

Minutes



Westbourne

Parish Council

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Minutes of Westbourne Parish Council's meeting which took place at 7.15pm on Thursday 10 October 2019 at The Meeting Place, North Street, Westbourne.

Present: Cllr Lade Barker, Cllr Richard Hitchcock, Cllr David Mack, Cllr Mike Magill, Cllr Ann Pearcey, and Clare Kennett, Clerk to the Parish Council.

Meeting chaired by Cllr Hitchcock. 10 members of the public were present.

1. Apologies for absence: Cllr Roy Briscoe and Cllr Nigel Ricketts sent their apologies.

2. To receive declarations of interest and updates to the Register of Interests: None.

3. Minutes of the Parish Council meeting held on 12 September 2019: The minutes were agreed to be a true record and were signed as such by the Chair.

4. Updates and issues from the minutes of 12 September 2019:

Item 4: The Clerk informed the Council that there is no update on the DISK software used by the Co-op and the police being able to access the information. Enquiries will continue.

Item 5: Cllr Mack reported that he has visited the residents in Aldsworth who have written to WSCC to request a reduction in the speed limit on Emsworth Common Road in Aldsworth. Cllr Mack has conducted a preliminary survey of the speed of the traffic on Emsworth Common Road using the community speedwatch speed gun. He was shocked to find speeds exceeding 60mph and he found that the speed limit signage along the road is poor. The information has been passed to Sussex Police to request a new position for the Community Speedwatch Team to monitor the speed of traffic. The police has agreed to monitor the section of road over the next two weeks and will arrange a meeting with residents to discuss outcomes and actions.

Item 9: WSCC has informed the Parish Council that it is unable to plant eight new trees on the verges at Ellesmere Orchard as they may obscure sight lines along the road and there are services underground which may be problematic. It was agreed not to proceed with tree planting in this location and to look for other opportunities in the village. Cllr Hitchcock recommended that this issue was taken up with the new county councillor when they are appointed, which all members were in favour of.

Item 10: The Clerk has contacted CDC, as the authority responsible for car parking enforcement, to request permission for car parking notices and will report back to the Council once a reply is received.

Item 12: The Clerk reported that the ID badges, lanyards and business cards are being printed and will be ready by next week.

Item 20: Following the last meeting, the Parish Council's comments on the draft of the JBC constitution were submitted to Robin Davison, Clerk to Southbourne Parish Council. Robin had a number of questions relating to the comments and a meeting was held with Cllr Hitchcock and Clare Kennett to discuss matters further. A new

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draft has been created, with changes to points B3 and C2 to address concerns about the JBC's level of financial authority, which was circulated to members before the meeting. Members agreed to approve the changes and to adopt the JBC constitution.

Cllr Mack informed the Council that he recently attended a meeting relating to the Cottage Hospital in Emsworth. In brief, the board has agreed the layout and costs of the new building and they are now going to tender. A full business case will be submitted to the NHS shortly who is expected to approve the scheme by 18 November. Building is expected to start in January 2020 and be completed by March 2021.

5. Open forum: Members of the public commented on the speed of the traffic passing through the village and expressed their concerns about people crossing the road, including elderly, vulnerable people and those with children. The Parish Council agreed that it is well aware of the issues and is working as much as it can to address issues and concerns but is reliant on the support of WSCC, the police and the goodwill of road users. It was discussed that 20mph speed limits are not always successful and there are mixed reviews of their effectiveness. However, it is well established that speed bumps and chicanes are successful but unfortunately WSCC do not support these. It was agreed to invite a member of staff from WSCC Highways to the next meeting to further discuss issues.

Members of the public raised the issues of the recent break-ins, which happened in the early hours of Monday 7 October at Westbourne Beauty Clinic, Westbourne Café, Tanique and Salon 4. Damage to the properties were caused, as well as the theft of cash, charity boxes and other small items. It was noted that Whistlers Fish and Chips was broken into recently and also Westbourne Village Stores. Members commented that the loss of a dedicated PCSO is having an impact on the Parish and there is a noticeable increase in the amount of local crime. Members discussed the possibility of installing CCTV in The Square to help support businesses and to restore confidence. Cllr Mack agreed to contact a company based at The Wren Centre for a quote and to contact WSCC to find out about rules and regulations. It was agreed to invite the police to the next Parish Council meeting.

