



# 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 November 2019 at The Meeting Place, North Street, Westbourne.**

*Clare Kennett, 1 November 2019*

Clerk to the Council

## Agenda

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

### **2. 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.

**3. Minutes of the Parish Council meeting held on 10 October 2019:** To approve the circulated minutes as a correct record.

**4. Updates and issues from the minutes of 10 October 2019:** To note any updates or issues which are not otherwise on the agenda.

**5. 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).

**6. County Councillor's comments and questions:** A by-election will be held on 21 November 2019 to fill the County Councillor vacancy at West Sussex County Council.

**7. District Councillor's comments and questions:** District Councillor Roy Briscoe is invited to attend the meeting and make comments to the Council.

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

**9. CCTV:** To discuss the installation of CCTV in the Parish, Cllr Mack.

**10. Survey results:** To consider the report which analyses the results of the recent resident survey and to agree how the feedback will be used to inform Council objectives, Cllr Hitchcock.

**11. Business Plan:** To consider the updated draft of the Business Plan, Cllr Hitchcock.

**12. Committee/Working Group reports:** To receive updates of the:

Finance and General Purpose Committee, Cllr Hitchcock. Minutes of the meeting held on 24 October 2019.

Joint Burial Committee, Clerk to the JBC

Planning Committee, Cllr Hitchcock

Public Services Committee, Cllr Mack

Recreation, Leisure and Amenities Committee, Cllr Ricketts

Business Plan Working Group, Cllr Hitchcock

Neighbourhood Plan Steering Group, Cllr Hitchcock

**13. Community Chest Grant:** To consider an application from the Baptist Church to support a community event on Saturday 14 December at The Meeting Place.

**14. Street lighting electricity:** To consider a fixed-term contract with SSE for a period of five years to save £220 per year on current pricing.

**15. Standing Orders:** To consider any updates that may be required to the Council's Standing Orders for financial year 2019-20.

**16. 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, Clerk.

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

**18. 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.

**19. Date of next meeting:** The next meeting is scheduled to be held on Thursday 5 December 2019 at 7.15pm