

Bourne Parishes – WSCC Councillor report

Westbourne Parish – November 2025

Action proposed

1. Apply for TRO to resolve parking issues at Westbourne school and Community centre (see July report)
2. Liaise with Mike Dare regarding CHS as WSCC apparently 'lost' the Westbourne CHS application!

Westbourne road safety plans 2025

Apart from the CHS proposals submitted in July 2025 there are three TROs being applied for currently:

- 20mph Whitechimney Row / Old Farm Lane – passed review, resident consultation done – awaiting decision
- 30mph Cheesmans Lane north of Broad Road (Funtington) – Funtington Parish has applied for this
- 30mph top of Stein Road (Southbourne) – Southbourne will apply for this via a TRO once CHS decision return

Westbourne Solar Meadow project

Instigated via Greening Westbourne, Westbourne aims to become self-sufficient in electrical power. This project is in early stages assessing options for power grid connections and suitable sites and finance options.

Assuming the project is physically and commercially viable we will then assemble a project team. Once we have an outline of the best way to progress we will also let other parishes know details, as there is good interest amongst other parishes to reduce their carbon footprint and see options for cost-effective renewable energy projects.

I also plan to raise a motion at WSCC in March 2026, following Government details on supporting community power projects in Jan 2026. This aims to ensure that WSCC, and, following on from that in May 2025, the Sussex Mayor provides better support for future Parish community power project, as these are inevitably complex.

Next Teams meeting w/c 3 Nov:

- | | | |
|------------------|--|---------------------------------------|
| • Nigel Ricketts | nigelricketts@westbourne-pc.gov.uk | Westbourne Parish chair |
| • Roy Briscoe | rbriscoe@chichester.gov.uk | Chich. DC and Westbourne Parish |
| • Andrew Tolfts | andrew.tolfts@westsussex.gov.uk | WSCC Energy project planning |
| • Amelia Gabriel | amelia@esd.energy | ESD Programme Manager |
| • Tom Broughton: | tom@otneim.co.uk | Greening Westbourne |
| • SSSEN | https://network-maps.ssen.co.uk/ | Feedback on grid connection w/c 10/11 |

WSCC Motions

- Support the hospitality sector, lower business rates, reduce VAT & NI, tips paid direct to staff - Approved
- Tackle shop theft (up 20% YOY), change low value offence and sentencing & community police - Approved
- March 2026 – I will be putting forward a motion to offer improved support for community energy projects

Bourne Village Travel scheme (Ex ChEmRoute)

We have heard little regarding this scheme due to WSCC considering in September how it might progress post devolution. The lead project manager was contacted to hear the latest on the project

- Given devolution, views on the best way to progress the project
- Current status with Active Travel England and National Highways
- Latest update on design from WSCC design contractor WSP
- Next action to progress the cycle route within WSCC
- Indications of any other issues holding the project back

A259 speed reduction - Nutbourne to Southbourne

The TRO to reduce speed limits from 40mph to 30mph from the end of the Bosham straight though to just East of Priors Orchard was rejected by WSCC Highways. This is despite resident majority approval and average speeds along this section being 31.2mph, within the 35mph upper limit in the WSCC Speed Policy.

Rejection was due to the TRO costs being over £5,000, with estimated costs of £10,200 due to having to change over 20 speed signs on the roads north and south of this two mile section of the A259.

I spoke to WSCC Highways Cabinet Member Joy Dennis about it at length and persuaded her to push this TRO through and she has approve TRO progression with Highways. At this stage it is not clear if Parishes will be asked to contribute towards the TRO so we'll have to see what Highways respond with to Chidham, who applied for the TRO. If they do ask for a contribution, I suggest it is split between Chidham and Southbourne)

Other A259 speed changes proposed

With the Nutbourne to Southbourne speed reduction progressing, and Bosham Parish submitting a TRO to reduce the section from the Bosham roundabout past the new 300 home Highgrove development from 40mph to 30mph, the only remaining zones on the A259 with over a 30mph limit are:

- NSL on the Bosham straight: could possibly be reduced to 50mph (40mph unlikely with current speeds)
- 40mph Fishbourne from the Fishbourne A27 roundabout to the cycle tunnel – with Parish for TRO review

A259 speed data

Back in 2023 the Highgrove development on the A259 in Bosham was passed by Government Inspector. This was despite making him aware that Brightplan, the developer's traffic volume consultant, had estimated traffic at no more than 800 vehicles per hour along the A259, post development. In reality traffic was already at 1,050 vehicles per hour average based on WSCC traffic data.

