



Westbourne

Parish Council

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Members of the Parish Council are summoned to attend Westbourne Parish Council's Full Council meeting which will take place on Thursday 10 October 2024 at 7.15pm at The Meeting Place, North Street, Westbourne.

Clare Kennett, 4 October 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. Election of the Vice-Chair of the Council: To receive nominations and elect a Vice-Chair. To sign a Declaration of Acceptance of Office form once elected.

4. Minutes of the Full Council meeting held on 12 September 2024: To approve the circulated minutes as a correct record.

5. Updates and issues from the minutes of 12 September 2024: To note any updates or issues which are not otherwise on the agenda.

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. Co-option: To consider applications to fill the two remaining vacancies on the Council.

8. County Councillor's comments and questions (maximum of eight minutes): To note the circulated report from County Councillor Andrew Kerry-Bedell and receive any updates.

9. District Councillor's comments and questions (maximum of eight minutes): To note the circulated report from District Councillor Roy Briscoe and receive any updates.

- 10. Heritage-style street lights:** To consider the circulated quote for changing the four street lights at the Whitechimney Row/East Street junction to heritage-style lamps to match the conservation area.
- 11. Bench at River Street:** To consider Cllr Ricketts' proposal to replace the bench in memorial to his late wife at his own cost.
- 12. Chichester District Council's Infrastructure Business Plan:** To note the consultation on the IBP which closes on 25 October 2024. To review the Parish Council's identified projects included in CDC's Infrastructure Business Plan.
- 13. Bournes Forum:** To discuss arrangements for the meeting being hosted by Westbourne on Monday 28 October at 7pm, including preparation of questions to be sent to Katy Bourne, PCC.
- 14. Newsletter:** To consider sending a newsletter to residents in November and discuss ideas for articles.
- 15. External audit 2022/23:** To receive the report from Moore which concludes the audit for financial year 2022/23.
- 16. Interim internal audit report:** To receive the report from Andy Beams, Mulberry & Co, following the interim internal audit on 1 October 2024.
- 17. Remembrance Day:** To agree laying of the wreath at the war memorial.
- 18. Budget monitoring:** To note the budget report to 30 September 2024 which outlines that total net expenditure was at 27.6%. To receive the bank reconciliations to 30 September 2024.
- 19. 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.
- 20. Correspondence:** To note the list of correspondence and to consider any required action.
- 21. Policing in Westbourne:** To note the recent crime statistics at www.police.uk (search for Westbourne).
- 22. 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.
- 23. Date of next meeting:** The next meeting is scheduled to be held on Thursday 14 November 2024 at 7.15pm.