

Minutes



Westbourne

Parish Council

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Minutes of Westbourne Parish Council's Full Council meeting which took place on Thursday 13 June 2024 at 7.15pm at The Meeting Place, North Street, Westbourne.

Present: Cllr Neil Attewell, Cllr Lade Barker, Cllr Roy Briscoe, Cllr Kim Franks and Cllr Richard Hitchcock.

In attendance: Cllr Andrew Kerry-Bedell, West Sussex County Council
Cllr Roy Briscoe, Chichester District Council
Clare Kennett, Clerk to the Council

Meeting chaired by Cllr Hitchcock. No members of the public and one member of the press were present.

41. Apologies for absence: Cllr Jane Gould, Cllr Joanna Lockett, Cllr Nigel Ricketts and Cllr Laura Veltom.

42. Declarations of interest: There were no declarations of interest.

43. Minutes of the Parish Council meeting held on 9 May 2024: Members **AGREED** to **APPROVE** the minutes as a true record which were signed by the Chairman.

44. Updates and issues from the minutes of 9 May 2024:

Item 4, 207: Members **NOTED** that WSCC had completed the TRO application to reduce the speed limit outside the recreation ground on Monk's Hill. The 30mph sign was now approx. 200m north of the recreation ground and children's play area which the Council welcomed.

Item 26: The Clerk informed members that a letter had been sent to The Cricketers pub as discussed at the last meeting.

Item 30: Cllr Hitchcock informed members that he had written to the chairman and clerks of the Bourne parishes and it had been agreed to invite Katy Bourne PCC to the Bourne's Forum on Monday 28 October which she had accepted. The meeting would be held at The Meeting Place with councillors from the Bourne parishes in attendance, and it was discussed that questions would be prepared and sent to Katy Bourne in advance.

Item 31: The Clerk had received a quote from M Reed & Co Ltd for £750 to carry out the tree surgery at Monk's Hill recreation ground and the allotment site at Mill Road as outlined in the tree survey report. Members **AGREED** to **APPROVE** the quote.

45. Open forum: There were no comments or questions from members of the public.

46. County Councillor's comments and questions: Members thanked County Councillor Andrew Kerry-Bedell for the report circulated before the meeting. In summary Cllr Kerry-Bedell said that there had been recent meetings and discussions about the need for improved community policing. The challenge was that, unlike

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Hampshire Police who had £50m to spend on an extra 99 officers, Sussex Police had to save £20m. This was despite raising its proportion of local Council Tax by 5.4% at a cost to Bourne residents of around £1.3m. Cllr Kerry-Bedell said he had been working with Cllr Briscoe and Cllr Bangert to emphasise the need for more local police, and following a WSCC motion, a letter would be sent to Sussex PCC Katy Bourne to request improvements and consider a potential move to a community-based response model, rather than the current risk based approach that looks at threat, risk, and harm. Cllr Kerry-Bedell said that despite a comprehensive updated report to WSCC in May, he had been unable to secure WSCC Highways support for an HGV ban in Westbourne, which would involve red circle HGV prohibition signs. He also considered it would be a long and difficult process to get Hampshire County Council to also agree to the proposal. The only option was blue advisory signs or apply for a Community Highways Scheme (CHS) which, Highways had advised, was unlikely to be successful and still take a year for projects under £25k. Cllr Kerry-Bedell said that three of the traffic regulation orders for Woodmancote had got stuck in the TRO process but this had since been resolved. Cllr Kerry-Bedell would be recommending that a review of the whole TRO process was carried out as it seemed to be inefficient and prone to issues due to a lack of clarity on progress and communication with parishes and councillors. Cllr Kerry-Bedell said that Southern Water would be renaming its Beachbuoy system to Rivers and Seas to reflect that it will report river storm sewage overflows as well. Cllr Kerry-Bedell had asked a number of questions to Southern Water about this. Southern Water had submitted detailed plans costing £32.5m to improve capacity and reduce storm sewage overflows at Thornham and Bosham but it was Ofwat who would make a final decision and no funding had yet been agreed. Cllr Kerry-Bedell said that the Bourne Community Bus had gained an extra seven passengers last Wednesday which meant it had reached the target of six in order to maintain the service. The most popular destinations were Rowlands Castle and Stansted Garden Centre. Cllr Kerry-Bedell said there were problems with vehicles speeding on the A259 from Warblington to Fishbourne roundabouts, but particularly at the Hampshire end around Emsworth and before drivers hit the well signposted 40mph zone in Nutbourne East. The A259 was now 20 times more dangerous per journey mile than the notorious A27, with 60% of casualties being cyclist and motorcyclists. Add to that the fact that around 1,500 new houses had been built in the last year and another 2,000 due in the CDC Local Plan with, on average 1.6 vehicles per household, so another 3,200 vehicles due to emerge onto the A259 in the future. A speed indicator device would be available in Emsworth soon, and speed reductions were being proposed for Southbourne.