I asked Liz Robbins at WSCC to supply the latest speed data for the A259. WSCC has two road loop traffic monitoring counters buried in the road surface, one near the Sussex Brewery in Southbourne and one at the exit to the cycle tunnel in Fishbourne. Both counters are in 30mph zones but both unfortunately had periods where no data was collected due to technical issues, Fishbourne in all 2024 & Southbourne from April 2025.

These are the latest A259 stats, which show worrying trends over time. Both counters are in 30mph zones:

A259 TRAFFIC VOLUME	Average vehicles per hour (E & W)				Weekday traffic all day volume			
Weekdays 8 to 6pm	2023	2024	2025	2025 vs 2023	2023	2024	2025	2025 vs 2023
Fishbourne	927	--	994	7%	13,300	--	14,000	5%
Southbourne	1,050	1,240	1,230	17%	14,500	17,200	17,000	17%

A259 TRAFFIC VOLUME	Peak traffic volume per hour			% 8-6pm > 1,000 vehicles per hour			% 8-6pm > 1,300 vehicles per hour		
Weekdays 8 to 6pm	2023	2025	2025 vs 2023	2023	2025	2025 vs 2023	2023/24	2025	2025 vs 2023
Fishbourne	980	1,040	6%	12%	44%	32%	0%	0%	0%
Southbourne	1,370	1,420	4%	96%	100%	4%	34%	38%	12%

A259 TRAFFIC SPEED 2025	Zone	30-35mph	35-40mph	Over 30mph	2023/24	Action
Fishbourne	30mph	41%	7%	48%	44%	Reduce speed to 30mph A27 to cycle tunnel via Parish TRO
Southbourne	30mph	23%	3%	26%	29%	SID on post on triangle crossing near Emsworth junction

Key points

- Traffic volume has gone up 17% in Southbourne and 9% in Fishbourne in the last two years.
- 48% of the traffic between 8am and 6pm is over 1,000 vehicles per hour in Fishbourne
- 38% of the traffic between 8am and 6pm is over 1,300 vehicles per hour in Southbourne
- 23% of all traffic is speeding over the 30mph limit in Southbourne near the Sussex Brewery
- 41% of all traffic is speeding over the 30mph limit in Fishbourne near the A27 cycle tunnel
- See action re SID installation at Emsworth junction and Parish TRO application in Fishbourne

I have requested Liz Robbins talk to Chris Stark about installing another official WSCC road loop between Nutbourne and Stein Road. This will be critical to both monitor the impact of future housing developments (estimate is 1.6 cars per new house), and also to make sure that traffic volumes are sustainable to allow for implementation of the Bourne Village Travel Scheme (BVTs – ex ChEmRoute) cycle scheme.

If you wish to undertake a traffic volume and speed check, on any section of road, any Parish can do this for the princely sum of £250 per volume and speed check. Email liz.robbs@westsussex.gov.uk This gives you:

- **Traffic volume** - data by hour block, by day Monday to Sunday, for average traffic volume over time
- **Traffic speed** - data by 5mph block, by hourly block, so you can see the percentage of traffic speeding

WSCC suggested action:

- Install another official WSCC road loop between Nutbourne and Stein Road (or ANOther location to be agreed between Chidham and Southbourne Parishes). This will be critical to both monitor the impact of future housing developments (estimate is 1.6 cars per new house)
- More 30mph SIDs are critical along the A259, given we are moving two sections from 30mph and modern drivers forget lampposts mean 30mph. Hants CC has actioned this re conversations with Lulu Bowerman but WSCC has yet to action. As we know we are forbidden by Government DoT to have 30mph repeater signs and 30mph road roundels, so we desperately need to enforce the 30mph zones along the 8 miles of the A259 from Fishbourne to Warblington roundabouts
- Relook at what effect these traffic volumes might have on Bourne Village Travel Scheme prospects, to make sure traffic volumes are sustainable to allow for implementation of the BVTs cycle scheme
- WSCC Highways vigorously defend against future housing developments along the A259 where traffic volumes have already increased 10% on average in just two years. We still have 200 houses yet to come permitted in Nutbourne and 850 more in Southbourne, equating to 1,700 more vehicles.
- Talk to National Highways about A27 closures and not having the A259 as a backup route – pushing 44 tonne trucks down the A259 causes gridlock every 6 months and also forces traffic north through small villages like Hambrook, Westbourne and Woodmancote

Remembrance Sunday 9th November

- In line with a rotation of the Bourne area churches each year on Sunday 9th Nov I will be at Chidham St Mary's church with Stephen Johnson of CDC, hosted by the new vicar the reverend Joanna King.

