

Minutes



Westbourne
Parish Council

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Minutes Westbourne Parish Council's Full Council meeting which took place on Thursday 11 July 2024 at 7.15pm at The Meeting Place, North Street, Westbourne.

Present: Cllr Neil Attewell, Cllr Lade Barker, Cllr Roy Briscoe, Cllr Nigel Ricketts and Cllr Laura Veltom.

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 Ricketts. One member of the public and one member of the press were present.

62. Apologies for absence: Cllr Kim Franks, Cllr Jane Gould, Cllr Richard Hitchcock and Cllr Joanna Lockett.

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

64. Minutes of the Parish Council meeting held on 13 June 2024: Members **AGREED** to **APPROVE** the minutes as a true record which were signed by the Chairman.

65. Updates and issues from the minutes of 13 June 2024: There were no updates.

The chairman adjourned the meeting at 7.20pm.

66. Open forum: A member of the public said that there was a nice bench at the beginning of the Billy Trail on Hayling Island made from sleepers which he recommended as a replacement for the bench at River Street. Members thanked the resident for the recommendation and said they would look into it, although a bench with a back rest would be preferred. The resident also asked if a bin could be placed next to the bench on River Street. Members explained that it was private land and the location was not considered to be suitable as it could attract more waste or foxes and there would be a cost to the Council for emptying it.

The Chairman reconvened the meeting at 7.25pm.

67. County Councillor's comments and questions: Members thanked County Councillor Kerry-Bedell for the report circulated before the meeting. In summary, Cllr Kerry-Bedell said that he was working with WSCC Highways on advisory 'road unsuitable for HGVs' signage through Westbourne, and that signage revisions were being planned for Aldsworth from October. This would help with roads that were narrow such as Aldsworth Common Road, Whitechimney Row and The Square. Cllr Kerry-Bedell had also been liaising with Highways about reintroduction of the 'no

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cycling' sign at both ends of footpath 245 (Westbourne Road to Mill Lane), clearance of overgrowth vegetation on the footpath and repair of the pothole near the stream. Cllr Kerry-Bedell said that long grass had become an issue in many of the Bourne villages at road bends and junctions. Grass growth was affected by the weather and that WSCC maintained verges with cut times varying each year to suit the conditions. Where safety allowed, verges would be preserved as havens for rare flowers and wildlife and communities could request a community verge (such as the one on Whitechimney Row). Cllr Kerry-Bedell said the most effective way to report illegal parking and anti-social driving was through Operation Crackdown run by the police <https://operationcrackdown.org/> Cllr Kerry-Bedell said an additional five words could be added to top or bottom of the new village signs which provided an opportunity to feature relevant road speed limits. These would be installed in Aldsworth in the autumn. Cllr Kerry-Bedell said that Portsmouth Water would be operating the Havant Thicket Reservoir which would be completed in 2031 to store surplus water from local springs with added purified recycled water supplied from Southern Water using reverse osmosis. It would only supply Portsmouth Water customers during a period of drought and would mainly be supplying customers further way. Residents could respond to the consultation at <https://www.hampshirewtwrp.co.uk/> The book-a-bus service number 96 was now running through Westbourne and Woodmancote and Cllr Kerry-Bedell was trying to get the service to cover a wider area. See more at <https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/bus-and-coach-travel/bus-passes-and-discounts/bus-it/book-a-bus/>

68. District Councillor's comments and questions: Members thanked District Councillor Roy Briscoe for the report. In summary, Cllr Briscoe said it had been a busy time for CDCs electoral team with the general election on 4 July and some of the meetings had been delayed as the committee rooms were out of use. Cllr Briscoe said he was disappointed that many posters were stolen or defaced in the run-up to the election and that the police were investigating picture of two young women taking one of them. Cllr Briscoe said the election result was not what he had hoped for but wished the new MP Jess Brown-Fuller all the best. Cllr Briscoe said that CDCs cabinet had approved the release of £494k from reserves to support the planning team with planning appeals and professional service. Another 374k from reserves had been requested to upgrade play equipment in Priory park. Cllr Briscoe said that in the last three months, over £2m had been spent from reserves. A climate consultation was underway a free prize draw for a cycle worth £500 was available <https://letstalk.chichester.gov.uk/climatechange/participate> Cllr Briscoe said the application for an agricultural dwelling (static) in Woodmancote that was refused by CDC had now been referred to the Planning Inspectorate for appeal that would be done in an hearing. There was another planning application for nine Gypsy/Traveller pitches on Marlpit Lane and another two on Duffield Lane which had attracted many objections. Both sites were identified as woodland in Natural England's Green Infrastructure Framework. Cllr Briscoe said he understood there were other applications pending for further pitches on Cemetery Lane which would take the total up to 39 new pitches in Westbourne Parish alone. Cllr Briscoe said the Neighbourhood Plan was an important document and it was now in need of review and urged people to get involved. Cllr Briscoe said that any objection to planning applications could be emailed anonymously to dcplanning@chichester.gov.uk but would carry little weight as anonymous. Cllr Briscoe said he was still to arrange a