6. County Councillor's comments and questions: A by-election to fill the vacancy of County Councillor for the Bourne electoral division at West Sussex County Council will be held on Thursday 21 November 2019. Cllr Hitchcock recommended that hustings take place in order that members of the public can find out more about candidates. The Clerk will contact WSCC to ask if this can be organised.

7. District Councillor's comments and questions: District Councillor Roy Briscoe was unable to attend the meeting and sent the report below.

Highways: Main topic this month has been the closure of Emsworth Common Road. Intervention by the Parish Council, myself and residents made a difference. We were not made aware of the closure by either Hampshire County Council or WSCC Highways until late in the day. Fortunately we picked up on it and started making plenty of noise. At one-point, WSCC highways proposed parking restrictions on The Grove and East Street but, as a result of pressure, they relented and resolved to monitor the situation. The closure was supposed to last six weeks but additional funding has been found, and with weekend working, it should be finished in four weeks. Havant Borough councillors supported us so I pass my thanks to them. On

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the downside we've had more HGV's through the village, again something we felt inappropriate and has been justified by pictures I have been sent showing two HGV's passing each other by the church - one had mounted the pavement so they could pass. This is at least three occasions (two photos) then another unable to make the turn from Foxbury into East Street. Highways cite the route as being a 'B' road similar to Emsworth Common Road, which I think we all agree is very different. I am considering asking WSCC Highways to de-classify the road through Westbourne so it doesn't happen again as the routing of a diversion has to be the same or higher classification. That has a downside as repairs are not prioritised (are they now?) and the route wouldn't be gritted during inclement weather. I'm interested to see what people in the village feel. Unfortunately we are without a county councillor as Cllr Parikh has left. Mike Magill from the Parish Council will be standing in the by-election on the 21 November. I believe he is a great asset and urge you to get behind him. Cllr Magill dislikes HGV's coming through the village so if elected could bring pressure on WSCC Highways for us.

Policing: It's probably well known by now that we suffered four burglaries in The Grove and Square at 2:35am on Monday 7 October. What looked like a slim male dressed in a padded jacket and hood pulled up was seen climbing through the window of one shop. Cash and charity boxes were stolen with a few other items. The shops targeted were ones the offender obviously thought may keep cash on the premises. The offender was seen heading off toward the Foxbury Lane end of the village. Any information please pass to the police please. I am your representative on the Police and Crime Panel (PCP) who act as critical friend to the Police and Crime Commissioner, Katy Bourne. At the last meeting I asked if she felt residents of our district were getting value for money out of the custody suite in Chichester that has been closed for some time. This means prisoners are transported to Worthing or further in some cases. The building was built in 2001 under a PFI agreement which I understood we have to pay for but apparently not – the government are currently responsible for the 'mortgage' element so it's not costing Sussex Police anything at the moment. With the increase in officers, there is a chance it could be re-opened which I believe would be a good move. The current policing model does not work well for rural areas as it focuses on 'threat, risk and harm' which in most cases means the vast majority of calls are from urban areas so that is where the police focus their efforts. Along with issues of trying to report on the 101 call system and feeling of not wanting to bother the police with minor issues, rural areas are being left behind. I am making efforts through the PCP to address these issues. I am still receiving emails and texts about poaching, coursing and youths firing catapults at birds so please let me know if you can shed any light on those responsible.