May 2026 elections

Where local elections will take place in England in May 2026 will not likely be fully clear until Feb or March 2026. Elections for new authorities that may result from the reorganisations may be held in 2026. On the other hand, others may not hold the first elections for the new bodies until 2027 instead. This is Government's decision.

Councils that are in the government's 'Priority Programme' for the establishment both of mayoral combined authorities include Greater Essex, Hampshire & Solent, Norfolk & Suffolk, Sussex & Brighton.

WSCC local Government Reorganisation and timing

Date (reverse timeline)	Details
April 2028	New unitary council(s) start to deliver services to residents
May 2027	Shadow unitary elections (most likely for new councillors)
Autumn 2026 (TBC)	Structural Changes Order (SCO) passed by Parliament to implement LGR
May 2026 (1)	County Council elections currently planned to take place. Note
Jan – March 2026 (2)	Government decides to implement WS one or two unitary LGR proposal
Nov - Dec 2025 (TBC)	Gov Statutory Consultation on LGR with residents, Parishes, partners etc

(1) WSCC met with the Minister Oct 2025 to ask for a delay to May 2027 due to £3m election cost, difficulty of attracting 70 candidates for one year and challenges with lack of experience at critical devolution time

Why two unitaries under a Sussex Mayor is likely better than one for local representation

Despite the claim made by WSCC Cabinet that one unitary could save more money (£30m), make services more efficient and improve buying power for services, residents are obviously still concerned about local representation. This is believed to be the primary reason that residents voted 62% for two unitaries at initial consultation.

This is also the key reason all seven WSCC area Borough and District Councils opted for Option 2B, with two unitaries. With two unitaries more Councillors overall in WSCC area would likely be allowed. The LGR website at <https://www.lgbce.org.uk/local-government-reorganisation> says, "While we have no set limits, our view is that an extremely strong and compelling case would be needed for an authority made up of more than 100 members or less than 30 members." The opinion suggested from WSCC Chief Exec Paul Marshall is:

- | | | | |
|------------------|------------------------|-----------------------|--------------------------------|
| • WS 1 unitary | 902,000 residents | 100 Councillors (max) | 9,000 residents per Councillor |
| • WS 2 unitaries | 450,000 residents each | 70 Councillors each | 6,400 residents per Councillor |
| • East Sussex | 600,000 residents | 100 Councillors (max) | 6,000 residents per Councillor |
| • Br & Hove | 280,000 residents | 45 Councillors (est) | 6,400 residents per Councillor |

Bearing in mind that WSCC has 70 councillors representing 902,000 residents, the current WSCC ratio is around 13,000 residents per Councillor. In contrast, Chichester District Council has 36 councillors elected to represent 21 wards and a population of 108,000, so a ratio of 3,000 residents per councillor.

Sussex Mayor candidates

Latest results from YouGov's MRP poll show Reform UK leading with 25% of the vote across Sussex, with the Liberal Democrats close on 22%. This puts both parties significantly ahead of the others. The Conservative candidate trails on 18%, Labour on 16% and the Green Party on 15%. Other candidates are 3% of the vote.

Labour:

- Former Brighton and Hove City Council leader Dan Yates, Worthing councillor Caroline Baxter and Margi O'Callaghan are the candidates on the shortlist for the mayoral election. A vote of Labour members in Sussex is due to take place from Friday (October 24) until November 7. Announcement 7th Nov 2025.

Reform:

- Expected to stand but no announcements have been made on their candidate, as yet.

Conservative:



Katy Bourne

- Mid Sussex
- Police and Crime Commissioner for Sussex since 2012
- Announced 6 priorities - housing, transport, economic growth, skills, public safety, and public health.
- Regarded by Conservatives as a trusted figure with a proven electoral track record.

Website: <https://www.sussex-pcc.gov.uk/about/sussex-mayoral-election-2026/>

Liberal Democrats:



Ben Dempsey

- Hassocks
- Mid Sussex District Councillor 2019 - 2023
- Parliamentary candidate for East Grinstead in the 2024 GE
- PhD in nature conservation from the University of Sussex
- Having worked with Save the Children, Dempsey pledges a new deal for housing, improved public transport, and a vision to make Sussex a nature superpower, appealing to voters seeking a strong environmental voice.

