Bench Seat		Holmes Lane		£ 1,693.50
Angel Wings Bench Seat		Woodlands Avenue		£ 1,672.50
VE/VJ 80th Anniversary Bench Seat		The Street		£ 1,710.00
Flagpole, Gold Finial & Halyard System		B/hind War Memorial		£ 1,819.99
Southampton Seats x3		Greensward		£ 2,805.00
Wreath Wiring Kits x9		War Memorial		£ 1,995.25
MUGA Signs		Recreation Ground		£ 270.00
War Memorial				£ -
Outside Equipment				
Defibrillator External Cabinet		Seafront Shelter	Scrapped x1 Apr-25	£ (440.00)
Defibrillator External Cabinet		Seafront Shelter	Purchased Apr-25	£ 529.95
Gates-Fences				
Playground & Sports Equipment				
MUGA Goal Target		Recreation Ground	Purchased Jun-25	£ 485.00
Office Contents - Council Building				
Various Computers, Monitors & Printers		Office	Scrapped Feb-25	£ (4,705.00)
Lenovo Laptops x4		Office	Scrapped Feb-26	£ (1,727.00)
Lenovo Laptops x2		Office	Scrapped Feb-26	£ (983.00)
Lenovo Laptops x4		Office	Purchased Dec-25	£ 2,240.00
Lenovo Laptops x2		Office	Purchased Dec-25	£ 1,155.18
Notebook Docking Stations x5		Office	Purchased Dec-25	£ 843.15
Iiyama ProLite Computer Monitors x6		Office	Purchased Mar-26	£ 485.82
Notebook Docking Stations x2		Office	Purchased Mar-26	£ 281.70
General Contents - The Woodlands Centre				
Audio Mixer & Induction Loop Amp		Main Hall	Scrapped - Jul-25	£ (516.00)
PA System (incl. Loop System)		Main Hall		£ 9,500.00
Bosh Oven		John de Bohun Kitchen		£ 390.83
Blomberg Hob				£ 308.32
General Contents - Youth Centre (Inc Office)				
Induction Hob, Oven, Visor Hood		Kitchen		£ 830.83
Acer P1157 Wi Projector		Office		£ 276.62
Noticeboards (3) (Internal)		Corridors		£ 272.00
Noticeboard (External)		Outside Front of Building		£ 342.00
Public Convenience - Churchill				£ -
Collection - Rustington Museum				£ -
General Contents - Samuel Wickens Centre				
PC		Information Centre	Scrapped Feb-26	£ (540.00)
Office Desk & Modesty Screen		Museum Office		£ 403.00
Acer Tower		Information Centre		£ 470.24
Plant Equipment				
Angle Grinder and Disks		Garage	Purchased Apr-25	£ 165.81
Lumag RAMBO Petrol Wood Chipper		Garage	Purchased Sep-25	£ 724.99
Tractor - Ford 1710		Garage	Sold Nov-25	£ (16,865.00)
Ego Cordless Chainsaw - CS1614E		Garage	Purchased Feb-26	£ 397.49
Asset Register Value at 31 March 2026				£ 3,129,123.44

RUSTINGTON PARISH COUNCIL

TERMS OF REFERENCE

MATTERS TO BE DEALT WITH SOLELY BY THE COUNCIL

- (a) The Power of raising loans and setting the Precept.
- (b) The power of incurring capital expenditure not specifically included in the Council's approved annual estimate of expenditure.
- (c) The appointment to or co-option on a Committee or Sub-Committee of a person (on a strictly non-voting basis) who is not a Member of the Council or the Committee.
- (d) Standing Orders and the Functions and Constitution of Committees and Sub-Committees.
- (e) Dates of Meetings of the Council.
- (f) Appointment or nomination by the Council of persons to fill vacancies on outside bodies arising during the Council year.
- (g) Filling of vacancies occurring on any Committee of the Council during the Council year.
- (h) The appointment or dismissal of all permanent members of personnel.

POWERS AND DUTIES OF STANDING COMMITTEES

Subject to the foregoing, and to observance of decisions of the Council on matters of principle or policy, the Council's powers and duties may be delegated to the Standing Committees in accordance with the following Terms of Reference unless otherwise specified.

