

Minutes



Westbourne

Parish Council

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Minutes of Westbourne Neighbourhood Plan Steering Group which took place on Thursday 15 January 2026 at 7pm at The Meeting Place, North Street, Westbourne.

Present: Cllr Lade Barker, Cllr Roy Briscoe, Cllr Michael White, and co-opted non-council members County Councillor Andrew Kerry-Bedell, Stephen Arkle, Peter Dale, Andrew Gordon Lennox and Kevan Pegley.

In attendance: Clare Kennett, Clerk to the Council

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

01/26/14. Apologies for absence: Cllr Nigel Ricketts and Marjorie Kipling.

01/26/15. Declaration of members interest:

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

01/26/16. Minutes of the meeting of 18 September 2025: Members **AGREED** to **APPROVE** the circulated minutes as a correct record which were signed by the Chairman.

01/26/17. Consider appointment of a professional to help prepare the document: Cllr Briscoe, Cllr White, Cllr Ricketts, Kevan Pegley and the Clerk held a meeting with Dave Chapman, a planning consultant, on 9 January to find out if he was able to support the review process. Dave Chapman was familiar with the Parish as he had previously met members and he had also supported Westbourne Community Trust with their affordable housing project. Dave Chapman was looking through the documentation and would provide a quote in due course.

Cllr Briscoe said that a meeting had also taken place with Valerie Dobson from the District Council who went through everything that needed to be completed as part of the review.

01/26/18. New policies for consideration: Members looked at a map to discuss locations of where development could go on the sites already identified in the existing plan.

- a. Extend the wildlife corridor: Members were in agreement that the reviewed Plan should seek to extend the wildlife corridor.
- b. Protection of the water catchment for the River Ems: Members were in agreement that the reviewed Plan should seek to protect natural springs and the catchment base.

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- c. Solar meadow/renewables policy: Members were in agreement that the reviewed Plan should include a policy on solar and renewable energy.
- d. Any other suggestions: Members discussed if Westbourne village should be fully within the SDNPA as a third of the Parish was already included. Members were in agreement that this should be investigated further.

Members discussed that the Plan was aspirational but it was also important to include in it what the Council had achieved as part of the plan period. It was important to report on progress and include SMART objectives, tactics and an action plan for delivery of the objectives.

01/26/19. Timeline of actions: Cllr Briscoe said that if the consultation could be completed in the spring/early summer, the group could then collect any evidence needed. This could be put together in the autumn when another Regulation 14 consultation would be needed, which would take the group to the middle of next year before it was approved. As part of Regulation 14, printed copies of the reviewed Plan would need to be available in locations for people to view and pass comment, as well as holding a consultation event.

01/26/20. Point of consultation: Cllr Briscoe said that it had not been possible for the Group to have a table at the Monthly Market in December as it was fully booked by other stallholders. The Clerk said she would contact the organiser to see if a table was available in February. Members discussed that there were other events in the village that the Group could attend, including the First Friday Lunch.

Cllr Briscoe proposed that a six week consultation was held starting on 23 March 2026 and closing on 4 May 2026, which was seconded by Cllr White with all in favour. Cllr Briscoe had written a survey to get residents views. The communications deadlines discussed were as follows:

- To create an online survey using Survey Monkey which would be promoted on the Parish Council's website and Facebook page. It was discussed that there would be a small charge using Survey Monkey.
- To include the survey in the next edition of the Parish Council's printed newsletter which was delivered to all properties. Delivery would be the end of March, so copy would need to be written by the end of February to allow enough time for graphic design, printing and collection by the distributor.
- To hold an exhibition at the Annual Parish Assembly on 23 April 2026 and invite residents to attend.
- To write an article to be included in the Westbourne Magazine and the Village Magazine. Deadlines in February to allow time for inclusion.

01/26/21. Items to be included on the next agenda: There were no additional items.

01/26/22. Date of next meeting: It was **AGREED** to hold the next meeting on 26 March 2026. Kevan Pegley asked if members could take the time to look at the draft plan so that they could comment on specifics at the next meeting.

Meeting closed at 8.50pm.