Green Party:



Rachel Millward

- Wealden
- Deputy Leader of the Green Party
- Deputy Leader of Wealden DC since May 2025
- Parliamentary candidate for New Forest West in the 2024 GE
- Came to politics after a successful career in cultural leadership across film, community arts and live music
- Conservator of the Ashdown Forest and a founding member of the Friends of the River Medway.
- Website: <https://rachelmillward.wordpress.com/about/>

Independent:



Martin Webb

- Independent candidate and local entrepreneur
- Former business columnist for the Sunday Telegraph
- Community advocate previously linked with Labour
- Former Special Sergeant with Sussex Police
- Positions himself as a non-partisan, community-first choice aimed at voters tired of party politics
- Website: <https://www.martinwebb.com/>

WSCC revised riparian responsibilities guide

A new Riparian Responsibilities guide leaflet has been issued by West Sussex County Council. This leaflet provides up-to-date, compliant guidance on Riparian Ownership, clearly defining ownership boundaries and offering best practices for ongoing maintenance.

It is designed to complement the County's existing flood risk management information:

- **Download the new Riparian Responsibilities leaflet [here](#)**

Environment Agency consultation on water firms fines for sewage

Currently, investigations into pollution can take years and fewer than 1% have resulted in a prosecution.

Water companies in England could face more and automatic fines for sewage dumping under new Environment Agency powers. The government is consulting on allowing the regulator to use a lower, civil, standard of proof instead of the higher criminal standard, for minor to moderate environmental offences.

Measures under consultation include a cap at either £350,000 or £500,000 for penalties issued to the civil standard, introducing new automatic penalties for specific and obvious breaches without the need for lengthy investigations, setting a value of either £10,000, £15,000 or £20,000 for the new automatic penalty.

Fracking ban

On 1st October the Energy Secretary announced plans to ban fracking. Also confirmed were plans to bring forward legislation to end new onshore oil and gas licensing in England, including new licences that could be used for fracking. This will help make Britain focus on clean energy to protect current and future generations.

Libraries

Weekly activity in libraries across Chichester District



6,390
customer visits
into libraries

7,530

books and other
items borrowed



310
hours of digital
support

480

enquiries
answered



475
attendances at
library events

57
hours volunteer
support



£6 return for every £1 WSCC spends on libraries

2026 will be the national year of reading emphasising the importance of reading and benefits for life and for future employment and for relaxation and adult and children's mental health.

County Council launches new specialist support hub for children and families

West Sussex County Council has launched a new initiative to deliver earlier, more effective psychological support for children, young people and families. The new Psychological Hub aims to help families stay together, support children through complex emotional and mental health challenges. It will bring together expert services under one umbrella and create safe, nurturing environments where every child can thrive.

The Psychological Hub unites a range of previously independent specialist services under one psychology-led leadership team and is accessed via healthcare referrals. This integrated model ensures that support is timely, coordinated, and tailored to individual needs. The hub will also feature therapy pods based at County Hall North in Horsham, providing dedicated spaces for therapeutic work in a calm and welcoming setting.

Restore - offering psychologically informed support and interventions for children and families, helping:

- Families stay together or reunite when safe to do so.
- Children with special educational needs and disabilities who are at risk of school placement breakdown or hospitalisation due to mental health needs.
- Children experiencing, self-harm, or mental health conditions that may lead to hospitalisation.
- Children displaying harmful behaviours.

Attach - providing specialist psychological support for:

- Children in care and care leavers.
- Unaccompanied asylum-seeking children.
- Families in kinship arrangements, where children are cared for by someone they know and trust.

For more information, visit the [Psychological Hub's dedicated webpage](#)

Westbourne Parish Council, 11 December 2025

Item 106: Clerk's report

The purpose of this report is to provide the Council with an overview of activities since the last Full Council meeting.

1. Update on current projects

- Liaised with the Allotment Association, Westbourne Community Trust and solicitor regarding the outstanding leases.
- Arranged for the surveyor to create a Land Registry complaint plan of the allotment site.
- Submitted the application for grant funding to Chichester District Council.
- Updated the budget for 2026/27.