The Acts and Proceedings of a Committee shall:

- (a) where they are delegated to the Committee, so far as is legally permissible, be deemed the Acts and Proceedings of the Council;
- (b) as regards other matters, be subject to approval by the Council, and when approved shall be deemed the Acts and Proceedings of the Council;
- (c) in all respects be subject to the provisions of the Council's Standing Orders and Financial Regulations except as otherwise determined by the Council.

The Council may at any time without prejudice to executive action already taken revoke any executive power delegated to a Committee.

A Committee may, at any time, subject to adherence with the Council's Standing Orders and Terms of Reference, generally establish a Sub-Committee or Sub-Committees to advise on any of the services for which it is responsible, such as for the Museum, Youth Centre and Internal Audit, for example. It may also establish Working Parties as required. Other interested Members may be included, where appropriate.

PLANNING COMMITTEE

- (a) The making of representations to the Local Planning Authority on Applications for Planning Permission which have been notified in accordance with relevant legislation.
- (b) The making of representations in respect of appeals against the refusal of Planning Permission.
- (c) The making of recommendations regarding street naming.
- (d) To consider and monitor relevant Developmental Plans and the making of all appropriate representations.
- (e) The facilitation of economic development initiatives for the benefit of Rustington residents and the preparation of recommendations, for Council Approval, on all related matters and liaison as appropriate with other Agencies.
- (f) The preparation of representations, for Council Approval, to the appropriate Planning Authority in respect of other planning matters not otherwise referred to in Terms of Reference (a) - (e) above.

LEISURE AND AMENITIES COMMITTEE

- (a) Dealing with the provision, maintenance and management of The Woodlands Centre, Rustington Youth Centre, the Rustington Museum, the Samuel Wickens Centre, and the maintenance and management of any other land holdings and/or buildings of a leisure nature - amenities, sports, cultural or community for example - and the making of recommendations annually to the Full Council concerning budgets, rents and charges for the following financial year.
- (b) Dealing with the provision and maintenance (where applicable) of street furniture and Council/public owned/leased/provided facilities and equipment including:-
- Public Toilets
 - War Memorial
 - Public Seats
 - Bus and Beach Shelters
 - Public Notice Boards
 - Christmas Lighting
- (c) Dealing with the maintenance and enhancement of amenity areas, including planters, trees and flower beds, the Woodlands Recreation Ground and all facilities provided thereon, the Woodland Park Sportsfield and related initiatives.
- (d) To incur expenditure on items of a routine and repetitive nature where already provided within the agreed revenue budget, but excluding any items incurring capital expenditure.
- (e) The provision of security/grounds personnel/caretaking services.
- (f) The provision and maintenance of all street and footway lighting in the ownership/responsibility of the Council.
- (g) Co-ordination of any locally initiated community safety initiatives, including working in conjunction with the Chamber of Trade and Commerce and the Freeholders of commercial units within the Parish.
- (h) The making of recommendations to the Full Council regarding duties and responsibilities relating to the Council's staff engaged on services provided under the purview of this Committee.

- (i) The facilitation and provision of public information services and initiatives for residents and visitors in liaison, as appropriate, with other Local Authorities and Agencies.

ALLOTMENTS COMMITTEE

- (a) Dealing with the provision, maintenance and management of the Council's three Allotment Sites, namely Penfold Lane, Conbar Avenue and Worthing Road.
- (b) Advising and making recommendations to the Full Council on any matters affecting the Allotments.
- (c) The making of recommendations annually to the Full Council concerning budgets, rents and charges for the following financial year.
- (d) Approving or commenting upon actions taken and reported by the Clerk of the Council on Allotments matters.
- (e) To incur expenditure on items of a routine and repetitive nature where already provided within the agreed revenue budget, but excluding any items incurring capital expenditure.
- (f) Making recommendations to the Full Council concerning the detailed operation and management of the Allotments and relationships with the tenants, including:-
 - Rents and Deposits
 - Major improvements to the Sites
 - Changes to services affecting all Tenants
- (g) The co-option of two Members of the Rustington Horticultural Association to the Committee, in a non-voting capacity.

