



Westbourne

Parish Council

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Members of the Parish Council are summoned to attend the Annual General Meeting of Westbourne Parish Council which will take place on Thursday 18 May 2023 at 7.15pm at The Meeting Place, North Street, Westbourne.

Clare Kennett, 12 May 2023
Clerk to the Council

Agenda

- 1. Election of the Chairman of the Council:** To receive nominations and elect a Chairman. 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 receive nominations and elect a Vice-Chairman. 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. Co-option:** To co-opt to the two remaining vacancies on the Parish Council following the election on 4 May 2023. To note that the vacancies must be filled within seven weeks of the 9 May 2023. If the vacancies have not been filled, it may be necessary to hold a further election to fill the vacancies at full cost to the Parish Council.
- 6. Minutes of the Parish Council meeting held on 13 April 2023:** To approve the circulated minutes as a correct record.
- 7. Updates and issues from the minutes of 13 April 2023:** To note any updates or issues which are not otherwise on the agenda.
- 8. County Councillor's comments and questions:** To note the circulated report from County Councillor Andrew Kerry-Bedell and receive any updates.
- 9. District Councillor's comments and questions:** To note the circulated report from District Councillor Roy Briscoe and receive any updates.
- 10. Police incident report:** To note the recent crime statistics at www.police.uk (search for Westbourne).
- 11. Committee and representative appointments:** To agree the list of member appointments to the committees and representatives, Clerk.

12. Annual Parish Meeting: To delegate tasks for the organisation of the event on Wednesday 24 May at 7pm at The Meeting Place, North Street, Westbourne. Members to arrive at 6.30pm to help set up.

13. Planters for The Square and repairs to the damaged bench on River Street: To consider the purchase of two new planters <https://amberol.co.uk/planters/large-floor-standing-planters/stone-trough> and to approve expenditure to repair the damaged bench.

14. Community Chest grants: To consider grant applications from the Westbourne History Group for £210 and the Woodmancote Residents' Association for £100.

15. Joint Burial Committee: To receive the minutes and updates of the meeting held on 27 March 2023.

16. Updates to the Council's constitution: To review the Council's Standing Orders, Financial Regulations and Code of Conduct.

17. Budget monitoring: To receive the bank reconciliation to 31 March 2023 and to review the budget report.

18. 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.

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

20. 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.

21. Date of next meeting: The next meeting is scheduled to be held on Thursday 8 June 2023 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

22. Mill Road playground: To consider the Westbourne Community Trust's proposals for the new playground.