

Minutes



Westbourne

Parish Council

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Minutes of Westbourne Parish Council's meeting which took place at 7.15pm on Thursday 11 March 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 Nigel Ricketts, Cllr Ann Pearcey and Clare Kennett, Clerk to the Council.

Meeting chaired by Cllr Hitchcock. Two members of the public were present.

1. Apologies for absence: None.

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

3. Minutes of the Parish Council meeting held on 11 February 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 11 February 2021: None.

5. Open forum: No issues were brought to the attention of the Council from members of the public who were present at the meeting. Cllr Pearcey said a resident had contacted her about large vehicles on Cemetery Lane that caused damage to the grass verges. He was also concerned about his grandchildren were at risk of harm from agricultural vehicles that did not slow down. The road was too narrow to cope with oncoming vehicles or when cars parked on the verge whilst visiting the Cemetery. Cllr Pearcey had asked the Chair of the JBC to consider the option of opening the car park at the cemetery at all times. There was also damage to the hedge at the northern aspect of the junction of Cemetery and Foxbury Lanes caused by long HGVs turning into Cemetery Lane. There was damaged tarmac at the edges of Foxbury Lane which was a narrow road and there was a lack of road markings. Large agricultural vehicles travelled at speed along the road and took up much road space.

It was agreed that Highways was responsible for the issues on Foxbury Lane. Cllr Magill said they regularly inspected the highway and there was currently a backlog of repairs. He said he would raise the issues again but it could take four to five months as they were not urgent repairs. Cllr Briscoe said he would speak to Woodmancote Agricultural Contractors about vehicles on Cemetery Lane. It was discussed that there were similar issues on Aldsworth Common Road.

6. County Councillor's comments and questions: County Council Mike Magill gave the following report. With an end to the current lockdown in sight, it is great to see that the numbers continue to fall in our area with 62 cases in Chichester District in the seven days up to the 25 February and we remain below the West Sussex average. The NHS has done well in rolling out the vaccinations and the

Minutes

announcement of the Westgate Centre becoming a mass vaccination centre will help speed up the process. The Westgate Centre had been identified early on but going through all the protocols and preparation was behind the delay in announcing its usage, in case there were any problems. If you are eligible and haven't received an appointment yet, go to the NHS website where you can book

www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/book-coronavirus-vaccination/

Early Help redesign consultation: WSCC Cabinet approved a consultation on the redesign of the Early Help service which supports children and families in West Sussex. These have been delivered at centres across the county but with them all being shut over the last year, due to pandemic, we are looking at whether a physical location is necessary or whether we can be more agile and focus support on the most vulnerable. This would see the closure of 32 children and family centre buildings which is a large reduction. With a centre in Southbourne on Park Road, I imagine this would affect the residents in Southbourne. All the services offered in the centres are not provided by WSCC and so discussions will also take place with external providers to see if they can deliver services in other local premises. There is a 10 week consultation taking place starting on the 8 March

<https://yourvoice.westsussex.gov.uk/early-help-redesign>

Co-op: I witnessed a shoplifter in action in our Coop and followed her out of the shop and got a photo that I managed to pass to the security guard within the shop. I am not sure he is there full time but it is looking as though they are more aware of the issue and looking to provide some more protection for their staff.

If you have any queries about this or anything else, please feel free to contact me at any time and I will of course be more than happy to help. Cllr Magill added that he had contacted Highways again for a date to install the posts for the SIDs in Aldsworth and he had spoken to them about the blocked culvert on Aldsworth Common Road.

7. District Councillor's comments and questions: District Councillor Roy Briscoe gave the following report. Government grants are available for businesses during Covid, please see <https://www.chichester.gov.uk/grants>. Let me know if you need help as I've intervened on six occasions. The vaccine rollout has continued at pace with the Westgate Centre being used. A meeting with Gillian Keegan MP and the CEO of Portsmouth Water to discuss water extraction at Walderton has been delayed until 14 May due to Covid restrictions. Fly tipping continues to be a big issue and the police and environment protection officers are taking some action. I'm in discussion on what else we do to bring prosecutions of offenders. The use of cameras is being considered and we need a multi-agency approach which Kevin Carter (CCS) is proposing including WSCC, Police, EA, NFU and CDC. I have asked that funding be made available to tackle the issue. Lamping and poaching continues but it appears the Rural Crime team are dealing with regular incidents. Both the Novium Museum and Sports Centres remain closed due to reopen 17 May. I have instigated a Gypsy and Traveller Committee which is attended by councillors and senior managers. We have invited the consultants to the next meeting so we can have an input to the proposed policy. ORS, consultants that compiled the Gypsy Traveller Accommodation Assessment (GTAA), will attend regularly. They have a case going to the Supreme Court looking for support that the GTAA should only be used for local 'needs'. I hope Westbourne's Neighbourhood Plan will go through soon which has suffered severe delays as a result of changes to national regulation and EU

Minutes

legislation. The Local Plan review continues to gather evidence, but Highways England and Natural England are silent on issues around the A27 and strategic road network and nitrate discharge into the Harbour. CDC has a duty to plan positively and do everything to accommodate the allocated housing. The police have increased their Precept by £15 to allow further high-profile policing, and target areas around hidden and cybercrime. The District Council are proposing a £5 per year increase, both those figures are on a band D property. (Totals per annum: Police £214 and District Council £171). More gigabit fibre schemes have been picked up locally, including one for part of Westbourne, one at the top of Hambrook on the boundary with West Ashling, one on Woodmancote Lane and schemes at Compton and West Marden. <https://gigabitvoucher.culture.gov.uk/home> Please send picture of flooding in and around the Parish to me and I will send a copy to the drainage officers. We have agreed in principle to join the Coastal Partnership, a joint venture with Hampshire councils who have coastal areas. Mike and I have continued to work well together over the last month on several issues in our area. We continue 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 for the meeting. Cllr Hitchcock had reported recent catapult/ball bearings incidents to PCSO Reed and had stressed the importance of this being addressed urgently. It was agreed that residents should report all incidents to the police.