Planning and Chichester Local Plan: The current Local Plan will cease to carry as much weight in July next year when its five-year review is due. We are currently working on a new Plan which will be submitted before that deadline. However, there are a lot of issues to address and all the submissions received in the consultation will need to be looked at. Considerations include nitrate issues in the harbour areas, climate change and rising sea levels, the number of houses we have to take under a Government formula and requests from neighbouring authorities to take some they cannot accommodate. Chichester is expected to take 609 per year plus 41 from the SDNP area so a total of 650 per year for next 15 years (9750 in total). However developers slow down building when houses are not selling at the price they set to keep the price high. This reflects on the houses built per year and if we can't demonstrate a five year supply, the developers move in on a green field site that

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hasn't been allocated---it is a minefield. I will say Cllr Eileen Lintel, Leader of CDC, and Diane Shepherd, CEO of CDC, will be going to London to meet a housing minister aide to request a reduction in numbers, stating it is unsustainable to build this many in the timescale bearing in mind the figure has gone up from 435 per year in the last Plan. They will also show them a map of the District highlighting 67% of it is in the National Park and a further 7% is an Area of Outstanding Natural Beauty (Chichester Harbour) taking out 74% of available land. Most of the development is due to take place along the A259 corridor although some on the Peninsula and some to the very north of the District. Westbourne has not yet been asked to take any more due to the river Ems and sustainability issues. Across the border, Havant are awaiting their Plan going before the Inspectorate. One of the sites they want to allocate is Long Copse Lane which the Parish Council has put a good argument forward for it to be taken out as it will affect the village significantly and almost join the settlements together. CDC will not object to that allocation as if they do Havant would be quite entitled to ask us to take that allocation. I believe the Parish Council should still continue with their objection, with good grounds and a viable solution which doesn't include Chichester taking the allocation of 260 houses. I am working with the Planning Policy Unit to find ways of redressing the report commissioned from ORS in relation to the numbers of Gypsy and Traveller Pitches intimated as being required in the next 15 years. They have stated it should not be taken out of context and speculative applications shouldn't be entertained, I need this in writing from them and as such our Policy manager has written to them asking for this. Westbourne was allocated New Homes Bonus funding as we requested. (This is allocated against New buildings made within the last 4 years).

8. Police incident report: PCSO Colin Booker did not send a report, possibly because of his new role which focuses on rural crime across the district. The Clerk will ask the police again who will provide the reports in future.

9. Diversion in Westbourne during closure of Emsworth Common Road: Cllr Hitchcock thanked all residents who contacted the Parish Council and WSCC to express their concerns about the diversion and the proposed suspension of car parking in the village. Cllr Hitchcock particularly thanked Chris Eaton, a resident on East Street and former parish councillor, for his work to inform local residents. Fortunately, the Parish Council and residents were listened to and car parking suspension was not implemented. Instead the flow of traffic has been monitored and the works have been reduced from six weeks to four weeks which should hopefully finish by the end of October. Cllr Hitchcock also thanked Cllr Richard Kennett at Havant Borough Council, for his support working with other local borough councillors in Emsworth and Havant.

10. Buses in Westbourne: Cllr Magill and Cllr Pearcey attended the NW West Sussex Bus Steering Group in Rogate on 24 September where the future of the 54 bus was discussed. WSCC are looking to cut the service further and propose the loss of the 7.34am service. The Steering Group plan to ask parishes to contribute towards the service otherwise it will be lost to local communities. The 7.34am service does not stop in Westbourne so it is unlikely that the Parish Council would contribute towards it unless it did so. Members agreed to look at the data from the Parish Council's survey, which closes on 31 October, to see if public transport is a priority amongst those who took part, and will include an article in the autumn edition of the newsletter.

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Members agreed to appoint Alpha Cars, 7a High St Emsworth, as the new company for the Parish Council's taxi-bus.

11. New Homes Bonus (NHB) and S106 funding: The Parish Council's application to CDC for NHB funding in 2019 for new play, exercise and sports equipment for Monk's Hill recreation ground has been successful and £5,731.12 has been awarded. Members agreed to the terms and conditions of the Agreement which has been signed by the Clerk, particularly the restricted use of the monies and the requirement to seek CDC's Grants and Concessions Panel's authority for changes to the project.

The Parish Council also submitted an application to CDC for the release of S106 funds which had been allocated to Westbourne for the use of sports and leisure facilities and £7,736.46 has been awarded. The two amounts will be combined to make a total of £13,467.58. The Parish Council's Recreation, Leisure and Amenities Committee will further discuss the purchase of new equipment at its next meeting on Thursday 21 November.

