

Minutes



Westbourne

Parish Council

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

Present: Cllr Roy Briscoe, Cllr Richard Hitchcock and Cllr Nigel Ricketts.

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

Cllr Hitchcock opened the meeting by thanking Cllr Ricketts for chairing Full Council meetings in his absence since November 2023. Members welcomed Cllr Hitchcock back to meetings.

1. Apologies for absence: Cllr Neil Attewell, Cllr Lade Barker, Cllr Kim Franks, Cllr Jane Gould, Cllr Joanna Lockett and Cllr Laura Velton.

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

3. Minutes of the Parish Council meeting held on 14 March 2024: Members **AGREED** to **APPROVE** the minutes as a true record which were signed by the Chairman.

4. Updates and issues from the minutes of 14 March 2024:

Item 189: The Clerk informed members that the detailed survey of the yew trees at the closed churchyard had taken place and the report, circulated to members, did not find any issues of concern. The recommendation was to carry out another survey in three years.

Item 207: The Clerk informed members that she had submitted the TRO applications to WSCC for speed reductions on Foxbury Lane, Monk's Hill and Whitechimney Row.

Item 209: Members **AGREED** that the Spring Clean Day held on Sunday 7 April had been a great success with around 35 people in attendance. Many bags of litter were collected and it was discussed that another event could be held in the autumn. Members gave thanks to the Final Straw Foundation who supported the event and also a resident who regularly litter picked many areas of the village. It was agreed to write a letter to the resident to acknowledge their contribution in keeping the Westbourne clean and tidy.

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

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6. County Councillor's comments and questions: Members thanked County Councillor Andrew Kerry-Bedell for the report which was circulated before the meeting and **NOTED**. In summary, Cllr Kerry-Bedell said that Emsworth Common Road in Alsworth had become an accident black spot, with three accidents in the last 18 months. A meeting with Highways officers, members of the Parish Council and residents was taking place on 12 April to discuss improvements, new signage and safety measures. Cllr Kerry-Bedell said that he had requested a meeting with Highways officers to discuss flooding on River Street in Westbourne where a larger diversion pipe was needed under the road, as well as a fish pass near the sluice gate at the Mill. A meeting with all interested parties was required to take this forward. Cllr Kerry-Bedell had also met with WSCC Highways to discuss flooding on Foxbury Lane and the disintegration of the road edge. The drain had since been cleared and the road surface would be shortly repaired. Discussions were underway about anti-social behaviour (ASB) between the border of West Sussex and Hampshire. This would be discussed again at a meeting on 23 April with both the West Sussex and Hampshire police crime commissioners, local councillors and local community groups. The aim was to come up with a plan to reduce ASB before the summer when incidences tended to increase. Cllr Kerry-Bedell said he was monitoring the traffic regulation order requests that had been submitted for Westbourne for a number of highways improvements, and would be meeting Highways officers to discuss a report on HGV restrictions at the entrances to Westbourne. Cllr Kerry-Bedell said that there had been more complaints to WSCC about headlight glare caused by LEDs. Cllr Kerry-Bedell asked the Council if the Bourne Heritage signs had been installed yet which councillors said was underway. Cllr Kerry-Bedell said that Southern Water's data submitted to the Environment Agency was at variance with the data reported on its Beachbuoy system for 2022. This was either because Beachbuoy data was 40% under reported or because 15% of storm sewage overflows (SSO) were not functioning correctly to record all releases. It could also be due to Beachbuoy picking up data accurately apart from Chichester works where 'SSO1' was not monitored, despite being in Environment Agency reports. Cllr Kerry-Bedell said that Chichester was one of the worst performing areas with the River Lavant being the second worst SSO in England. Chichester Harbour SSOs were five times the number of spill hours in 2022 and average SSOs into the Harbour were double the time per spill. Cllr Kerry-Bedell had raised these issues with Southern Water for comment. A new E-scooter leaflet was available from the Sussex Safer Road Partnership for schools to distribute to parents and children and to raise awareness. Cllr Kerry-Bedell also said a new Chief Executive had been appointed to WSCC.

7. District Councillor's comments and questions: Members thanked District Councillor Roy Briscoe for the report which was circulated before the meeting and **NOTED**. In summary, Cllr Briscoe said CDC would be replacing some of its street cleaning and parks fleet and they had decided to use diesel vehicles as electric vehicles could not perform the tasks required and sufficient charging facilities were not available. CDC had also decided to buy vehicles for the food waste collection service and half of the cost would be covered by a government grant. CDC had approved a second home Council Tax Premium so those with a second home would pay 100% more which would raise an additional £580k. Senior staff pay scales had been published, which were lower than neighbouring authorities, and Cllr Briscoe expressed his thanks for the hard work that they have carried out. Cllr Briscoe said

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he welcomed the expansion of Rolls Royce in Chichester which would bring new skilled workers. The Local Plan was expected to be submitted in the last week of April, although there were still some issues to overcome, including improvements to the A27. Cllr Briscoe said there were still many concerns about water and sewage infrastructure and recent weather had contributed to excessive discharges into rivers and the Harbour. Cllr Briscoe said that both Southern Water and Portsmouth Water were planning ahead but had not grasped the seriousness of the issue. The Planning Inspectorate had said that these issues were not a concern to local planning authorities but that of OFWAT, leading to many not having any faith in the system. Cllr Briscoe said the Rural Crime Team had increased its numbers and consequently there would be some improvement to the service. Cllr Briscoe would be arranging an introductory meeting with new officers and local farmers. There still seemed to be limited visible police presence and Cllr Briscoe had asked Katy Bourne, PCC, for a response on the situation. Cllr Briscoe said the recent high spring tides had caused flooding in several areas and CDC had put in emergency measures in some places, and it was likely that Coastal Partnership members would be looking at issues to prevent it happening again. Cllr Briscoe said the River Ems was running nicely and it was important to remember that Portsmouth Water took up to 20 mega litres per day which would soon reduce the river to a trickle. This was why it was important to keep pressure on them to reduce abstraction. Cllr Briscoe said a successful multi-agency fly tipping operation took place in March to stop vehicles carrying waste, checking compliance and interviewing drivers to deter fly tipping. Cllr Briscoe said a new exhibition on Dinosaurs: Hungry Hatchlings was opening on 11 May at the Novium Museum. An ice rink was also planned at Priory Park at Christmas to encourage people to the city centre but Cllr Briscoe was concerned that Council reserves would be used to fund the project.

