

Minutes



Westbourne

Parish Council

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Minutes of Westbourne Parish Council's meeting which took place at 7.15pm on Thursday 11 February 2021. The meeting was held remotely using Zoom video conferencing.

Present: Cllr Lade Barker, Cllr Roy Briscoe, Cllr Richard Hitchcock, Cllr David Mack, Cllr Mike Magill, Cllr Kate McNicol, Cllr Ann Pearcey and Clare Kennett, Clerk to the Council

Meeting chaired by Cllr Hitchcock. One member of the public was present.

1. Apologies for absence: Cllr Nigel Ricketts.

2. To receive declarations of interest and updates to the Register of Interests: None.

3. Minutes of the Parish Council meeting held on 14 January 2021: The minutes were agreed to be a true record and were signed as such by the Chair.

4. Updates and issues from the minutes of 14 January 2021:

Item 15: It was noted that the Parish Council also approved the legislation on holding virtual meetings in April 2020. The Clerk confirmed the interim internal audit report had been updated by the auditor to reflect this and to replace the previous report. It was not necessary for the Council to approve the report again as it only provides recommendations at the interim stage of the audit process.

5. Open forum: None.

6. County Councillor's comments and questions: County Council Mike Magill gave the following report. A meeting was held about the amount of development taking place not only within Westbourne but to the West of Chichester and how this will affect roads. The District Council is in the process of conducting a traffic simulation for the District but with a focus on areas with an increase in development. I will be involved in the report to identify key problem areas at a strategic level, including Fishbourne roundabout. Not only are we looking at how roads will look with increased traffic, we are also drawing what we require from all methods of transport, including trains, buses and cycle paths. It is important to work together to identify current or potential needs for the Parish for sustainable transport that we can feed in. We have the potential Chem Route scheme and we should identify where we would like more bus services and increased service to the train station. Southern Water (SW): I had a good meeting with the SW CEO (Ian McAuley), representatives from CDC and Gillian Keegan MP to discuss the concern of the current situation. We discussed Combined Sewer Overflows (CSOs), present capacity and the amount of development planned locally, and their long term plan and their involvement in CDC's Local Plan Review. CSOs – a Victorian system and to replace would take circa 25 years and as such they are looking at preventing surface water entering the

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system. If done properly this will prevent the overflows into the Harbour. The Beachbuoy system helps provide up to date information on what is happening in the Harbour and they are looking at expanding and improving this to be more transparent. Planning and capacity issues – SW is not a statutory consultee and has to accept new developments onto their systems; they cannot refuse. CDC will seek greater certainty and confidence from SW on the revised housing distribution in the Local Plan. I ask for this to be tied in with Havant Borough Council (HBC) too as there is a lot of large development across the border that will affect us too. SW want to work with developers and CDC to make houses more water efficient to relieve the strain on the system. The meeting laid the foundations for a closer working group between District, County, our MP and SW to rectify the issues above. I have also been in discussion with HBC councillors to make them aware and work with them moving forward too. Additional Notes: All children eligible for Free School Meals are eligible for a £20 voucher to cover the half term holiday. This is the same scheme that was put in place for the Christmas holiday but the weekly value has gone up from £15. Schools have been sent details directly but if anyone is in any doubt they should call the Community Hub on 0330 222 7980. There is now a single telephone number and email address to report concerns about children and young people. This is to help coordinate and simplify responses so that WSCC can ensure children's needs are reviewed quickly and by a joined up Early Help and Social Care Team. The details are 01403 229900 and WSChildrenservices@westsussex.gov.uk

Cllr Magill asked Cllr Hitchcock to write to him as Chairman within the context of any countywide consultation regarding sustainable (public) transport to state that the Parish of Westbourne would very much appreciate an improved bus service. Currently there is only one bus a day to Chichester, with nothing heading in the other direction to Emsworth and Havant which left Westbourne cut off as a parish on the boundary of West Sussex.

