

Minutes



Westbourne

Parish Council

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Minutes of Westbourne Parish Council's Public Services Committee which took place on Thursday 5 July at 7.00pm at The Meeting Place, North Street, Westbourne.

Present: Cllr Richard Hitchcock, Cllr David Mack, Cllr Val Owen, Cllr Syd Smith and Clare Kennett, Clerk to the Parish Council.

The meeting was initially chaired by Cllr Owen until Cllr Mack accepted the role of Vice Chair of the Committee at agenda item 3. No members of the public were present.

1. Election of the Chair: Cllr Briscoe was proposed as Chair and all were in favour of his appointment. The Clerk to ask Cllr Briscoe.

2. Apologies for absence: Cllr Roy Briscoe.

3. Election of the Vice-Chair: Cllr Mack was proposed as Vice-Chair and all were in favour of his appointment. Cllr Mack accepted the role and presided over the rest of the meeting.

4. Declarations of interest in the items on the agenda: None.

5. Minutes of the meeting on 15 March 2018: The minutes were agreed as a true record and signed as such by the Chair.

6. Actions/updates from the minutes of 15 March 2018: None.

7. Co-option: To defer this item until the next meeting as the person interested in joining the committee was unable to attend.

8. Update on projects around the Parish:

- Defibrillator: Cllr Hitchcock has been looking into the Parish Council providing first aid training courses so that members of the public can give basic CPR. Unfortunately none of the courses that he has found will offer them for free. It was agreed that training about how to use a defibrillator would send mixed messages to the public that training was required to use the defibrillator which is not the case. An article about how to use the defibrillator will be published in the Village Magazine and on the Parish Council website. It was agreed by all that first aid training would not be provided at the moment.
- Village gateways: Cllr Briscoe is in process of confirming if we can paint the road at the gateways using approved contractor with WSCC Highways.
- Noticeboards: It was agreed that no further work is required on the existing noticeboards. Purchasing a new noticeboard for Woodmancote was discussed and it was agreed that one should be purchased. The Clerk to look into quotes and locations.

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- Fingerposts: A report and quote has been received from Ralph Restorations and it was agreed by all that the Parish Council should proceed with the required works.
- The Square parking/pedestrian crossing/shared space: This will require an application through WSCC Highways Community Highway Scheme and is a major Highway scheme. A consultation with the community will be required before making an application. The same goes for East St/Whitechimney which would benefit from an extension of The Square scheme, to help protect the parked cars and buildings along Whitechimney where there have been several building strikes of the listed buildings there.
- Traffic Regulation Order Monks Hill: Gillian Keegan MP has agreed to take this forward on the Council's behalf to the Sec of State for Transport. She has asked Cllr Briscoe to forward her the papers which were put together for WSCC Highways and a recommendation.
- Damage to Property Bollards Whitechimney Row: Already covered by The Square report above.
- HGV's/Large Vehicles: Considering ways of discouraging through traffic of this type of vehicle the best policy would be to get a Traffic Regulation Order but WSCC Highways are doubtful it would (a) meet the policy criteria and (b) would score highly enough to attract the Order as they are scored and only the highest two each year are taken forward. Another option would be to put signage up stating ROAD UNSUITABLE FOR HGV's LARGE VEHICLES. These are only advisory though and would still need highways permission and costs would be similar to the gateways as those are the routes that need covering.

9. New issues for the Committee to consider:

- Buses: It was agreed to include this as an agenda item on the agenda for the full Parish Council meeting on 12 July 2018.
- Aldsworth Common Road: WSCC Highways has found some money to progress our request to extend the 40mph limit beyond the bend at Gunther's Copse. Out at public consultation at present.
- Community Highways Scheme: As per the earlier report on the Square and East St/Whitechimney Row. Applications after public consultation on the various proposals.
- Winter Maintenance Plan: Needs to be renamed Emergency Plan. It was agreed that Cllr Smith, working with the Clerk, would take this forward. Although new salt is required, the Parish Council still has nowhere to store it. Cllr Mack said he would speak to Lynn at Westbourne Animal Feeds about storing it there. It was discussed that a bin could be placed at the top and bottom of Monks Hill.

10. Terms of reference: A list of activities that the Committee carries out as part of its delegated powers on behalf of the Parish Council was circulated before the meeting. This will be brought to the Parish Council in September for ratification. The Clerk is to look into the decision making and financial responsibilities of the Committee.

It was agreed that the height barriers owned by the Council should be included under the responsibility of Public Services Committee. As such, a quote has been received for a new barrier at Mill Road recreation ground, as well as the removal of the old barrier, at a cost of £2k. It was agreed to proceed with the works and to submit an insurance claim to cover the cost for the damage caused.

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11. Announcements and items for the next meeting: None.

12. Date of next meeting: The next meeting of the Committee is scheduled to be held on Thursday 22 November 2018 at 7.00pm

Meeting closed at 7.55pm