



# Westbourne

Parish Council

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**Members of the Parish Council are summoned to attend the next meeting of Westbourne Parish Council which will take place at 7.15pm on Thursday 14 February 2019 at The Meeting Place, North Street, Westbourne.**

*Clare Kennett, 1 February 2019*  
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. Updates and issues from the minutes of 10 January 2019:** To note any updates or issues which are not otherwise on the agenda. The minutes were signed by the Chair as a correct record at the Full Council meeting on 24 January 2019.

**4. Minutes of the Parish Council meeting held on 24 January 2019:** To approve the circulated minutes as a correct record.

**5. Updates and issues from the minutes of 24 January 2019:** 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. County Councillor's comments and questions:** County Council Viral Parikh is invited to attend the meeting and make comments to the Council.

**8. District Councillor's comments and questions:** District Councillor Mark Dunn is invited to attend the meeting and make comments to the Council.

**9. Emsworth Surgery update:** Clive Shore, consultant on plans for the future of the Surgery, is invited to give an update.

**10. Westbourne's buses and Taxi-bus service:** To discuss the current situation of Westbourne's buses and the Parish Council's new Taxi-bus, Cllr Briscoe.

**11. Police incident report:** To receive a tabled report on police incidents in the Parish within the previous month.

**12. Committee/Working Group reports:** To receive the minutes and reports of the: Finance and General Purpose Committee, Cllr Hitchcock

Joint Burial Committee, Cllr Owen/Ricketts  
Planning Committee, Cllr Briscoe  
Public Services Committee, Cllr Briscoe  
Recreation, Leisure and Amenities Committee, Cllr Ricketts  
Communications Working Group, Cllr Mason  
Neighbourhood Plan Steering Group, Cllr Hitchcock

**13. Tree survey:** To consider the report provided following the recent survey of the Council's trees, Clerk.

**14. Grounds maintenance contract:** To adopt the draft contract with the Council's grounds maintenance contractor, Longmeadows, Clerk.

**15. Annual Parish Assembly:** To discuss the draft programme for the event on Thursday 4 April at 7pm and to receive suggestions for guest speakers, Clerk.

**16. Annual Spring Clean Day:** To discuss arrangements for the event on Sunday 7 April from 2-4pm, Cllr Hitchcock.

**17. Financial Risk Assessment:** To review and approve the circulated financial risk assessment, Clerk.

**18. 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 and require advance authorisation. The second is a list of payments made which requires retrospective authorisation. The list of payments and the bank reconciliation will be tabled at the meeting.

**19. Correspondence:** To note the list of correspondence, to be tabled at the meeting, and to consider any action to be taken as a result.

**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. Date of next meeting:** The next meeting is scheduled to be held on Thursday 14 March 2019 at 7.15pm.