



Westbourne

Parish Council

PO Box 143
Emsworth
PO10 9DX

07775 654483
clerk@westbourne-pc.gov.uk

Members of Westbourne Parish Council are hereby summoned to attend the Full Council meeting of Westbourne Parish Council which will take place on Thursday 11 June 2026 at 7.15pm at Westbourne Community Hall, River Street, Westbourne.

Clare Kennett, 5 June 2026

Clerk to the Council

Agenda

The order of business to be transacted is:

06/26/19. Apologies for absence

06/26/20. 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.

06/26/21. 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).

06/26/22. County Councillor's comments and questions: To welcome County Councillor Tracey Bangert to the meeting who was elected on 7 May 2026.

06/26/23. District Councillor's comments and questions: To note the circulated report from District Councillor Roy Briscoe and receive any updates.

06/26/24. Minutes of the Full Council meeting held on 14 May 2026: To approve the circulated minutes as a correct record.

06/26/25. Clerk's report:

- a. To receive the report which outlines activities undertaken since the last Full Council meeting.
- b. To consider the quotes received in the circulated report for civic regalia, defibrillator batteries, a storage cupboard and dog mess stickers and signs.

06/26/26. South Downs National Park: To consider the whole of the Parish joining the SDNPA.

06/26/27. Internal audit for financial year 2025/26: To receive and note the final internal audit report for 2025/26. To review the effectiveness of the system of internal control and approve the Annual Governance Statements, Section 1 of the 2025/26 Annual Governance and Accountability Return (AGAR). To sign section 1.

06/26/28. Receipts and payments 2025/26 and statement of reserves: To note the circulated budget report to 31 March 2026 and statement of earmarked reserves.

06/26/29. Accounting statements, Section 2 of the 2025/26 AGAR: To consider the Accounting Statements and approve them by resolution. To sign Section 2. To agree and set the period of public rights for the inspection of the unaudited AGAR.

06/26/30. Finance:

- a. To note the budget report to 31 May 2026.
- b. To note the earmarked reserves and bank reconciliations to 31 May 2026.
- c. To resolve to approve the list of payments.

06/26/31. Correspondence: To note the list of correspondence and consider any required action.

06/26/32. Items to be included on the next agenda

06/26/33. Date of next meeting: To resolve to hold the next meeting on Thursday 9 July 2026 at 7.15pm.

06/26/34. 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.

06/26/35. To discuss any outstanding matters relating to the lease agreement with the Allotment Association.