



# 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 9 July 2020. The meeting will be held remotely using Zoom video conferencing.**

**The meeting link will be published to members. Members of the public and press who would like to join the meeting should contact the Parish Clerk, contact details above, who will share the meeting details.**

*Clare Kennett, 3 July 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 11 June 2020:** To approve the circulated minutes as a correct record.

**4. Updates and issues from the minutes of 11 June 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 Council 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. New Homes Bonus:** To approve the applications for submission to Chichester District Council for funding in 2020.

**10. Committee/Working Group reports:** To receive the minutes of the:

- Public Services Committee, 18 June 2020
- Recreation, Leisure and Amenities Committee, 18 June 2020
- Business Plan Working Group, 25 June 2020.

**11. Cemetery extension:** Appointment of contractor.

**12. E-newsletter:** To consider the draft of the e-newsletter to be sent to the email distribution list.

**13. Budget report for quarter 1 of financial year 2020/21:** To receive the circulated budget report.

**14. 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.

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

**16. 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.

**17. Date of next meeting:** The next meeting is scheduled to be held on Thursday 10 September 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**

**18. Legal advice:** To consider quotes received from solicitors to support the Parish Council with matters relating to Westbourne Community Trust.