2. Actions from the last meeting not otherwise on the agenda

- Attended the SLCC Basics Bootcamp on 19 November at the Portsmouth Marriot Hotel, Cosham at a cost of £85.
- Written agendas, supporting papers and minutes for Full Council, Planning Committee, Strategy and Finance Committee and the R,L&A Committee.
- Submitted planning responses following the last Planning Committee meeting.
- Circulated correspondence to councillors.
- Entered all invoices to the Rialtas software and reconciled the income and expenditure against the bank statements each month to be signed at meetings.
- Set up all payments on Lloyds Bank for payment.
- Recorded paper copies for all expenditure and invoices in a file to be kept for seven years.
- Updated the website.

Westbourne Parish Council draft budget to inform the Precept 2026/27

		Budget 2024-25	Actual at 31/03/25	Budget 2025-26	Actual at 30/09/25	Budget Residual	% of budget Spent	% Uplift on 25/26	MW/CK Revised	Budget 26/27 Plan	Yr/Yr Difference 25/26 vs Revised
			£	£	£					£	

		Budget 2024-25	Actual at 31/03/25	Budget 2025-26	Actual at 30/09/25	Budget Residual	% of budget Spent	% Uplift on 25/26	MW/CK Revised	Budget 26/27 Plan	Yr/Yr Difference 25/26 vs Revised
110	General administration and disbursements										
4060	Travelling (Clerk)	75.00	15.00	75.00	78.00	-3.00	104.0%	78.00	85.00	85.00	£10.00
4065	Home used as office	320.00	312.00	320.00	156.00	164.00	48.8%	332.80	320.00	320.00	£0.00
4070	Chairman's expenses	200.00	193.00	200.00	143.00	57.00	71.5%	208.00	200.00	200.00	£0.00
4075	Councillor's expenses	200.00	0.00	200.00	41.00	159.00	20.5%	208.00	200.00	200.00	£0.00
4080	Courses and publications	500.00	5.00	500.00	245.00	255.00	49.0%	520.00	500.00	500.00	£0.00
4085	External audit	450.00	420.00	450.00	630.00	-180.00	140.0%	468.00	650.00	650.00	£200.00
4090	Internal auditor	500.00	367.00	500.00	158.00	342.00	31.6%	520.00	520.00	500.00	£20.00
4095	Legal advice/professional fees (earmarked reserve)	1,500.00	4.00	1,500.00	26.00	1,474.00	1.7%	1,560.00	5,000.00	5,000.00	£3,500.00
4105	Information Commissioner Office (ICO)	35.00	35.00	35.00	0.00	35.00	0.0%	36.40	47.00	47.00	£12.00
4110	Insurance	1,500.00	0.00	1,500.00	2,034.00	-534.00	135.6%	1,560.00	2,500.00	2,500.00	£1,000.00
4115	Rialtas financial software and Paul Burdick support	600.00	732.00	1,000.00	768.00	232.00	76.8%	1,040.00	1,000.00	1,000.00	£0.00
4120	Cloud document storage/MS 365	1,550.00	1,538.00	1,700.00	747.00	953.00	43.9%	1,768.00	1,768.00	1,700.00	£68.00
4125	Hire of hall and Zoom subscription	600.00	1,018.00	700.00	207.00	493.00	29.6%	728.00	728.00	728.00	£28.00
4130	Stationery/printing (admin)	250.00	230.00	250.00	205.00	45.00	82.0%	260.00	350.00	350.00	£100.00
4135	Postage/Royal Mail PO Box address	350.00	360.00	370.00	372.00	-2.00	100.5%	384.80	400.00	400.00	£30.00
4140	Parish Council mobile phone	200.00	313.00	240.00	97.00	143.00	40.4%	249.60	270.00	270.00	£30.00
	Lloyds Bank service charges	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	55.00	55.00	£55.00
4010	Payroll services	500.00	465.00	500.00	240.00	260.00	48.0%	520.00	520.00	520.00	£20.00
	Total:	9,330.00	6,007.00	10,040.00	6,147.00	3,893.00	61.2%	10,441.60	15,113.00	15,025.00	5,073.00
110	Employment										
4000	Clerks salary, gross	26,000.00	25,734.00	27,000.00	13,561.00	13,439.00	50.2%	28,080.00	28,080.00	28,000.00	£1,080.00
4010	Employer national insurance contribution	2,500.00	2,297.00	4,000.00	1,663.00	2,337.00	41.6%	4,160.00	4,160.00	3,700.00	£160.00
4030	Employers pension contribution	5,500.00	4,687.00	5,500.00	2,387.00	3,113.00	43.4%	5,720.00	5,720.00	5,000.00	£220.00
	Assistant clerk	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	10,000.00	10,000.00	£10,000.00
	Total:	34,000.00	32,718.00	36,500.00	17,611.00	18,889.00	48.2%	37,960.00	47,960.00	46,700.00	£11,460.00
						0.00		0.00			£0.00
	Total general admin and employment	43,330.00	38,725.00	46,540.00	23,758.00	22,782.00	51.0%	48,401.60	63,073.00	61,725.00	16,533.00
120	Running Costs										
4200	Westbourne Cemetery, Joint Burial Committee	12,348.00	12,348.00	12,348.00	0.00	12,348.00	0.0%	12,841.92	12,841.92	12,348.00	£493.92
4210	Closed churchyard maintenance (yew tree inspection)	4,000.00	738.00	1,000.00	0.00	1,000.00	0.0%	1,040.00	1,040.00	1,000.00	£40.00
4325	Closed churchyard grass cutting contribution	300.00	300.00	300.00	300.00	0.00	100.0%	312.00	312.00	300.00	£12.00
4205	Monk's Hill grounds maintenance	10,000.00	10,848.00	10,000.00	2,192.00	7,808.00	21.9%	10,400.00	10,400.00	10,000.00	£400.00
4215	Hitchcock Close grounds maintenance	10,000.00	3,693.00	10,000.00	2,345.00	7,655.00	23.5%	10,400.00	10,400.00	10,000.00	£400.00
4220	Playground/defib inspections (weekly/fortnightly)	2,500.00	1,995.00	2,500.00	1,265.00	1,235.00	50.6%	2,600.00	2,700.00	2,700.00	£200.00
4225	Playground inspections (quarterly)	1,300.00	976.00	1,000.00	314.00	686.00	31.4%	1,040.00	1,500.00	1,500.00	£500.00
4230	Street lights maintenance, WSCC	1,400.00	1,525.00	1,600.00	1,600.00	0.00	100.0%	1,664.00	2,000.00	2,000.00	£400.00
4705	Plants/soil for flower troughs	100.00	98.00	100.00	54.00	46.00	54.0%	104.00	104.00	100.00	£4.00
	Total:	41,948.00	32,521.00	38,848.00	8,070.00	30,778.00	20.8%	40,401.92	41,297.92	39,948.00	2,449.92
130	Subscriptions, S137/S147 payments/donations										
4300	Council's membership of West Sussex Association of Local Councils and National Association of Local Councils	794.74	795.00	800.00	843.00	-43.00	105.4%	832.00	850.00	£850.00	£50.00

