



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 13 February 2020 at The Meeting Place, North Street, Westbourne.

Clare Kennett, 7 February 2020
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 9 January 2020: To approve the circulated minutes as a correct record.

4. Updates and issues from the minutes of 9 January 2020: 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: County Councillor Mike Magill is invited to attend the meeting and make comments to the 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 receive an update regarding the installation of CCTV in The Square and The Grove in Westbourne, and to consider a draft letter to residents, Cllr Mack.

10. Tree planting and removal of ash trees at Monk's Hill: To consider a programme of tree planting in Westbourne and the removal of the ash trees at Monk's Hill due to ash die-back, Cllr Hitchcock.

11. VE Day 75: To discuss commemorations for the 75th anniversary of the end of war in Europe on Friday 8 May 2020, see the national programme of events at <https://www.veday75.org/get-involved/>, Clerk.

- 12. Annual Parish Assembly:** To discuss the draft programme for the event on Thursday 2 April at 7pm and to receive suggestions for guest speakers, Clerk.
- 13. Annual Spring Clean Day:** To discuss arrangements for the event on Sunday 5 April from 2-4pm, Cllr Hitchcock.
- 14. Friends of Stansted Park:** To receive an update of the recent committee meeting, Cllr Ricketts.
- 15. Insurance renewal:** To consider quotes for the renewal of the Parish Council's insurance, Clerk.
- 16. Spring newsletter:** To discuss ideas for articles for the next edition, Clerk.
- 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 requiring advance authorisation, the second is a list of payments made requiring retrospective authorisation, Clerk.
- 19. Correspondence:** To note the list of correspondence and to consider any required action.
- 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 12 March 2020 at 7.15pm

In accordance with the Local Government Act 1972 Schedule 12, the Council may decide by resolution to exclude the press and public from any part of the meeting under a Section Two item.

Section Two

- 22. Monk's Hill recreation ground:** To consider a draft governing document for the charity and the advice received from Ian Davison, solicitor.
- 23. Village car park:** To receive an update on issues relating to the proposed village car park, Cllr Hitchcock.