



# Westbourne

Parish Council

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**Members of the Parish Council are summoned to attend Westbourne Parish Council's meeting which will take place on Thursday 8 February 2024 at 7.15pm at The Meeting Place, North Street, Westbourne.**

*Clare Kennett, 2 February 2024*  
Clerk to the Council

## Agenda

### **1. Apologies for absence**

**2. Declarations of interest:** Councillors are reminded to declare any disclosable pecuniary interest which they may have in relation to any item of business on the agenda no later than when that item is reached. Unless a dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter, unless the public is entitled to attend, in which case, you may join the public gallery.

**3. Minutes of the Parish Council meeting held on 11 January 2024:** To approve the circulated minutes as a correct record.

**4. Updates and issues from the minutes of 11 January 2024:** To note any updates or issues which are not otherwise on the agenda.

**5. Co-option:** To co-opt to the remaining vacancy on the Parish Council following the election on 4 May 2023.

**6. 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).

**7. Woodland between South Lane and Duffield Lane in Woodmancote:** To note Chichester District Council's response to activities at the site.

**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. Recreation, Leisure and Amenities Committee:** To receive the recommendations of the committee held on Thursday 25 January 2024. To discuss holding an event at Monk's Hill recreation ground to commemorate the 80th anniversary of D-Day in early June.

**11. Annual spring clean day:** To agree to hold the event on Sunday 7 April from 2-4pm and to agree councillor attendance.

**12. Annual Parish Assembly:** To agree to hold the event on Thursday 25 April at 7pm at The Meeting Place with drinks and refreshments. To consider suggestions for a guest speaker.

**13. Tree survey:** To consider the circulated quote for a survey of the trees at Monk's Hill and Mill Road recreation grounds and allotment site (last carried out in March 2021). To consider the circulated quote for a detailed decay survey of the yew trees at the closed churchyard.

**14. Speed indicator device:** To agree to purchase a new device for lamppost 2 on Monk's Hill at a cost of £3,607 with possible additional options, to be bought with CIL funding from CDC and SDNPA.

**15. Community Chest:** To consider the grant application from Greening Westbourne for funding of £126.23 for Westbourne Community Orchard.

**16. Budget monitoring:** To note the budget report to 31 January 2024 which outlines that total net expenditure was at 61.9%. To receive the bank reconciliations to 31 January 2024.

**17. 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.

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

**19. Police incident report:** To note the recent crime statistics at [www.police.uk](http://www.police.uk) (search for Westbourne).

**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. Confidential business:** To resolve to exclude the public and press, in the view that publicity would prejudice the public interest by reason of the confidential nature of the business or arising out of the business about to be transacted – Public Bodies (Admission to Meetings) Act 1960.

**22. Westbourne Community Trust:** To receive an update from Frank Campbell, Chair of the WCT.

**23. Date of next meeting:** The next meeting is scheduled to be held on Thursday 14 March 2024 at 7.15pm.