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February 2020

Dear Sir/Madam

Proposed CCTV in The Square, Westbourne

I write to inform you of proposals to install CCTV in The Square in Westbourne.

The Parish Council has been approached by businesses in Westbourne who were unfortunately subject to a number of break-ins in November 2019 causing much damage and loss. They have requested support from the Parish Council in installing CCTV cameras to help prevent and deter possible future crime. Some of the businesses already have CCTV in their premises and the proposed additional cameras would give a street view to provide more evidence for the police to investigate.

The Parish Council has received quotes from three companies along with outline plans. It is proposed that five cameras would provide sufficient coverage of The Square, The Grove, and the bottom of East Street and North Street. I have enclosed a map which details the location of each proposed camera. The recording device would be kept in a secure box which only the Parish Council would be able to access to ensure that General Data Protection Regulations are met.

The matter has been discussed at Parish Council meetings where it was agreed by members that there is a need to protect and support local businesses, and provide a safe environment for all. It has also been discussed with the police who are happy for the Parish Council to go ahead with plans. Councillors agreed that residents who live near the proposed cameras should be informed before any final decision is made to install the CCTV.

If you would like to discuss this matter further or have any questions, please do not hesitate to contact me using the details above by the 31 March 2020.

I look forward to hearing from you.

Yours faithfully



Councillor Richard Hitchcock
Chairman of Westbourne Parish Council