



Westbourne

Parish Council

Address for correspondence:
PO Box 143
Emsworth
Hampshire, PO10 9DX

07775654483
clerk@westbourne-pc.gov.uk

Westbourne Surgery Liaison Team
Emsworth Medical Practice
North Street
Emsworth
PO10 7DD

10 April 2025

Dear Sir/Madam

Consultation on the closure of Westbourne Surgery

I write on behalf of Westbourne Parish Council to strongly object to closure of Westbourne Surgery. This would have a devastating impact as it would be more difficult for local people to access essential services, with the elderly, disabled and those on a low income most affected.

The surgery has been open in Westbourne for decades and any closure is a devastating blow. Residents highly value a local surgery which they can walk to. They would be forced to travel to Emsworth and there is no public transport between the two places. The comments about parking in Westbourne is nonsense as there are two disabled bays outside the surgery and patients who rely on the surgery do not drive anyway.

Any closure would also have an impact on other local businesses particularly the pharmacy, which would seriously affecting the village as many also shop when they come to the surgery. In addition, the Council is concerned about a move to more telephone and online consultations as this is limiting for those who do not use a computer.

The proposal has come completely out of the blue without any warning. The Council had been led to believe that there was a strong commitment to the surgery when they opened their new centre and to continue to serve the local community.

The Parish Council would like to present a petition XX signatures from residents in Westbourne to urge Emsworth Medical Practice to keep the surgery open.

We would very much like to work with the practice to keep services open as they are.

Yours sincerely

Nigel Ricketts
Chairman of Westbourne Parish Council

Westbourne Parish Council Grant Scheme Application Form

Please fill in all sections.

Please complete this application form with details of your proposal if you would like to be considered for a grant from Westbourne Parish Council.

It is appreciated that not every proposal will fit into the structure of the form, but please complete the form as far as possible and provide any additional relevant information on an attached sheet.

When completed, please return this application form by email to clerk@westbourne-pc.gov.uk or in writing to Clerk to Westbourne Parish Council, PO Box 143, Emsworth, PO10 9DX.

1. Your organisation	
Name of organisation and address	Westbourne Local History Group Nigel Peake – Secretary 7 Whitley Close Westbourne
Contact name	Roger Wilding
Position/role in organisation	Chairman & Treasurer
Contact address	46 Woodlands Ave Emsworth, PO10 7QE
Telephone number	01243 374502
Email address	roger_wilding@yahoo.com
2. Details of organisation	
Brief description of your organisation's activities/aims.	To record and make public Westbourne's history.
Does your organisation have members and, if so, how many?	Not as such. We embrace all in Westbourne and surrounding area who have interest. Our signed up contact list now has over 100 email addresses & phone nos
Are meeting and events open to members of the public?	Public/Open meetings are admission free Free admission is our firm policy and objective Our fourth season will be Autumn/Winter 2025
What percentage of the members/people who attend your events are from the village of Westbourne?	Guesstimate – over 95%
Is your organisation run by a committee?	Yes, currently Nigel Peake, Roger Wilding, Jim Clarke and Glynis Lockley. We now have a second tier group (The Council) of some 15 people with

	history projects and local knowledge which we hope to develop.
Is your organisation a registered charity?	No
3. Purpose of organisation	
Please describe how the local community benefits from your organisation.	By learning more about the village that they live in, and sharing information that they have.
4. About the project	
Please provide details of the proposed activity, event, equipment or project for which you are applying for a grant.	Support for venue hire for our Meetings. We ran four public this season and aim to do similar next season. Having created the Council, we now have the additional expense of hiring a venue four times a year for these meetings. If we have the funds we will purchase a good quality head microphone which will help people hear our public meeting speakers enormously.
In what way will the local community benefit?	By learning more about the village that they live in, and sharing information that they have.
What is the total cost?	Public meetings at "The Meeting Place" this season have cost £42 per. Council meetings £20 per. Budget price for quality head Mic - £80
How much is the grant application for?	Anything possible. Our new costs are £80 for Council meetings and £80 for head Mic
How will the rest of the cost be financed?	From our funds. These are generated solely from our publication sales and our creed is that these should be used in order to fund the next product. We have produced three CDs in recent times including a scanned version of the unobtainable gem of Rev Dr Mee's book. Two publications are being worked on, also an updated "Walk around Westbourne" pamphlet.
Have you received or applied for funding from any other source?	None
If you have received a grant from Westbourne Parish Council in the last three years, please provide details.	Grants kindly given in 2022 and 2023 toward the cost of hiring "The Meeting Place"
Will the project still be able to go ahead without	Yes, but our ability to produce our planned publications may slip back and we are not getting younger. Capital purchase will not go ahead

financial support from the Parish Council?	
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Supporting information

