



**Westbourne**

Parish Council

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**Members of the Parish Council are summoned to attend the next meeting of Westbourne Parish Council which will take place at 7.15pm on Thursday 20 May 2021 at The Meeting Place, North Street, Westbourne.**

*Clare Kennett, 14 May 2021*  
Clerk to the Council

**Agenda: Annual General Meeting**

- 1. Election of the Chairman of the Council:** To sign a Declaration of Acceptance of Office form once elected.
- 2. Apologies for absence**
- 3. Election of the Vice-Chairman of the Council:** To sign a Declaration of Acceptance of Office once elected.
- 4. To receive declarations of interest and updates to the Register of Interests:** To receive from Members declarations of interests in relation to the agenda and updates to the Register of Interests, as required by the Localism Act 2011 and the Parish Council's Code of Conduct for Members.
- 5. Minutes of the Parish Council meeting held on 8 April 2021:** To approve the circulated minutes as a correct record.
- 6. Updates and issues from the minutes of 8 April 2021:** To note any updates or issues which are not otherwise on the agenda.
- 7. Open forum (maximum of eight minutes):** To hear representations, questions and statements from members of the public, conducted in accordance with Standing Orders 3(e) to 3(h).
- 8. County Councillor's comments and questions:** To receive a report from County Councillor Mike Magill.
- 9. District Councillor's comments and questions:** To receive a report from District Councillor Roy Briscoe.
- 10. Police incident report:** To receive a report from PCSO Baylee Reed on recent incidents in the Parish.
- 11. Committee and representative appointments:** To agree the list of member appointments to the committees and representatives.
- 12. Neighbourhood Plan:** To receive a report on progress of the NP, Cllr Hitchcock.

**13. Memorial Copse at Hampshire Farm Meadows and YMCA at Redlands Grange, Emsworth:** To receive a report, Cllr Hitchcock.

**14. Payments for approval:** To consider and approve two lists of payments, prepared by the Clerk acting as Responsible Financial Officer. The first is a list of payments due immediately requiring advance authorisation, the second is a list of payments made requiring retrospective authorisation, Clerk.

**15. Correspondence:** To note the list of correspondence and to consider any required action.

**16. Announcements and items for the next meeting:** To note items brought forward by permission of the Chair. Requests to be submitted prior to the start of the meeting.

**17. Date of next meeting:** The next meeting is scheduled to be held on Thursday 10 June 2020 at 7.15pm

In accordance with the Local Government Act 1972 Schedule 12, the Council may decide by resolution to exclude the press and public from any part of the meeting under a Section Two item.

## **Section Two**

**18. JBC issues:** To receive a confidential report.