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meeting with the Rural Crime Unit which would now likely take place in October or November. Cllr Briscoe urged residents to report crime and anti-social behaviour to the police otherwise the police would be unaware of issues and Westbourne would not receive the service it deserved. Cllr Briscoe said that water companies had not been given the massive increases in bills that they had wanted, although it seemed that Southern Water had been given the biggest increase overall. It was still unclear what investment there would be in the sewer system in Chichester. The River Ems was still flowing at Walderton (about eight inches deep) which was almost unheard of at this time of year. There had been a survey which showed lots of invertebrates and newts. Cllr Briscoe had contacted the lead on the Chalk streams from the Environment Agency who had suggested he engaged with the West Sussex Rivers Trust.

69. Public Services and Natural Environment Committee: Members **NOTED** the minutes of the meeting with no further comments and considered the following recommendations:

- It was **AGREED** to defer a decision on the quotes received for cleaning the village gateways and fingerposts until the Full Council meeting in September when more quotes had been received.
- It was **AGREED** to defer a decision on the quotes received for a replacement bench on River Street to the Recreation, Leisure and Amenities Committee which would be meeting again on 19 September 2024.
- The Clerk had not yet received a quote from WSCC and SSE for changing the four lamp posts on the junction of Whitechimney Row and East Street to heritage-style and would continue to chase them for it.

70. Recreation, Leisure and Amenities Committee: Members **NOTED** that the committee meeting had been rescheduled for Thursday 19 September at 7pm as there had not been a quorum for the meeting to go ahead on 20 June 2024. Members discussed that weeds were growing in the matting, play bark and surface at the playground at Monk's Hill and the Clerk said she had contacted several companies for a quote to spray weed killer. Longmeadows had quoted £175 to remove the weeds by hand but they had said they would not be able to remove all the weeds in the matting and they no longer had a licence for spraying weed killer in a public place. It was **AGREED** for Cllr Ricketts, Chairman of the Recreation, Leisure and Amenities Committee, and the Clerk to make a deferred decision on the best quote as soon as they had been received and to progress with the work as soon as possible, preferably before the school summer holiday. Members also discussed the quote received from the Woodhorn Group for new play bark to top up the safety surface at a cost of £103.09 ex VAT per m³. It was **NOTED** that the last order was for 12m³. It was discussed that wood chippings might last longer than bark and the Clerk said she would check with the company. The Council **AGREED** to the order of the play bark/chippings and for Longmeadows to spread it as soon as they had availability after it had been sprayed with weed killer.

71. Banking arrangements: Members **AGREED** to save £85k in a one-year business savings bond with Redwood <https://redwoodbank.co.uk/savings/1-year-business-savings-bond/> This was a change to the decision at the last meeting on 13 June 2024 (minute reference 54) as Cambridge and Counties were not currently opening accounts to local authorities.

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72. Playground gate at Monk's Hill play ground: Members **APPROVED** retrospectively the order of a spare part to repair the broken yellow gate at a cost of £318 ex VAT and for Longmeadows to fit it.

73. 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. There were no further comments.

74. Budget monitoring: Members **NOTED** the budget report to 30 June 2024 which outlined that total net expenditure was at 12.8%. Members **RECEIVED** the bank reconciliations to 30 June 2024 which stated that the Lloyds account closed with a balance of £180,102.49 and Unity Bank with a balance of £88,810.47. The bank statements were signed by Cllr Barker and Cllr Briscoe.