12. Committee/Working Group reports: To receive updates of the:

Finance and General Purpose Committee: Next meeting on 24 October at 7pm.

Joint Burial Committee: No further update.

Planning Committee: No further update.

Public Services Committee: Next meeting on 21 November at 7pm.

Recreation, Leisure and Amenities Committee: Next meeting on 21 November at 8pm

Business Plan Working Group: A meeting was held on 26 September and Cllr Hitchcock thanked Cllr Barker and Cllr Pearcey for their work to update the Business Plan. A draft will be brought to the next Parish Council meeting for consideration.

Neighbourhood Plan Steering Group: No further update.

13. Remembrance Day 2019: Cllr Mack agreed to place the silhouettes at the village gateways ahead of commemorations in November. The Clerk has ordered a wreath to be placed at the war memorial and members are invited to attend the church service on Remembrance Day to represent the Parish Council.

14. Budget report for quarter 2 of financial year 2019/20: Members received a budget report which identifies income and expenditure against the budget since 1 April 2019, including a statement of earmarked reserves. The report will be used again at the Council's Finance and General Purposes Committee which will meet on Thursday 24 October where the Precept for 2020-21 will be planned.

15. External audit report: Moore, the Parish Council's external auditor, has concluded the audit for financial year 2018/19, stating: "In our opinion the information in sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the proper practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met". The Clerk has published a notice of annual audit to the public.

16. Payments for approval: Members considered and approved a list of payments totalling £12,248.02 due immediately (for it is known must be paid between now and 14 November and require advance authorisation). There were no payments requiring retrospective approval. In compliance with Financial Regulation 5.2, personal

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payments (including salaries) were summarised on a separate confidential paper. The list of payments is included in Appendix 1.

Members agreed to produce an autumn edition of the newsletter at an estimated cost of £185 for printing and £241.32 for delivery to every household in the Parish.

17. Correspondence: No further items.

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

19. Date of next meeting: The next meeting is scheduled to be held on Thursday 14 November 2019 at 7.15pm

Meeting closed at 8.30pm.

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Appendix 1: Payments for approval

(DD: payment made by Direct Debit, IB: payment made by Internet Banking, C: cheque payment including number, PC: payment made by petty cash, *movement of an earmarked reserve, ** paid from No 2 account)

Payments for approval	Total	Net	VAT
DD EE&T Mobile	28.73	24.06	4.81
IB Confidential payments Sept 2019	1,353.50	1,353.50	0.00
IB WSCC LGPS Sept 2019	426.20	426.20	0.00
IB HMRC quarter 2 2019-20	908.28	908.28	0.00
C Kennett attendance at SSALC			
IB Legal and Finance Day	144.00	120.00	24.00
C Kennett reimbursement batteries, frames and printer lables	37.76	31.46	6.30
IB JBC NHB 2017 contribution	1,000.00	1,000.00	0.00
IB JBC 2nd installment 2019/20	4,106.00	4,106.00	0.00
IB SSE quarter 2	255.83	243.65	12.18
IB Moore, external audit 2018-19	480.00	400.00	80.00
Media 3 autumn newsletter delivery	241.30	225.28	16.02
IB GM Support invoice 787	180.00	180.00	0.00
Monster Creative business cards, lanyards and card holders	302.24	251.86	50.38
IB Longmeadows quarter 2 2019-20	2,906.80	2,906.80	0.00
	12,370.64	12,177.09	193.69

Payments for retrospective approval

IB None	0.00	0.00	0.00
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1. Treasurers account number 1

Balance per statement 30/09/19	163,313.26
Less outstanding payments	0.00
Outstanding receipts	0.00
Add petty cash	0.00
Revised bank	163,313.26

Cashbook control

Balance forward 01/04/19	103,994.25
Add total receipts to date	98,779.91
Less total payments to date	39,460.90
Cashbook at 30/09/19	163,313.26