



Westbourne

Parish Council

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Members of the Parish Council are hereby summoned to attend the Full Council meeting of Westbourne Parish Council which will take place on Thursday 10 July 2025 at 7.15pm at The Meeting Place, North Street, Westbourne.

Clare Kennett, 4 July 2025

Clerk to the Council

Agenda

The order of business to be transacted is:

07/25/41. Apologies for absence: To receive, and approve if appropriate, apologies for absence and reasons given.

07/25/42. Declarations of members interest:

- a. Members are reminded to declare any interest in any item on the agenda at this time, or at any time during the meeting, in accordance with the Council's Code of Conduct. (Where a member indicates that they have an interest, but wish to make representations regarding the item, those representations must be made during the Open Forum).
- b. To receive, and approve if appropriate, requests for dispensations from members on matters in which they have an interest and wish to vote.

07/25/43. 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).

07/25/44. County Councillor's comments and questions: To note the circulated report from County Councillor Andrew Kerry-Bedell and receive any updates.

07/25/45. District Councillor's comments and questions: To note the circulated report from District Councillor Roy Briscoe and receive any updates.

07/25/46. Minutes of the Parish Council meeting held on 19 June 2025: To approve the circulated minutes as a correct record.

07/25/47. Clerk's report: To receive the report from the Clerk which outlines key activities undertaken since the meeting held on 19 June 2025.

07/25/48. Co-option: To consider the co-option of applicants to the Parish Council.

07/25/49. Recreation, Leisure and Amenities Committee: To receive the minutes of the meeting held on 26 June 2025 and note the following updates:

- a. To write an application for grant funding from Chichester District Council for playground improvements at Monk's Hill and to research options including

replacement fitness equipment, a basketball net and surface, a permanent beacon and a flag pole.

07/25/50. Items for consideration and resolution

- a. Transfer of assets: To consider the policy published by Chichester District Council and discuss the assets that could be transferred to the Parish Council <https://www.chichester.gov.uk/community-asset-transfer>
- b. Community Highway Scheme: To discuss the submission of the application to WSCC for highways improvements in the Parish.
- c. Dog wash: To consider installing a dog wash at Monk's Hill recreation ground <https://thedogwashcompany.co.uk/buy-lease-dog-wash/>
- d. Grants: To agree the information required in order for the grants to be paid to The Meeting Place and Westbourne Community Hall.
- e. Grants: To consider the grant application from St Wilfred's Hospice for S137 funding.
- f. Future room bookings: To discuss the location of Council meetings at either The Meeting Place or Westbourne Community Hall.

07/25/51. Finance

- a. To note the budget report for quarter 1 of financial year 2025/26 which outlines that receipts are 77.1% of the budget and payments are 21.6% of the budget.
- b. To receive the bank reconciliations to 30 June 2025 and note the account balances.
- c. To consider and approve the list of payments.

07/25/52. Correspondence: To note the list of correspondence and to consider any required action.

07/25/53. Items to be included on the next agenda

07/25/54. Date of next meeting: To resolve to hold the next meeting on Thursday 11 September 2025 at 7.15pm.