8. Policing in Westbourne: Members **AGREED** to defer the item until the next meeting in May when more councillors would be in attendance to discuss the matter. It was **NOTED** that a meeting with PCC Donna Jones, Hampshire PCC, local councillors, organisations and residents was taking place at the Methodist Church Centre in Emsworth on 23 April.

9. Annual Parish Assembly: Members **NOTED** that the guest speaker had been confirmed as Dr Will Denby, Chair of Hampshire & IOW Local Medical Committee, who would be giving a presentation on the broader view of General Practice in England who had suggested a question and answer format with members of the public. The Clerk confirmed that she had promoted this to residents.

10. Public Services and Natural Environment Committee: Members **RECEIVED** the minutes of the meeting held on 21 March 2024 with no further comments.

11. Budget monitoring: Members **NOTED** the budget report to 31 March 2024 which outlined that total net expenditure was at 80.8%. Members **NOTED** the list of earmarked reserves, and **RECEIVED** the bank reconciliations to 31 March 2024. The Lloyds account balance at 31 March 2024 was £129,886.45, signed by Cllr Hitchcock, and the Unity account was £88,205.72, signed by Cllr Briscoe. The Clerk said she would investigate opening another bank account so that the financial services compensation scheme level was met.

12. Payments for approval: Members **RESOLVED** to approve the list of payments totalling £7,516.47 and due immediately (to be paid before 9 May 2024 and required

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advance authorisation). There were payments totalling £4,321.03 made since 14 March which members **RESOLVED** to approve retrospectively. The list of payments is available in Appendix 1.

13. Correspondence: Members **NOTED** the list of correspondence. It was discussed that the donation of around 100 daffodil bulbs could be planted in Woodmancote where residents were planting a community verge. Members thanked Cllr Hitchcock for surveying the fingerposts.

14. Police incident report: Members **NOTED** the report available at www.polic.uk which stated that in February 2024 there had been two incidents of anti-social behaviour, two of criminal damage and arson, two of vehicle crime and two of violence and sexual offences.

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

16. 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.

17. Mill Road playground: Members considered the circulated letter and amended contract with Longmeadows and **AGREED** to defer a decision until it was clear when the recreation ground at Mill Road would be closed. It was also **AGREED** to send a thank you card to Longmeadows for removing the graffiti on the slide at Mill Road.

18. HR Committee: Members **RECEIVED** the minutes and **APPROVED** the recommendations of the meeting held on 21 March 2024. The Chairman and Clerk signed the updated employment contract. It was **AGREED** that the HR Committee should be restricted to four members and that the PPDR should be conducted by the Chairman and the Chairman of the Committee only in future.

19. Date of next meeting: The next meeting was scheduled to be held on Thursday 9 May 2024 at 7.15pm.

Meeting closed at 8.30pm

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Appendix 1

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Agenda item 12: 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 April 2024	21.00	17.50	3.50
BACS	Confidential payments April 2024	1,658.43	1,658.43	0.00
BACS	WSCC LGPS March 2024	511.77	511.77	0.00
BACS	Microshade cloud storage and email accounts	141.69	118.07	23.62
BACS	MS 365	10.32	8.60	1.72
BACS	GM Support playground inspections	130.00	130.00	0.00
BACS	Rialtas subscription 2024/25	230.40	192.00	38.40
BACS	Royal Mail PO Box address renewal 2024/25	424.20	353.50	70.70
BACS	The Meeting Place, room hire in 2024/25	589.50	589.50	0.00
BACS	Longmedows grounds maintenance, quarter 4 2023/24	1,014.16	1,014.16	0.00
BACS	Gale Tree Consultancy, yew tree survey closed churchyard	885.00	737.50	147.50
BACS	Bourne Bus contribution 2024/25	1,000.00	1,000.00	0.00
BACS	Closed churchyard grass cutting contribution	300.00	300.00	0.00
BACS	Westbourne Allotment Association 2024/25 flower show donation	50.00	50.00	0.00
BACS	Homestart S137 donation, 2024/25	250.00	250.00	0.00
BACS	Citizens Advice Bureau S137 donation, 2024/25	300.00	300.00	0.00
		7,516.47	7,231.03	285.44
Payments for retrospective approval				
BACS	WSALC/NALC subscription 2024/25	794.74	794.74	0.00
BACS	Mulberry & Co payroll services, quarter 4 2023/24	126.00	105.00	21.00
BACS	Longmeadows installation of rubber mat under memorial bench Monk's Hill (cost covered by resident)	124.80	124.80	0.00

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BACS	CDC dog/litter bin emptying 2023/24	1,964.35	1,636.96	327.39
BACS	Clear Council's insurance renewal 2024/25	1,311.14	1,311.14	0.00
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		4,321.03	3,972.64	348.39