47. District Councillor's comments and questions: Members thanked District Councillor Roy Briscoe for the report. In summary, Cllr Briscoe said that at the District Council, he remained on the Planning Committee, Development and Infrastructure Panel, Standards, Appeals Committee and Budget Review. Along with several Task and finish groups and outside bodies appointments. The District Council had adopted the Chichester Harbour Management Plan and had allocated £180k from reserves towards the WSRT and a project to improve the chalk streams, including the River Ems. Cabinet had recommended approval of the release of £494k from reserves to support the planning team in planning appeals and professional services. Also, an allocation of £206k toward the refurbishment of the Public WCs on Tower Street. Other things decided by Cabinet were adoption of the

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Foreshore Management Policy, introduction of Pavement Licenses from Sept 2025, and allocation of S106 monies to Donnington Parish Council toward improvement of the canal tow path. Cllr Briscoe said he would be raising a couple of points at Council on the latter allocations of money from reserves. Cllr Briscoe reminded residents to take ID with them to vote in the general election, and if you were asked to drop off a postal vote at the District Council, it could not be put through the letter box as it had to be done in person and you must make a declaration and have ID. Cllr Briscoe thanked Cllr Hitchcock for attending June's planning committee to make a representation on behalf of the Parish. His comments were well received and after a short debate, Cllr Briscoe put forward a recommendation to refuse the Travelling Showman application on Woodmancote Lane. The other members agreed and it was refused on grounds in the Neighbourhood Plan and landscape issues. It was likely to go to appeal and Cllr Briscoe had asked to be kept informed so he could be at the appeal hearing. Cllr Briscoe said residents can comment on planning applications anonymously by emailing dcplanning@chichester.gov.uk - request to remain anonymous but to please copy Cllr Briscoe in so that he was aware of local issues. Cllr Briscoe met a flooding engineer about issues all along Woodmancote Lane to assess the springs north of the lane that create ford across the road in places. The officer rightly advised some of the issues were riparian ownership issues but did accept that some related to fresh water springs and blocked highway gullies. Cllr Briscoe reminded residents to be vigilant on any land you suspect of being sold and consider the consequences. Cllr Briscoe said an application for 9 Traveller pitches had been received for Marlpit Lane. Cllr Briscoe said he had met Det. Supt. Grantham and Insp Lyons to discuss visible policing. Insp Lyons had obviously done a bit of homework and was aware of anti-social behaviour in our Parish, including youths on motorcycles in Mill Road Park. Cllr Briscoe asked if they consider reverting to the geographical model from the functional one and was told deployment of resources were under review and that representations would be made on his behalf. Cllr Briscoe believed any allocation had to have an element of financial contribution, of which Westbourne contributed around £400k to the Police Precept and CDC as a whole contribute about £14m. Cllr Briscoe was given assurances that there would be more visible policing probably by a PCSO. Insp Lyons also said he was organising a meeting between Parish clerks and himself and confirmed that attendance could be by a councillors or clerk from each parish to make it a viable meeting. A meeting with the new Chichester Commander Ch Insp Keating held a couple of days later appeared to contradict Supt Grantham in that he said he thought the functional model was the right one for our area. Cllr Briscoe said the financial contributions from the Chichester area must be considered and we should have more Police presence. Cllr Briscoe said he was attending a meeting with Portsmouth Water in July to discuss customer satisfaction and their review of the service, and would take the opportunity to push the River Ems issue again. I managed to get the report on the restoration of the Ems from ARRT (WSRT) released to the Friends of the Ems early before public release to make sure our voices were heard.

48. Southern Water's consultation: Members considered the circulated consultation on the Hampshire Water Transfer and Water Recycling Project at the Havant Thicket Reservoir, deadline 23 July 2024. It was **AGREED** that Cllr Hitchcock would ask Greening Westbourne to respond on behalf of the Parish as they had good knowledge of the project and wider issues.

49. Internal audit for financial year 2023/24:

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49a. Members **NOTED** the internal audit report for 2023/24 prepared by Andy Beams, Mulberry & Co, following a meeting with the Clerk on 23 May 2024 and **RECEIVED** the recommendations with no further comment.

49b. Members **REVIEWED** the effectiveness of the system of internal control and **APPROVED** the Annual Governance Statement, Section 1, of the Annual Governance and Accountability Return (AGAR) 2023/24, by resolution. Cllr Hitchcock signed Section 1 of the AGAR.