75. Payments for approval: Members **RESOLVED** to approve the list of payments totalling £7,160.95 and due immediately (to be paid before 12 September 2024 and required advance authorisation). There were payments totalling £2,941.58 made since 13 June 2024 which members **RESOLVED** to approve retrospectively. Members **APPROVED** payments totalling £2,382.45 to be made in August during the summer recess. The list of payments is available in Appendix 1.

76. Correspondence: Members **NOTED** the list of correspondence with no further comments.

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

78. Confidential business: Members **RESOLVED** to exclude the public and press, in the view that publicity would prejudice the public interest by reason of the confidential nature of the business or arising out of the business about to be transacted – Public Bodies (Admission to Meetings) Act 1960.

79. Westbourne Community Trust (WCT): Members received an update from Frank Campbell, Chair of the WCT, who explained that the Regulator of Social Housing had issued registered provider status to the WCT which would enable them to provide socially rented homes. This meant that the project was now able to go ahead. Members **AGREED** unanimously for the WCT to remove the play equipment and skate park in September (date to be confirmed) and to leave the multi-use games area (MUGA). The recreation ground (grassed area) and MUGA would be left open for residents to continue to use until the end of the calendar year when the whole site would be closed to allow for the development works to take place. The Clerk would update the letter to Longmeadows explaining the above and would arrange a meeting with them in October to give them notice on ceasing the contract. It was hoped that Longmeadows would return to work for the Council when the new playground was available once the work had been completed. It was **AGREED** for the Council to work closely with the WCT to communicate this with residents.

80. Date of next meeting: The next meeting was scheduled to be held on Thursday 12 September 2024 at 7.15pm.

Meeting closed at 9pm.

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Appendix 1

Westbourne Parish Council, 11 July 2024

Agenda item 14: 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 July | | Total | Net | VAT |
|--|--|------------------|------------------|---------------|
| DD | O2 mobile phone July 2024 | 22.85 | 19.04 | 3.81 |
| BACS | Confidential payments July 2024 | 1,691.01 | 1,691.01 | 0.00 |
| BACS | WSCC LGPS June 2024 | 502.32 | 502.32 | 0.00 |
| BACS | Microshade cloud storage and email accounts July 2024 | 155.95 | 129.95 | 23.62 |
| BACS | MS 365 July 2024 | 10.32 | 8.60 | 1.72 |
| BACS | HMRC quarter 1 2024/25 | | | |
| BACS | Monster Creative summer 2024 newsletter graphic design | 234.00 | 195.00 | 39.00 |
| | Printer Graphics Group, printing 1500 copies of the summer 24 newsletter | | | |
| BACS | | 375.00 | 375.00 | 0.00 |
| BACS | Dor-2-Dor newsltter delivery | 426.00 | 355.00 | 71.00 |
| | Longmeadows grounds maintenance, Monk's Hill and Mill Road quarter 1 2024/25 | | | |
| BACS | | 3,743.50 | 3,743.50 | 0.00 |
| | | 7,160.95 | 7,019.42 | 139.15 |
| Payments for approval August | | | | |
| BACS | O2 mobile phone August 2024 | 22.85 | 19.04 | 3.81 |
| | Confidential payments August 2024 | | | |
| BACS | | 1,691.01 | 1,691.01 | 0.00 |
| BACS | WSCC LGPS July 2024 | 502.32 | 502.32 | 0.00 |
| BACS | Microshade cloud storage and email accounts August 2024 | 155.95 | 129.95 | 23.62 |
| BACS | MS 365 August 2024 | 10.32 | 8.60 | 1.72 |
| | | £2,382.45 | £2,350.92 | £29.15 |
| Payments for retrospective approval | | | | |
| BACS | The Meeting Place, room booking for 25/07/24 | 25.00 | 25.00 | 0.00 |
| BACS | WSCC street light maintenance and energy 2023/24 | 2,244.64 | 1,870.53 | 374.11 |
| BACS | Fenland Leisure Products spare part for yellow playground gate, Monk's Hill | 381.60 | 318.00 | 63.60 |
| BACS | Replacement paediatric defib pads x 3 | 290.34 | 237.00 | 48.39 |
| | | 2,941.58 | 2,450.53 | 486.10 |