7. District Councillor's comments and questions: District Councillor Roy Briscoe gave the following report. Most of the community has complied with lockdown rules, although 19 people had been issued with fixed penalty notices by the police. Many staff were still redeployed or furloughed and there had been a big increase in those claiming benefits, generating a lot of work for CDC. This seemed to indicate that many jobs had been lost. Government grants were still available for businesses <https://www.chichester.gov.uk/grants>. If your application was refused, please let me know and I will get the application looked at again. The location of the vaccination centres at Selsey and Tangmere were considered by many to be too far away. This was an NHS decision and CDC had put pressure on them and a new centre was opening at Westgate Leisure Centre. Please take up your offer of a vaccine as it's the way we'll beat the virus. The Novium Museum and Sports Centres remain closed but, Westgate would be opened for the Vaccine Centre. Gillian Keegan MP was meeting the CEO of Portsmouth Water on 5 March to discuss water extraction at Walderton. The FotE had sent evidence of trout in the river for two miles above the bridge at Emsworth Common Road, which the EA and Portsmouth Water both claimed was winterbourne. PW advertise their environmental credentials, so let's see if they agree to reduce abstraction. Mr Andrew Elms had agreed for the FotE to walk the river and check when the freshwater springs start flowing again. Fly tipping continued to be an issue and the police were taking action and CDC was discussing what else could be done to bring prosecutions on offenders. The use of cameras was back on the agenda, along with a multi-agency approach. Lamping and

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poaching continued but it appeared that the Rural Crime team was taking notice and was dealing with regular incidents. In relation to the Gypsy and Traveller group, a meeting would take place next week. It was hoped the Westbourne Neighbourhood Plan (NP) would go through soon and the report by the examiner had been returned for fact checking. Once agreed, it would be updated and go to Cabinet for sign off at which point it would carry significant weight. The Local Plan Review continued to gather evidence, but Highways England and Natural England do not object to the housing numbers given by the government, even though CDC had explained concerns. CDC was awaiting an update from Stantec on highway issues, including a possible bridge over the railway at Southbourne. It had been agreed that Southern Water would be a standing item on the Development Plan and Infrastructure Panel that considered the emerging Local Plan. New consultations could be found at <https://www.chichester.gov.uk/letstalksurveys>, currently there was one about contaminated land. The police had increased their Precept by £15 to allow further high-profile policing and target areas around hidden and cybercrime. CDC was proposing a £5 per year increase. (Totals per annum: police £214 and CDC £171 per band D property). More Gigabit Fibre schemes were proposed for rural areas <https://gigabitvoucher.culture.gov.uk/home> Flooding in the Parish had been reported to Cllr Magill to take up with WSCC Highways and myself to take up with CDC's District Land Flooding Control officers. A site visit to those areas would be conducted. Cllr Magill and I have continued to work well together and over the last month, several issues in our area had been dealt with between us to get the best we can from our respective councils for the Westbourne Ward.

8. Police incident report: PCSO Baylee Reed did not provide a report.

9. Areas of concern and questions for the police: It was agreed to add questions on the following subject areas to a police questionnaire being prepared by the Bournes Forum.

- Ball bearing incidents
- Flytipping
- Drug dealing
- Speeding
- Motorbikes
- Parking near Westbourne Primary School
- Anti-social behaviour and a request for more patrols during the school holidays and in the warmer months.

10. Annual Parish Assembly: Councillors discussing the merits of holding a virtual meeting in April and also the possibility of postponing it until it could be held in person. In a normal year, the event should be held between 1 March and 1 June, however the auditor had confirmed that it could be held at any time of the year if two parishioners requested it. It was discussed that a virtual meeting, which was live streamed to Facebook, may attract a different audience but not many people might attend the event itself as it would not be the same social occasion. It was agreed to look into speakers for a virtual event, possibly around the theme of health and well-being during lockdown restrictions or first aid training to complement the service provided by the defibrillators available in the Parish. It was agreed to discuss the issue again at the next meeting once updated guidance, expected on 22 February, had been issued by the government.

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11. Annual spring clean day: It was agreed to work with Greening Westbourne to hold the event in 2021. It was discussed that if the event was held in partnership, it would be covered by the Parish Council's insurance.