EMERGENCY PLANNING COMMITTEE

- (a) The production of an Emergency Plan for the Parish, to assist in the case of an emergency, to include The Woodlands Centre and other temporary accommodation, together with equipment and personnel within the Parish that might be available.
- (b) Working in partnership with the District and County Council Emergency Planning Officers in respect of The Woodlands Centre as a Rest Centre.
- (c) Liaising with other local Groups/Organisations as appropriate with regard to dealing with emergencies.
- (d) Undertaking a review of the effectiveness of the Emergency Plan, as appropriate following any emergency situation.

FINANCE AND GENERAL PURPOSES COMMITTEE

- (a) The making of recommendations in respect of items (a) to (g) to be resolved solely by the Council.
- (b) Dealing with all matters relating to the general day-to-day administration of the Council.
- (c) Dealing with matters specifically referred by the Council or any other Standing Committee and with all matters not specifically referred or delegated to any other Standing Committee.
- (d) Dealing with the Terms and Conditions of Service and Superannuation of the Council's personnel and making appropriate recommendations relying on, where appropriate, the Scheme of Conditions of Service of the National Joint Councils, the National Association of Local Councils, and any approved local conditions of service.
- (e) Overall responsibility for and scrutiny of the Council's Corporate Governance, including Internal Audit, Risk Management, Health and Safety at work, Data Protection, Freedom of Information and all other Policies.
- (f) The making of appropriate recommendations in respect of community and other grants from the Council's revenue and capital funds.
- (g) Giving consideration to, agreeing and making appropriate recommendations in respect of the Council's revenue and capital estimates, including reimbursable expenditure.
- (h) To incur expenditure on items of a routine and repetitive nature where already provided within the agreed revenue budget, but excluding any items incurring capital expenditure.
- (i) Acting as lead Committee in respect of any partnership initiative of a corporate nature with the principal Local Authorities for the area including, as appropriate, the development of Joint Partnership Committees and Recommendations on Terms of Reference and constitutional matters.
- (j) Dealing with the publication of the Council's Newsletter, other publications relevant to the work of the Council, and overall responsibility also for the Council's Website and Information Technology generally.

DELEGATION TO CHAIRMEN GENERALLY

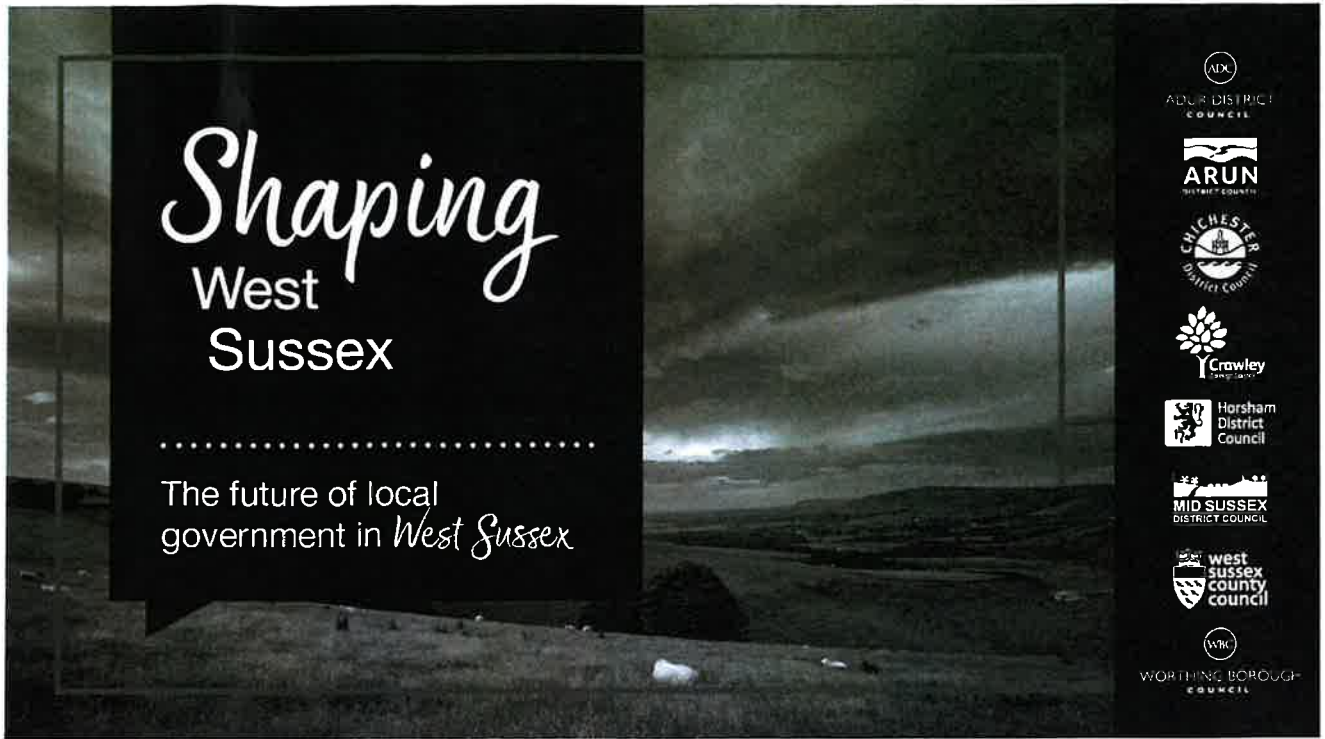
To cancel or postpone a Meeting owing to lack of business or in an emergency.