- A completed application form.
- Any relevant supporting information required as per the application form.
- Full details of the project or activity.
- A copy of their last year end accounts and demonstration of a clear need for funding.
- Evidence that the organisation has sought funding from elsewhere and is not asking the Parish Council to be the full donor.
- A business or project plan.
- A copy of their constitution or details of their aim or purpose.
- The number, or percentage, of members that belong to the organisation and that live within Westbourne Parish.
- Details of any restrictions placed on who can use/access their service.
- Evidence that the project actively promotes equal access for all.
- Details about the impact of your project.
- Three quotes, if applicable, to show best value for money.

Organisations will normally be expected to have clear written aims and objectives, a written constitution, and a separate bank account controlled by more than one signatory.

Where additional information is required in order to consider the grant application, applicants may be invited to meet with members of the Parish Council to further discuss the application, prior to the grant being uch supporting information as possible to allow the Parish Council to determine priorities. The following is required: determined by Full Council.

Application deadlines

Community Chest grants (small grants) will be considered by the Parish Council during the financial year. Applications for funding that is greater than is available through the Community Chest scheme will be considered by the Parish Council on a case by case basis. Applications should be received by 1 November in the year preceding the funding requirement. The grant will be planned into the budget of the next financial year and awarded in the April.

Please complete the following declaration

I declare that the information given is correct, and agree to adhere to the conditions laid out in Westbourne Parish Council's Community Chest Grant Policy.

On behalf ofWestbourne Local History Group I accept the conditions in Westbourne Parish Council's Community Chest Grant Policy.

Signed:ROGER WILDING
Date:20/3/2025

Position in organisation:CHAIRMAN/TREASURER

If the person signing this form is under 18, it must be countersigned by an adult member of the organisation

Signed: Date:
.....

Please note, completion of this form does not necessarily mean that a grant application will be successful in part or in whole.

Date of meeting at which the application was discussed:

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Grant agreed/refused

Amount:

Chairman:

Detailed Receipts & Payments by Budget Heading 31/03/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1076 Precept	133,264	133,264	0			100.0%	
1080 Bank Interest	2,616	0	(2,616)			0.0%	
1090 Misc Income	24	0	(24)			0.0%	
1110 Access licence - Sydenham Terr	200	200	0			100.0%	
1120 Rent - Allotment Association	500	500	0			100.0%	
Income :- Receipts	136,604	133,964	(2,640)			102.0%	0
Net Receipts	136,604	133,964	(2,640)				
<u>110</u> <u>General Admin & Disbursements</u>							
4000 Clerk's Salary - Gross	25,734	26,000	266		266	99.0%	
4010 Employer National Insurance	2,297	2,500	203		203	91.9%	
4030 Employers Pension	4,687	5,500	813		813	85.2%	
4060 Travelling (Clerk)	15	75	60		60	20.3%	
4065 Home Used as Office	312	320	8		8	97.5%	
4070 Chairman's Expenses	193	200	7		7	96.4%	
4075 Councillor's Expenses	0	200	200		200	0.0%	
4080 Courses & Publications	5	500	495		495	1.1%	
4085 External Audit	420	450	30		30	93.3%	
4090 Internal Audit	367	500	133		133	73.5%	
4095 Legal Advice & Professional	4	1,500	1,496		1,496	0.3%	
4105 Information Commissioner Office	35	35	0		0	100.0%	
4110 Insurance	0	1,500	1,500		1,500	0.0%	
4115 Rialtas Financial Software	732	600	(132)		(132)	122.0%	
4120 Cloud Doc Storage/MS 365	1,538	1,550	12		12	99.2%	
4125 Hall Hire /Zoom Meeting Expens	978	600	(378)		(378)	163.1%	20
4130 Stationery / Printing	230	250	20		20	91.8%	
4135 Postage / Po Box Address	360	350	(10)		(10)	102.9%	
4140 Mobile Phone	313	200	(113)		(113)	156.5%	
4145 Payroll Services	465	0	(465)		(465)	0.0%	
General Admin & Disbursements :- Indirect Payments	38,687	42,830	4,143	0	4,143	90.3%	20
Net Payments	(38,687)	(42,830)	(4,143)				
6000 plus Transfer from EMR	20	0	(20)				
Movement to/(from) Gen Reserve	(38,667)	(42,830)	(4,163)				
<u>120</u> <u>Running Costs</u>							
4200 Westbourne Cemetery	12,348	12,348	0		0	100.0%	