12. Spring/summer newsletter: It was agreed to produce the next edition of the newsletter in early summer.

13. Code of Conduct: Members agreed to approve the new Code of Conduct as recommended by Chichester District Council.

14. WSALC/SSALC: Members discussed WSALC's review of SSALC and it was agreed that the project had been poorly managed. It was discussed that Cllr Hitchcock would write to SSALC to give notice of the Council's intention to withdraw from WSALC, although the Council reserved the right to rescind the notice should a suitable alternative to Hampshire Association of Local Councils were provided. It was agreed to discuss the matter again at the next Full Council meeting when the WSALC AGM had taken place in order to review the situation.

15. Kompan playground inspections: Members agreed to renew the service provided by Kompan for the inspection of the playgrounds for 2021/22 at a cost of £1,102.

16. Strategy and Finance Committee: The minutes of the meeting held on 21 January 2021 were agreed to be a true record and were signed as such by the Chair. Members agreed the circulated terms of reference for the new committee.

17. Payments for approval: Members considered and approved a list of payments totalling £3,663.62 due immediately (or it is known must be paid between now and 11 March and require advance authorisation). There were payments totalling £1,124.14 made since 14 January and require retrospective authorisation. In compliance with Financial Regulations 5.2, personal payments (including salaries) were summarised on a separate confidential paper. The list of payments is included in Appendix 1.

Cllr Hitchcock informed the Council that the WNPSG may need to draw on the earmarked reserve of £2k that had been set aside by the Parish Council. This was to support the completion of the Plan, which would hopefully go to referendum in the near future, and to incorporate any required updates. Cllr Hitchcock said that the WNPSG would apply for grant funding where possible as so far it had been produced at no cost to the Parish.

18. Correspondence: Members noted the list of correspondence. Members thanked people who had donated IT equipment to Westbourne Primary School to help children with home schooling.

19. Announcements and items for the next meeting: None.

20. Date of next meeting: The next meeting is scheduled to be held on Thursday 11 March 2021 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.

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Section Two

21. Joint Burial Committee: It was discussed that the issues relating to the JBC should be submitted to Southbourne Parish Council by Westbourne Parish Council as a body corporate, and not by members acting independently. It was agreed that the Council would resubmit the complaint issued in December 2020 for resolution.

22. Westbourne Help: Members agreed to continue to offer the service and to review it again at the next meeting in March.

Meeting closed at 9.40pm.

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Appendix 1

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Agenda item 17: Payments for approval

(DD: payment made by Direct Debit, IB: payment made by Internet Banking, C: cheque payment including number, PC: payment made by petty cash, *movement of an earmarked reserve, ** paid from No 2 account)

Payments for approval	Total	Net	VAT
EE&T Mobile Parish Council and			
DD Westbourne Help lines	49.82	41.52	8.30
IB WSCC LGPS Nov 20	452.37	452.37	0.00
IB SSE streetlight electricity	72.04	68.62	3.42
IB SSALC CK training course	36.00	30.00	6.00
IB HMRC quarter 3	1,050.66	0.00	0.00
IB Confidential payments	1,378.73	0.00	0.00
Citizens Advice S137 donation			
IB 2020/21	300.00	0.00	0.00
IB Kompan playground inspection	324.00	270.00	54.00
	3,663.62	862.51	71.72

Payments for retrospective approval			
IB Mulberry & Co interim audit	216.00	180.00	36.00
IB C Kennett reimbursement printer	194.99	162.49	32.50
The Woodhorn Group bark for			
IB Monk's Hill	713.15	594.29	118.86
	1,124.14	936.78	187.36

1. Treasurers account number 1

Balance per statement 31/01/21	157,065.85
Less outstanding payments	0.00
Outstanding receipts	0.00
Add petty cash	0.00
Revised bank	157,065.85

Cashbook control

Balance forward 01/04/20	133,972.03
Add total receipts to date	118,521.25
Less total payments to date	95,427.43
Cashbook at 31/01/21	157,065.85