

Minutes



Westbourne

Parish Council

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Minutes of Westbourne Parish Council's Strategy and Finance Committee which took place on Thursday 21 January 2021 at 8pm. The meeting was held remotely using Zoom video conferencing.

Present: Cllr Roy Briscoe, Cllr Richard Hitchcock, Cllr Nigel Ricketts, Cllr Ann Pearcey, and Clare Kennett, Clerk to the Parish Council.

Meeting chaired by Cllr Hitchcock. No members of the public were present.

1. Election of the Chair: Cllr Hitchcock was nominated by Cllr Briscoe and seconded by Cllr Ricketts. All were in favour and Cllr Hitchcock was elected.

2. Apologies for absence: Cllr Lade Barker, Cllr David Mack and Cllr Mike Magill.

3. Election of the Vice-Chair: Cllr Magill was proposed and all were in favour. The Clerk agreed to contact Cllr Magill for his agreement.

4. Declarations of interest in the items on the agenda: None.

5. Updates or issues from the minutes of the Finance and General Purposes Committee on 22 October 2020: None.

6. Updates or issues from the minutes of the Business Plan Working Group on 25 June 2020: None.

8. Terms of reference: It was discussed that the terms of reference for the Finance and General Purposes Committee and the Business Plan Working Group could be merged. Cllr Hitchcock agreed to work on this for approval at the next Parish Council meeting.

7. Updates to the Business Plan: Members agreed to update the Business Plan by May in preparation for the next year of office. It was agreed that Cllr Hitchcock would update the value and vision statements, the Clerk would update sections 3 to 8 which gave an overview of the Council's governance, policies and procedures. It was agreed that section 2.3 should match the objectives listed in section 9. Members agreed the objectives in section 9 should be broadly the same with an inclusion about the planned and natural environment. It was agreed that the Chair and Clerk would update the objectives and would circulate them to members for consideration.

8. Business Plan action plan: It was agreed that the Chair and Clerk would update the action plan based on the revised objectives. It was discussed that the actions could belong to a committee, rather than individual councillors, to incorporate work to the committee structure and reporting process.

9. Announcements and items for the next agenda: None.

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10. Date of next meeting: It was agreed to schedule the next meeting on Thursday 20 May 2021 at 7pm.

Meeting closed at 9pm.