9. Annual Parish Assembly: Members discussed that an event could be held in the summer instead of holding a virtual meeting, which might not be well attended. This could be a drop-in event at The Meeting Place and local organisations and businesses could display information. It was discussed that an event outside could be a possibility. Members also discussed the possibility of a temporary road closure in The Square and inviting organisations and businesses to have stands. No final decision was made.

10. Litter picking: Cllr Hitchcock and Cllr McNicol said that litter picking kits would be available at The Meeting Place for members of the public to use at any time. These had been made available with support from Greening Westbourne and the Final Straw Foundation and would replace the normal Spring Clean Day event. A combination lock was available on the shed door which people could get by contacting the Clerk or Cllr Hitchcock. The Clerk agreed to support with promoting the initiative.

11. Tree Champions: Cllr Hitchcock recommended that the Tree Wardens should now be called Tree Champions, as being part of the Tree Council meant that a rigid framework needed to be followed. Members agreed to the change of name and it was noted that there were vacancies for new Champions. It was agreed to promote the scheme to members of the public. Being a Tree Champion involved looking after trees in the Parish, plantings new ones and looking at opportunities for funding.

12. Westbourne postcode: It was agreed to write to the Royal Mail to request that 'Emsworth, Hampshire' was removed from the Westbourne postal address and replaced with West Sussex. It was noted that the current address causes confusion, which was a concern in relation to emergency incidents requiring the police or an ambulance. Cllr Mack said that there were properties with the same address on Long Copse Lane (one end being in Westbourne and the other in Emsworth) and deliveries were often made to the wrong house.

Minutes

13. WSALC/SSALC: Cllr Hitchcock said that the Chair and Vice-chair of WSALC had been removed by resolution and six new directors had been appointed to the Board. SSALC ceased to exist and there was now a question about who would provide the service. Councils, including Westbourne, had voted against Hampshire ALC providing services and in the short term West Sussex local councils would be supported by Mulberry & Co. The Clerk agreed to find out if there would be any conflict of interest for the Council as Mulberry & Co were its the internal auditor. Cllr Hitchcock said it was hoped that East Sussex and West Sussex would form an ALC.

14. Payments for approval: Members considered and approved a list of payments totalling £3,385.09 due immediately (or it is known must be paid between now and 8 April and require advance authorisation). There were payments totalling £804.00 made since 11 February 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.

15. Correspondence: Members noted the list of correspondence.

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

17. Date of next meeting: The next meeting is scheduled to be held on Thursday 8 April 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.

Section Two

18. Enforcement case no: 13/00163/CONWST DCGL ref no: APP/L3185/C/18/3203193 – LEAD, APP/L3815/C/18/3203215, APP/L3815/C/18/3203219 and APP/L3815/C/18/3203222: The Old Army Camp Cemetery Lane Woodmancote. Alleged breach: Without planning permission, change of use of land and erection of fences (Notices (WE/40, WE/41, WE/42 and WE/43). Notification of enforcement appeal and public inquiry on 27 April 2021.

Members noted the change of date of the inquiry until September 2021 and agreed to the expenditure of £2,695 for the Parish Council's consultant.

19. Westbourne Help: Cllr Hitchcock agreed to continue monitoring the helpline and email account.

Meeting closed at 9pm.

Minutes

Appendix 1: Payments for approval

Westbourne Parish Council, 11 March 2021

Agenda item 14: 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	69.49	57.91	11.58
IB WSCC LGPS March 21	452.37	452.37	0.00
IB SSE streetlight electricity	72.04	68.62	3.42
IB Confidential payments	1,373.33	0.00	0.00
IB Jackson Planning Ltd (WNPSG)	342.00	285.00	57.00
IB Microshade cloud storage	103.80	86.50	17.30
IB MS 365	9.48	7.90	1.58
IB Vision ICT hosted email account	21.60	18.00	3.60
IB Viking ink cartridges	56.99	47.49	9.50
IB WSALC subscription 2021/22	775.99	775.99	0.00
IB SSALC training (CK, RH, AP)	108.00	90.00	18.00
	3,385.09	1,889.78	121.98

Payments for retrospective approval

IB Kompan playground inspections	324.00	270.00	54.00
Longmeadows clearing copse at			
IB Monk's Hill	480.00	0.00	0.00
IB			
	804.00	270.00	54.00

1. Treasurers account number 1

Balance per statement 28/02/21	152,815.23
Less outstanding payments	0.00
Outstanding receipts	0.00
Add petty cash	0.00
Revised bank	152,815.23

Cashbook control

Balance forward 01/04/20	133,972.03
Add total receipts to date	118,521.25
Less total payments to date	99,678.05
Cashbook at 28/02/21	152,815.23