To have discretion to include any item of an urgent nature under "Urgent Matters Arising" on the relevant Committee Agenda.

DELEGATION TO CLERK OF THE COUNCIL

The Clerk, in consultation with the Chairmen and Vice Chairmen of appropriate Committees, to take action deemed desirable on any matters which the Committee concerned has delegated powers but which require urgent action.

(Adopted - 28/05/2012)
(Reviewed - 18/05/2026)



May 2026

Local government reorganisation – additional phase of consultation

Dear Stakeholder

We are writing to update you on an additional phase of consultation on the options for local government reorganisation in Sussex and to invite your continued support and participation.

Sussex local authorities were expecting a decision from the government on local government reorganisation in our area by the end of March 2026. They have not yet decided on which, if any, unitary solution to apply in Sussex and instead confirmed a second technical consultation on plans for Sussex.

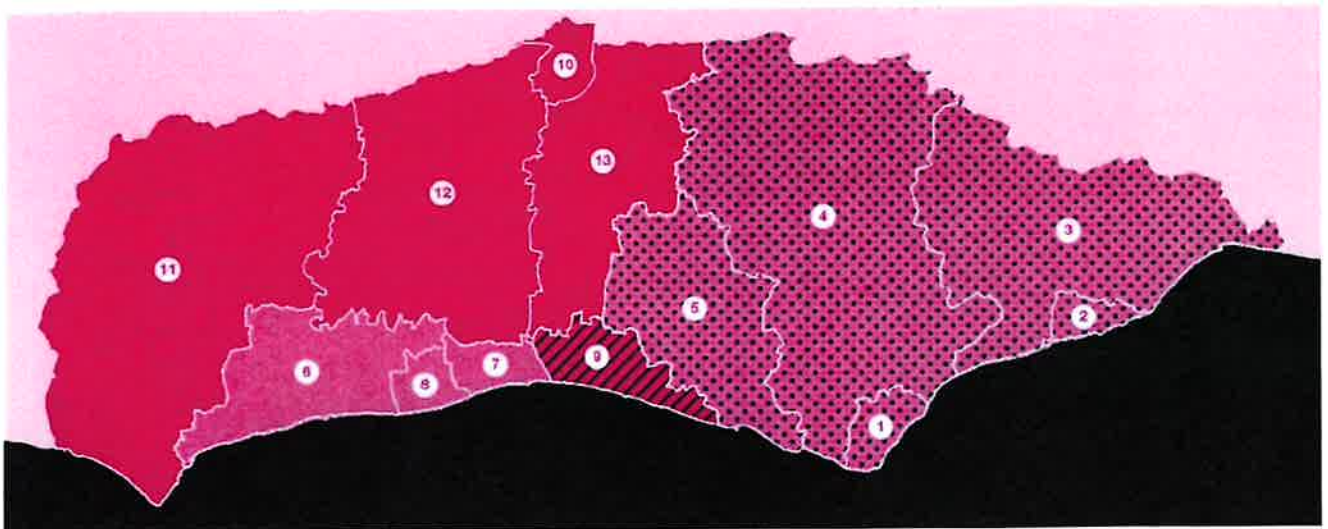
The second, technical consultation asks for comments on two potential modifications on the proposals already submitted by Sussex local authorities (West Sussex councils recommended a single unitary authority for the whole of West Sussex or two unitary authorities – one comprising of Arun District, Adur District, Chichester District and Worthing Borough areas, and one comprising of Crawley Borough, Horsham District and Mid Sussex District areas). A further consultation for East Sussex and Brighton would see boundary changes. The key elements of the new government proposals are as follows:

West Sussex proposals

- Chichester District would form a unitary authority with Crawley Borough, Horsham District and Mid Sussex District areas. The population would be around 566,000
- Arun District, Adur District and Worthing Borough areas would form a second West Sussex unitary authority. The population would be around 349,000





East Sussex and Brighton and Hove proposals

- specific wards from Lewes District (East Saltdean and Telscombe Cliffs, Peacehaven West, Peacehaven East, Peacehaven North) and Falmer Parish (from Kingston ward) would transfer into a unitary authority with Brighton & Hove. The population would be around 308,000
- a remaining East Sussex unitary would comprise Eastbourne Borough, Hastings Borough, Rother District, Wealden District and the rest of Lewes District. The population would be around 537,000



- 1 - Eastbourne Borough
- 2 - Hastings Borough
- 3 - Rother District
- 4 - Wealden District
- 5 - Lewes District excluding the wards of East Saltdean & Telscombe Cliffs, Peacehaven West, Peacehaven East, Peacehaven North, and Falmer Parish (from Kingston ward)
- 6 - Arun District
- 7 - Adur District
- 8 - Worthing Borough
- 9 - Brighton and Hove with the wards of East Saltdean & Telscombe Cliffs, Peacehaven West, Peacehaven East, Peacehaven North, and Falmer Parish (from Kingston ward)
- 10 - Crawley Borough
- 11 - Chichester District
- 12 - Horsham District
- 13 - Mid Sussex District

MHCLG proposed unitary areas

-  Unitary A: Eastbourne, Hastings, Rother, Wealden and remaining parts of Lewes
-  Unitary B: Arun, Adur, Worthing
-  Unitary C: Brighton plus following wards and parish from Lewes – East Saltdean & Telscombe Cliffs, Peacehaven West, Peacehaven East, Peacehaven North, Falmer Parish (from Kingston ward)
-  Unitary D: Crawley, Chichester, Horsham, Mid Sussex

The consultation for West Sussex is available at

<https://www.gov.uk/government/consultations/modified-proposals-for-local-government-reorganisation-in-west-sussex/modified-proposals-for-local-government-reorganisation-in-west-sussex> and open until 11:59pm on 15 June 2026.

A decision is expected in the summer after the consultation period closes and the government considers all representations including recommendations from councils and responses from both consultations. The overall timescale for reorganisation remains, with elections to the new shadow unitary authorities expected in 2027 preparing for the new authorities to formally launch in 2028. ►

Your role and input

Throughout this process, as key stakeholder in West Sussex, your insight and expertise remain vital. Your input into this second consultation will help ensure that the implications for your service delivery and the communities you represent can be fully considered by government. The Secretary of State has specifically asked for further views to ensure that the proposals reflect the distinct communities and identities in the area.

The final ministerial decision on the most appropriate option for the area will take into account all criteria, representations received, including those from this consultation, and other relevant information. It is very important that you take this further opportunity to present your views, backed up by evidence, for which option you think will best serve communities. We hope very much that you will participate in this further consultation.

Our joint work to develop and model the evidence base for our recommendations, along with ongoing preparation during this interim process, continues. We remain committed to working together and are determined to continue building on this partnership to achieve the very best outcome for our residents.

Keeping you informed

We will continue to update you throughout the reorganisation process. We aim to ensure that you are engaged at each key stage of the programme. You can find more information at

www.shapingwestsussex.org

Thank you for your continued partnership and support as we explore the future of local government in West Sussex.

Dawn Hudd, Chief Executive Officer, Arun District Council.
On behalf of all West Sussex Councils