

Minutes



Westbourne

Parish Council

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Minutes of Westbourne Parish Council's Full Council meeting which took place on Thursday 19 June 2025 at 7.15pm at The Meeting Place, North Street, Westbourne.

Present: Cllr Lade Barker, Cllr Roy Briscoe, Cllr Nigel Ricketts and Cllr Jennie Scott.

Meeting chaired by Cllr Ricketts. One member of the public and one member of the press were present.

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

26. Apologies for absence: Cllr Jane Gould and Cllr Laura Veltom.

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

28. Minutes of the Parish Council meeting held on 22 May 2025: Members **AGREED** to **APPROVE** the minutes as a true record which were signed by the Chairman.

29. Updates and issues from the minutes of 22 May 2025:

Minute 11: The Clerk was still to hold an induction meeting with Cllr Scott and Cllr Watterson.

Minute 13: The Clerk had set up meetings for the committees to reconvene.

Minute 15: The Clerk had written a letter in response to the letter received from the NHS Primary Care Team to clarify that the number 27 bus did not operate from Westbourne and that there was no bus service from Westbourne to Emsworth. This was related to the proposed closure of Westbourne Surgery.

Minute 21: The Clerk had contacted Longmeadows about the agreed grounds maintenance at Mill Road which would start week commencing 23 June.

30. Open forum: A member of the public expressed an interest in joining the Parish Council and it was **AGREED** to include co-option on the agenda of the next meeting.

31. County Councillor's comments and questions: County Councillor Andrew Kerry-Bedell said he had been liaising with Jess Brown Fuller MP regarding the proposed closure of Westbourne Surgery who had written to the NHS Primary Care Team but had not received a response which was unusual. Jess Brown Fuller MP was going to ask a question in Parliament about this. Cllr Kerry-Bedell said that it did not seem that a lack of public transport was a consideration in closing the surgery which went against providing an NHS policy to provide equal access for all. Cllr Kerry-Bedell suggested that Emsworth Medical Practice could contribute towards the Bourne Bus or Ems Valley Transport to support local residents. Cllr Kerry-Bedell said he had circulated an up to date proposal for the suggested community highway scheme in Westbourne which the Clerk would update on the website. Cllr Kerry-Bedell said that

Minutes

asbestos had been dumped outside Stansted Park and specialist contractors would be clearing it up over a five day period. Cllr Kerry-Bedell said that he had been working with Westbourne Primary School on a traffic regulation order outside the scheme to improve parking.

32. District Councillor's comments and questions: District Councillor Roy Briscoe said the Chichester Local Plan had been resubmitted with the examiner's modifications and it was expected to be adopted this summer to protect Chichester over the next five years. It would deliver 575 houses per year plus 20% uplift as opposed to the 1306 homes government target. Cllr Briscoe said the District Council had discussed proposals to encourage developers to build, including penalties for those who do not complete their planning applications. Cllr Briscoe said the District Council had employed a new planning enforcement manager. Cllr Briscoe said the District Council had contributed £600k towards improving the public realm in Chichester. Cllr Briscoe said he had been working with Cllr Kerry-Bedell on highways schemes for Westbourne and thanked him for sorting out the unsuitable for HGV signs at the top of Foxbury Lane which showed that the village was unsuitable for larger vehicles. Cllr Briscoe said the District Council had a generous grant scheme available for local businesses and other facilities that offered benefits to the local economy and community. Cllr Briscoe said Portsmouth Water continued to abstract up to 24 mega litres a day from Walderton and the River Ems was struggling with a prolonged dry spell. Southern Water were inspecting the manholes to survey all the sewers to line them and prevent groundwater ingress. Cllr Briscoe encouraged residents to report all incidents to the police which helped to build a picture and to deploy resources to respond to issues.

33. Clerk's report: Members **NOTED** the report from the Clerk which outlined key activities undertaken since the last meeting on 22 May 2025.

34. Budget monitoring: Members **RECEIVED** the budget report and bank reconciliations to 31 May 2025 with no further comments. Total income was 76.5% of the budget and total payments were 10.7% of the budget. The Lloyds Bank account closed with a balance of £139,278.91, the Lloyds Bank Instant Access Saver account with a balance of £40,290.25, and the Unity Trust Bank account with a balance of £90,591.76.

35. Payments for approval: Members **RESOLVED** to retrospectively approve the payments made since the last meeting on 22 May 2025 totalling £15,377.53. See Appendix 1.

36. Correspondence: Members **NOTED** the list of correspondence. It was discussed that a resident had put up a metal barrier across the River Ems next to his property at Lazy Meadow on North Street. It was **AGREED** that the Clerk would inform the Environment Agency and District Council so they were aware of the new barrier.

37. Announcements and items for the next meeting: Cllr Ricketts gave his apologies for the next meeting.

38. 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.

Minutes

39. Multi-use games court resurfacing: Members considered the correspondence from Westbourne Community Trust regarding increased costs for resurfacing the MUGA and replacing the panels. It was **AGREED**, on a proposal by Cllr Briscoe and seconded by Cllr Barker, to give an additional £3k using the CIL funding received from the District Council to cover the increase in the amended quotation from Eibe. It was **NOTED** that the increase was due to both inflation, as the previous quote was received five months ago, and because the removal of the original posts had caused more damage to the edging strips and much larger holes to prepare for resurfacing. In addition, the new panels had to be fitted to the exact new post positions and they would need to be removed to allow for the resurfacing and then refixed.

40. Date of next meeting: The next meeting was scheduled to be held on Thursday 10 July 2025 at 7.15pm.

Meeting closed at 8.24pm.

Minutes

Appendix 1

Westbourne Parish Council, 19 June 2025

Agenda item 10: Payments for approval

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

Payments for retrospective approval		Gross	Net	VAT
DD	O2 mobile phone June 25	19.34	16.12	3.22
BAC	Confidential payments June 25	£1,801.76	1,801.76	0.00
S				
BAC	WSCC LGPS May 25	£526.66	526.66	0.00
S				
BAC	HMRC quarter 1 2025/26	£1,673.53	1,673.53	0.00
S				
BAC	Microsoft June 25	£9.72	8.10	1.62
S				
BAC	Microshade June 25	£146.52	122.10	24.42
S				
BAC	WCT MUGA insurance claim and contribution	£10,000.00	10,000.00	0.00
S				
BAC	Bourne Community Bus	£1,000.00	1,000.00	0.00
S				
BAC	Playground inspections June 25	£200.00	200.00	0.00
S				
		£15,377.53	£15,348.2	£29.26
			7	