Detailed Receipts & Payments by Budget Heading 31/03/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4205 Ground Maintenance - Monks Hil	10,848	10,000	(848)		(848)	108.5%	
4210 Closed Churchyard Maintenance	738	4,000	3,263		3,263	18.4%	
4215 Ground Maintenance - Mill Road	3,693	10,000	6,307		6,307	36.9%	
4220 Playground Defib Inspections	1,995	2,500	505		505	79.8%	
4225 Playground Inspections	976	1,300	324		324	75.1%	
4230 Street Light Maintenance	1,525	1,400	(125)		(125)	108.9%	
4705 Plant /Soil Flower Troughs	98	100	2		2	98.1%	
Running Costs :- Indirect Payments	32,221	41,648	9,427	0	9,427	77.4%	0
Net Payments	(32,221)	(41,648)	(9,427)				
<u>130 Subscriptions, S137 / S147</u>							
4300 Membership WSALC / NALC	795	795	0		0	100.0%	
4305 Local Council Review Qtr Mag	0	17	17		17	0.0%	
4310 Clerk's Membership SLCC	240	229	(11)		(11)	104.8%	
4315 British Legion Poppy Appeal	65	65	0		0	100.0%	
4320 Westbourne Allotment Associat	50	50	0		0	100.0%	
4325 Closed Churchyard	300	200	(100)		(100)	150.0%	
4330 Homestart	250	250	0		0	100.0%	
4335 Citizens Advice	300	300	0		0	100.0%	
4340 Parish Online Subscription	0	80	80		80	0.0%	
4345 Community Chest Grants	275	500	225		225	55.0%	
4355 Final Straw Foundation	100	100	0		0	100.0%	
Subscriptions, S137 / S147 :- Indirect Payments	2,375	2,586	211	0	211	91.8%	0
Net Payments	(2,375)	(2,586)	(211)				
<u>140 Capital Schemes</u>							
4400 Play Equipment - Monks Hill	0	4,000	4,000		4,000	0.0%	
4405 Play Equipment - Mill Road	41,000	4,000	(37,000)		(37,000)	1025.0%	41,000
4420 Fingerpost Signs	270	500	230		230	54.1%	10
4425 Office Equipment	0	100	100		100	0.0%	
4430 Tree Survey/Surgery	1,208	1,500	292		292	80.6%	
4435 Speed Indictor Devices/CSW	518	0	(518)		(518)	0.0%	518
4440 Defibrillators	398	500	102		102	79.6%	
4455 Community Bus Service	1,000	0	(1,000)		(1,000)	0.0%	1,000
4465 National Commemorations /Celeb	0	2,000	2,000		2,000	0.0%	
4475 Bourne Heritage Trail	0	500	500		500	0.0%	
4480 Heritage Street Lights	6,587	3,000	(3,587)		(3,587)	219.6%	
Capital Schemes :- Indirect Payments	50,981	16,100	(34,881)	0	(34,881)	316.7%	42,528
Net Payments	(50,981)	(16,100)	34,881				
6000 plus Transfer from EMR	42,528	0	(42,528)				
Movement to/(from) Gen Reserve	(8,453)	(16,100)	(7,647)				

