



**Westbourne**  
Parish Council

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**Members of the Parish Council are summoned to attend Westbourne Parish Council meeting which will take place on Thursday 8 June 2023 at 7.15pm at The Meeting Place, North Street, Westbourne.**

*Clare Kennett, 2 June 2023*  
Clerk to the Council

### Agenda

- 1. 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.
- 2. Apologies for absence**
- 3. Minutes of the Parish Council meeting held on 18 May 2023:** To approve the circulated minutes as a correct record.
- 4. Updates and issues from the minutes of 18 May 2023:** To note any updates or issues which are not otherwise on the agenda.
- 5. 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).
- 6. 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.
- 7. County Councillor's comments and questions:** To note the circulated report from County Councillor Andrew Kerry-Bedell and receive any updates.
- 8. District Councillor's comments and questions:** To note the circulated report from District Councillor Roy Briscoe and receive any updates.
- 9. Police incident report:** To note the recent crime statistics at [www.police.uk](http://www.police.uk) (search for Westbourne).
- 10. Internal audit for financial year 2020/21:** To consider the circulated internal auditor report.
- 11. Receipts and payments 2022/23 and statement of reserves:** To receive and agree the outturn figures of receipts and payments against revised budget for the

financial year 1 April 2022 to 31 March 2023. Further to agree the statement of the Council's reserves as at 31 March 2023.

**12. Accounting statements 2022/23 (Annual Governance and Accountability Return (AGAR) Section 2):** To receive and agree the accounting statements for the year ended 31 March 2023.

**13. General Power of Competence:** To agree that the criteria have been met for eligibility during 2023. (To note that the number of councillors elected at the last election in May 2023 was equal to two thirds of its total number of councillors and the Clerk has a CILCA qualification).

**14. Budget monitoring:** To receive the bank reconciliation to 31 May 2023 and to review the budget report.

**15. 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.

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

**17. 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.

**18. Date of next meeting:** The next meeting is scheduled to be held on Thursday 13 July 2023 at 7.15pm.