

Westbourne Parish Council, 20 May 2021
Agenda item 11: Committee and representative appointments

Committees:

Joint Burial Committee

Richard Hitchcock, Mike Magill and Ann Pearcey

Planning Committee

Lade Barker, Richard Hitchcock, David Mack and Ann Pearcey
Non-council member: Frank Campbell

Public Services Committee

Lade Barker, Roy Briscoe, Richard Hitchcock and David Mack

Recreation, Leisure and Amenities Committee

Lade Barker, Roy Briscoe, Richard Hitchcock, Ann Pearcey and Nigel Ricketts

Strategy and Finance Working Group

Lade Barker, Roy Briscoe, Richard Hitchcock, David Mack, Mike Magill and Nigel Ricketts

External representation:

All Parishes Meeting: Chair and Vice-Chair

Bournes Forum: Chair and Vice-Chair

West Sussex Association of Local Councils: Councillors as required

Chichester District Association of Local Councils: Councillors as required.

South Downs National Park Authority: Councillors as required

Woodmancote Residents' Association: Roy Briscoe and Ann Pearcey

Friends of Stansted Park: Nigel Ricketts

Agenda Item 12: Neighbourhood Plan

Following CDC's receipt of the Examiner's report into the Westbourne Neighbourhood Plan, we have been advised that the Council's Decision Statement, as agreed by Cabinet on 4 May, has now been published.

A copy of the document is available on Chichester District Council's website at:

<https://www.chichester.gov.uk/neighbourhoodplan>

The Neighbourhood Plan is now able to move forward to referendum, which it is hoped will take place on 29 July. If we don't make it by 29 July, the next possible date is 23 September.

The Parish Council needs to make the NP one of its main focuses over the next few months. It's such a long time ago since work started on it (eight years) that we'll need to do some sort of communications campaign to remind residents and persuade them to vote (preferably 'Yes'!)

All the documents will need to be put up on our website, and we can post articles to Facebook. We could allocate most of the next newsletter to the NP.

We may also need posters to go up in the village and possibly a banner for The Square. As the Church appears to be happy for us to use Rectory Lawn for some sort of Annual Parish Assembly, we could also have a display for the NP. Or we could possibly do an evening Zoom meeting and invite people to hear about it. We might need councillors to do some door knocking with a letter or leaflet to residents.

Agenda item 13

1. Memorial Copse/Wood at Hampshire Farm Meadows

While Brendan Gibb-Gray was a councillor on Havant Borough Council (HBC), over the years a number of residents asked if he could suggest a location in a public space to plant a tree in memory of a loved one. Invariably it was not possible to come up with a suitable location, but when the Redlands development came on stream it seemed there would be sufficient land to accommodate a memorial wood/copse on the meadow.

Through the good offices of the Emsworth Tree Wardens (ETW) the idea was developed further and about two years ago they had their first meeting with Craig Stainton from HBC and East Hampshire District Council (EHDC). Together they identified an area of land at the north end of Hampshire Farm Meadow (HFM) beyond the community orchard and either side for the path so that, eventually, with sufficient donated trees, the area would become a "memorial avenue" rather than a copse. Craig agreed to talk to others at HBC and come back with more information. Covid-19 and its restrictions unfortunately interfered with further progress and it was only a couple of weeks ago that they met again to discuss the proposed project. Craig was able to say that the council was supportive of the idea and, as was to be expected set out a number of requirements that need to be met. These included forming a local charity and involving as many other organisations and groups as possible. This is roughly where they are now, but they are currently looking at other administrative and logistical matters.

The Friends of HFM, Emsworth Residents Association (ERA) and of course the ETWs are so far on board and, as the meadow is so close to Westbourne, it is hoped that Westbourne Parish Council will give it support on behalf of residents on our side of the county border.

Among the other matters currently under consideration are as follows:

1. Species of trees allowed as memorials- drought resistant as far as possible.
2. Planting and care including watering if necessary.
3. A memorial board to signify donors and loved ones remembered.
4. Administration - will it be necessary to form a charity? With representatives from both
5. Westbourne and Emsworth? (our initial feeling is that we should consider charitable status once the project is up and running successfully.)
6. Where would we source trees from? Hillier's, Arundel Arboretum or elsewhere - delivery and storage.

It is hoped this will help encourage Westbourne Parish Council to find a way of supporting and participating in this exciting project.

The most recent correspondence from Brendan is to be found below. I have highlighted the section which is of greatest relevance to Westbourne.