Detailed Receipts & Payments by Budget Heading 31/03/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>150 Services</u>							
4500 Street Light Energy	346	1,500	1,154		1,154	23.1%	
4505 Waste Bins & Emptying	1,500	1,900	400		400	78.9%	
Services :- Indirect Payments	1,845	3,400	1,555	0	1,555	54.3%	0
Net Payments	(1,845)	(3,400)	(1,555)				
<u>160 Communications</u>							
4600 Community Consultation	17	250	233		233	6.8%	
4605 Newsletter /Printing Communica	1,867	3,500	1,633		1,633	53.3%	
4610 Website Hosting & Email Acc	361	500	139		139	72.1%	
Communications :- Indirect Payments	2,245	4,250	2,005	0	2,005	52.8%	0
Net Payments	(2,245)	(4,250)	(2,005)				
<u>170 Contingency Fund</u>							
4715 IT Support	0	50	50		50	0.0%	
4720 Increase general reserve	0	7,500	7,500		7,500	0.0%	
4790 New Initiatives Fund	61,666	15,000	(46,666)		(46,666)	411.1%	61,666
Contingency Fund :- Indirect Payments	61,666	22,550	(39,116)	0	(39,116)	273.5%	61,666
Net Payments	(61,666)	(22,550)	39,116				
6000 plus Transfer from EMR	61,666	0	(61,666)				
Movement to/(from) Gen Reserve	0	(22,550)	(22,550)				
<u>999 VAT Data</u>							
515 VAT on Payments	564	0	(564)		(564)	0.0%	
VAT Data :- Indirect Payments	564	0	(564)	0	(564)		0
Net Payments	(564)	0	564				
Grand Totals:- Receipts	136,604	133,964	(2,640)			102.0%	
Payments	190,583	133,364	(57,219)	0	(57,219)	142.9%	
Net Receipts over Payments	(53,980)	600	54,580				
plus Transfer from EMR	104,214	0	(104,214)				
Movement to/(from) Gen Reserve	50,234	600	(49,634)				

Westbourne Parish Council, 10 April 2025**Agenda item 18: Payments for approval**

(DC: Debit Card, DD: Direct Debit, BACS: Internet Banking, C: cheque inc. cheque number, PC: payment by petty cash, * earmarked reserve).

Payments for approval July		Total	Net	VAT
DD	O2 mobile phone April 25	18.00	15.00	3.00
BACS	Confidential payments April 25	1,775.96	1,775.96	0.00
BACS	WSCC LGPS March 25 Microshade cloud storage and email	514.80	514.80	0.00
BACS	accounts April 2025	131.21	109.34	21.87
BACS	MS 365 April 2025 Clear Councils insurance renewal	9.72	8.10	1.62
BACS	2025/26 Mulberry & Co payroll services quarter 4	2,034.14	2,034.14	0.00
BACS	2024/25	144.00	120.00	24.00
BACS	WSALC & NALC subscription 2025/26 Royal Mail PO Box address renewal	843.40	843.40	0.00
BACS	2025/26 Kompan playground inspection M Hill	445.80	371.50	74.30
BACS	April 2025 Longmeadows grounds maintenance M	185.19	154.33	30.86
BACS	Hill quarter 4 2024/25	355.00	355.00	0.00
BACS	Rialtas 2025/26 Westbourne Allotment Association	243.60	203.00	40.60
BACS	2025/26 flower show contribution	50.00	50.00	0.00
BACS	Homestart S137 donation 2025/26 Citizens Advice Bureau S137 doncaiton	250.00	250.00	0.00
BACS	2025/26 Closed churchyard grass cutting	300.00	300.00	0.00
BACS	contribution	300.00	300.00	0.00
		7,600.82	7,404.57	196.25
Payments for retrospective approval				
BACS	Workwear Express - 10 hi-vis vests for Community Speedwatch Group	113.21	94.34	5.79
BACS	Longmeadows installation of picnic tables and seawaw M Hill	1,430.00	1,430.00	0.00
BACS	Chichester District Council dog/litter bin emptying 2024/25	1,799.42	1,499.52	299.50
		0.00	0.00	0.00

Westbourne Parish Council, 10 April 2025

Agenda item 19: Correspondence list

- Reports of anti-social behaviour at Monk's Hill recreation ground and damage to the dog waste bin. Issues reported to PCSO Ryder.
- Bourne's Forum meeting to take place at 7pm on Monday 28 April at Bosham Parish Council.
- Email from Sussex Police asking if there is a good place in Westbourne to locate their Street Surgery van to help with engaging with the local community and address any issues.
- Email from the Department for Transport regarding stopping up of the highway at the strip of land in front of Millthorpe on Monk's Hill.
- Email from Southern Water asking if the Council would like to be part of a joint forum with other local parishes to discuss Thornham Sewage Works improvements.
- Email from Sidlesham Parish Council asking if the Council would like to join them in writing to the government on enforcement issues related to Gypsy and Traveller sites.
- CDC email to inform that responsibility for watercourses (drains, ditches, culverts and small rivers) will pass to WSCC from 1 April 2025.