50. Receipts and payments 2023/24 and statement of reserves: Members **NOTED** the circulated budget report to 31 March 2024 and statement of earmarked reserves with no further comment.

51. Accounting statements, Section 2 of the 2023/24 AGAR: Members **APPROVED** the Accounting Statements by resolution and Cllr Hitchcock signed Section 2 of the AGAR. Members **AGREED** to set the period of public rights for the inspection of the unaudited AGAR, published on 14 June, commencing on 17 June and ending on 26 July 2024.

52. General Power of Competence: Members **AGREED** that the criteria have been met for eligibility during 2024/25. It was **AGREED** that the number of councillors elected at the last election in May 2023 was equal to two thirds of its total number of councillors and the Clerk has a CILCA qualification.

53. Financial Regulations: Members **APPROVED** the version updated by NALC in May 2024, including the Clerk's amendments to adapt the permitted sections so the policy is relevant to the Parish, which was **ADOPTED** by the Council.

54. Banking arrangements: Members considered the circulated report prepared by the Clerk. It was **AGREED** unanimously to proceed with the following recommendations:

- To keep £85k in Unity Bank (gaining 2.75% interest). The interest earned to date of £3,205.72 at 31/05/24 to be invested on new facilities at the recreation grounds, to be deferred to the Recreation, Leisure and Amenities Committee for agreement.
- To open a 1-year savings bond with Cambridge and Counties at 5.10% interest.
- To keep the remaining funds in Lloyds, with £40k at all times in the Treasurers account (equivalent to three-months Precept) and the rest in a new savings account which would earn 1.9% interest on a daily basis.

55. Playground inspections: Members considered the circulated quotes for playground inspections in 2024/25 at Mill Road and Monk's Hill. It was **AGREED** to continue with Kompan who had quoted the best price of £833.74 ex VAT. (The Play Inspection Company quoted £925 ex VAT, ROSPA Play Safety had quoted £1,155 ex VAT and HAGS had quoted £1,485 ex VAT).

56. Policing in Westbourne: Members **NOTED** the recent crime statistics at www.police.uk which stated that in April 2024 there had been six incidents of violence and sexual offences, five of anti-social behaviour two of criminal damage and arson, and one of other theft. It was **NOTED** that the total number of reported crimes for April was the highest it had been in the last 12 months.

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57. Budget monitoring: Members **NOTED** the budget report to 31 May 2024 which outlined that total net expenditure was at 8.8%. Members **RECEIVED** the bank reconciliations to 31 May 2024 which stated that Lloyds closed with a balance of £185,373.66 and Unity Bank with a balance of £88,205.72. The bank statements were signed by Cllr Attewell and Cllr Barker.

58. Payments for approval: Members **RESOLVED** to approve the list of payments totalling £2,387.75 and due immediately (to be paid before 11 July 2024 and required advance authorisation). There were payments totalling £215.18 made since 9 May 2024 which members **RESOLVED** to approve retrospectively. The list of payments is available in Appendix 1.

59. Correspondence: Members **NOTED** the list of correspondence. It was **AGREED** that the Clerk would send Tuppenny Barn information about the Community Chest grant which offered small grants to local community groups. It was **NOTED** that the Clerk would be attending a meeting with the police and other clerks in the District on 19 June and she would ask questions about police presence in the Parish, reporting of incidents and attendance at parish meetings.

60. Announcements and items for the next meeting: There were no announcements.

61. Date of next meeting: The next meeting was scheduled to be held on Thursday 11 July 2024 at 7.15pm.

Meeting closed at 8.50pm.

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Appendix 1

Westbourne Parish Council, 13 June 2024

Agenda item 18: Payments for approval

(DD: payment by Direct Debit, BACS: payment by Internet Banking, C: cheque payment inc. cheque number, PC: payment by petty cash, * earmarked reserve).

Payments for approval		Total	Net	VAT
DD	O2 mobile phone June 2024	22.85	19.04	3.81
BACS	Confidential payments June 2024	1,691.01	1,691.01	0.00
BACS	WSCC LGPS May 2024	502.32	502.32	0.00
BACS	Microshade cloud storage and email accounts June 2024	155.95	129.95	23.62
BACS	MS 365 June 2024	10.32	8.60	1.72
BACS	R Hitchcock reimbursement, car parking to attend CDC planning committee on 12/06/24	5.30	5.30	0.00
		2,387.75	2,356.22	29.15
Payments for retrospective approval				
BACS	Mullberry Local Authority Services Ltd, internal audit 2023-24	173.22	144.35	28.87
BACS	Reimbursement L Mortimer, flowers for troughs	41.96	39.97	1.99
		215.18	184.32	30.86