

Minutes



Westbourne

Parish Council

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Minutes of Westbourne Neighbourhood Plan Steering Group which took place on Thursday 18 September 2025 at 7pm at The Meeting Place, North Street, Westbourne.

Present: Cllr Roy Briscoe, Cllr Nigel Ricketts, and co-opted non-council members Stephen Arkle, Peter Dale, Paul Kefford, Marjorie Kipling, Andrew Gordon Lennox, Kevan Pegley, and Diana Steely.

In attendance: Clare Kennett, Clerk to the Council

It was noted that there was not a quorum of councillors, but it was agreed to proceed with the meeting as the Steering Group had not met for some months, and to recommend any decisions to Full Council for ratification.

Meeting chaired by Cllr Briscoe. No members of the public or press were present.

09/25/01. Election of the Chairman of the Committee: Nominations were received for Cllr Briscoe, with all in favour. Cllr Briscoe was **ELECTED** as **CHAIRMAN**.

09/25/02. Apologies for absence: Cllr Lade Barker.

09/25/03. Election of the Vice-Chairman of the Committee: Nominations were received for Cllr Ricketts, with all in favour. Cllr Ricketts was **ELECTED** as **VICE-CHAIRMAN**.

09/25/04. Declaration of members interests:

- a. There were no declarations of interest.
- b. There were no requests for dispensations.

09/25/05. Minutes of the meeting of 28 November 2024: Members **AGREED** to **APPROVE** the circulated minutes as a correct record which were signed by the Chairman.

09/25/06. Update on changes to the NPPF and adoption of the Chichester Local Plan. Cllr Briscoe informed members that the District Council had adopted the Local Plan in August which allowed initially for a housing delivery figure of 575 homes per year, increasing to 11,484 per year (including the SDNPA so Chichester District would be around 1100 homes per year) during the Plan period of 2021-2039. There was protection for five years at 575 houses per year, but with a 20% buffer after 2026 and increasing to take the full allocation over the 15-year plan. Westbourne was required to take 30 new homes and Cllr Briscoe explained that this had been partly reached through the 12 affordable homes at Mill Road and the extra three at the new development at Monk's Hill. This meant that the revised Neighbourhood Plan had to find locations for 15 new houses.

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09/25/07. Agree use of document produced by Kevan Pegley as the working draft: It was **NOTED** that Kevan Pegley had edited the current wording to make it easier to read and use as a working document, as well as updating much of the key information. Members thanked Kevan Pegley for his work and it was **AGREED** to use this version as the working draft. It was **AGREED** that members would send any comments to Kevan Pegley.

09/25/08. Consider appointment of a professional to help prepare the document and consider the cost implication: Cllr Briscoe said he would contact Dave Chapman, a consultant who had recently supported Westbourne Community Trust, to find out if he was able to support the Neighbourhood Plan review.

09/25/09. New policies for consideration

- a. It was discussed that the wildlife corridor behind Whitechimney Row could be extended to support wildlife and biodiversity in the Parish. Cllr Briscoe had contacted a bat specialist in Emsworth and had bought a bat detector which could give useful evidence.
- b. It was discussed that it was important to protect the area of water catchment for the River Ems as it was a rare chalk stream which was rich in biodiversity, and it needed to be protected to help keep it healthy as it was suffering from over extraction by Portsmouth Water. It was discussed that most of the Parish was within the river catchment area but that within that there were key areas with lots of little streams. There were also areas with a high water table which may be unsuitable for development.

It was discussed that the conservation area around the cemetery needed to be included in the new Plan. The Plan could also include the type of businesses that were needed in the Parish, or those that were not wanted. For example, businesses that increased the transit of HGVs.

09/25/10. Timeline of actions: It was discussed that consultation would need to be held with residents to get their opinions and this information would be used to inform any updates.

09/25/11. Point of consultation: It was **AGREED** to hold a consultation event before Christmas and Cllr Briscoe said he would investigate the market held at the Parish Hall and look at other locations for public exhibition. If it was not possible to hold the consultation before Christmas, it could be arranged for January instead.

09/25/12. Items to be included on the next agenda: It was **AGREED** to start going through the sections of the Plan at future meetings.

09/25/13. Date of next meeting: Members **AGREED** to hold the next meeting on 15 January 2026.

Meeting closed at 8.25pm