"Thank you for pitching up this morning on a sunny, but windy meadow car park-the meeting was interesting and productive. We discussed the items on our list [as below] and agreed the following actions:

1. Charitable status? Yes eventually-Richard agreed to explore with Ann [Jolly] the opening of a bank account-once a name for the group is agreed.
2. **We await to hear from Richard [Hitchcock] whether WPC will become involved before agreeing a name**

3. We considered inviting Southbourne PC but help that in abeyance..
4. BGG reported that the ERA would support the project in any reasonable way.
5. Sponsorship/financial support: It was agreed that it's too early to make firm plans, but Richard [G] agreed to contact Coop Funeral Services. He would also contact Adison Law local Emsworth solicitors in this regard and also to explore the legal aspects of forming a charity. BGG would contact Lulu Bowerman seeking EBA funding and also possible funding from her county councillor budget.
6. BGG reported that Hillier's had agreed to supply trees at trade prices. Hillier's are nationally and indeed internationally renowned and all stock is bug/virus cleared.
7. We discussed whether residents should donate an individual tree or whether they should make a donation and choose from a selection of species agreed by us. There are pros and cons, but a decision can wait until we are clearer about the direction of the memorial wood/avenue.
8. The eventual purchase and design of an information board was agreed.
9. Cath and Neil kindly agreed that their main responsibility to be the actual planting and care of the memorial trees under the auspices of the Friends OF Hampshire Farm Meadow. They will be able to store trees for short periods on their allotment. Unless HBC are able to provide stakes/ties/mulch etc this will be our responsibility. We discussed getting water to the newly planted trees and Cath and Neil will explore the possibility of purchasing a small bowser for the purpose-especially for trees in their first year of so. Jamie has kindly agreed to assist with selecting a "short list" of suitable trees to give donors a choice of an appropriate species.
10. AOB: Yvonne suggested contacting Carol Price of Emsworth Artists over the design of the information board, flyers and headed notepaper."

I have asked Brendan what kind of assistance might be seen as useful and his response is as follows:

"Thanks Richard, we don't think funding will be a major problem, but finding a way in which residents of the parish can feel memorial wood project is theirs too and get some benefit of it. There might be a time when the WPC can give a token amount to show interest and support."

Recommendation: That WPC declares its support for the project and investigates further ways in which it can be of assistance.

2. Redlands Grange, Emsworth

As fellow councillors may be aware, the Emsworth Community Land Trust (<https://emsworthclt.org.uk/>) are hoping to build an Early Years, Youth and Community Centre at the north end of New Brighton Road, Emsworth. There is little doubt that this Centre would be of significant benefit to the residents of Westbourne.

Recommendation: WPC monitors progress and offers support as and when needed, for example, during the consultation and planning application processes.

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Agenda item 15: Correspondence list

- Email from Chichester District Council about the New Homes Bonus scheme and opportunity to meet with them virtually to discuss projects. £2,656 is available for Westbourne.
- Tree survey for Monk's Hill and Mill Road recreation ground.
- Email from Chichester District Council about Greening Westbourne's Road Verge Project
- Email from Unity Bank about savings accounts which would cost £28 for each transaction.
- Email from Chichester District Council about the Southbourne railway crossing study
- Email from Chichester District Council about an opportunity to trial planting mini woodlands using the Miyawaki Woodlands method in the district. Request to ask local landowners if they would be interested. The criteria is as follows:
 1. Sites under 200m squared
 2. Utilise a mix of approximately 30 native trees planted per 10 metres² (30 to 40 different species per site)
 3. Are up to 30 times more dense than conventional tree plantings
 4. Grow 10 times faster than regular woodlands due to the planting & management methodology
 5. Provide a new dense green space with low management requirements, becoming maintenance free after three years
 6. Are chemical and fertiliser free, sustaining itself once established and supporting local biodiversity.
- Email from the Headteacher at Bourne Community College in response to an email Cllr Hitchcock sent to her about ball bearing incidents.
- Updates from CDC and WSCC regarding the Covid-19, vaccination programme and the delivery of services.

Westbourne Parish Council, 20 May 2021**Agenda item 14: 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
EE&T Mobile Parish Council and			
DD Westbourne Help lines	55.16	45.97	9.19
IB Confidential payments	1,363.13	1,363.13	0.00
IB WSCC LGPS April 21	427.42	427.42	0.00
IB Microshade cloud storage	103.80	86.50	17.30
IB MS 365	9.48	7.90	1.58
DD SSE street lights	84.13	80.13	4.00
IB Bright Plan transport consultant	1,940.40	1,617.00	323.40
Longmedows spread play bark Monk's			
IB Hill	280.00	280.00	0.00
IB The Meeting Place room booking May	27.50	27.50	0.00
Westbourne Allotment Association			
IB annual flower show donation	50.00	50.00	0.00
IB Closed churchyard donation	200.00	200.00	0.00
IB Homestart donation	250.00	250.00	0.00
IB Citizen's Advice donation	300.00	300.00	0.00
IB Gale Tree Consultancy	420.00	350.00	70.00
IB GM Support playground inspections	220.00	220.00	0.00
	5,731.02	5,305.55	425.47

Payments for retrospective approval

IB HMRC quarter 4 2020/21	1,050.66	1,050.66	0.00
IB Zurich insurance renewal 2021-22	1,244.01	1,244.01	0.00
Vision ICT Operation London			
IB Bridge/Forth Bridge	84.00	70.00	14.00
	2,378.67	2,364.67	14.00

1. Treasurers account number 1

Balance per statement 30/04/21	191,796.96
Less outstanding payments	0.00
Outstanding receipts	0.00
Add petty cash	0.00
Revised bank	191,796.96

Cashbook control

Balance forward 01/04/21	148,685.96
Add total receipts to date	52,023.68
Less total payments to date	8,912.68
Cashbook at 30/04/21	191,796.96