		Budget 2024-25	Actual at 31/03/25	Budget 2025-26	Actual at 30/09/25	Budget Residual	% of budget Spent	% Uplift on 25/26	MW/CK Revised	Budget 26/27 Plan	Yr/Yr Difference 25/26 vs Revised
4310	Clerk's membership of Society of Local Council Clerks	229.00	240.00	240.00	28.00	212.00	11.7%	249.60	270.00	270.00	£30.00
4315	British Legion Poppy Appeal	65.00	65.00	65.00	65.00	0.00	100.0%	67.60	67.60	65.00	£2.60
4320	Westbourne Allotment Association	50.00	50.00	50.00	50.00	0.00	100.0%	52.00	52.00	50.00	£2.00
4335	Citizens Advice	300.00	300.00	300.00	300.00	0.00	100.0%	312.00	312.00	300.00	£12.00
4330	Homestart	250.00	250.00	250.00	250.00	0.00	100.0%	260.00	260.00	250.00	£10.00
4340	Parish Online Subscription	80.00	0.00	80.00	75.00	5.00	93.8%	83.20	83.20	80.00	£3.20
4355	Final Straw Foundation donation	100.00	100.00	100.00	0.00	100.00	0.0%	104.00	104.00	100.00	£4.00
4345	Grants	0.00	275.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
4345	Community Chest Grants	500.00	0.00	1,000.00	160.00	840.00	16.0%	1,040.00	1,040.00	1,000.00	£40.00
	Total:	2,368.74	2,075.00	2,885.00	1,771.00	1,114.00	61.4%	3,000.40	3,038.80	2,965.00	153.80

		Budget 2024-25	Actual at 31/03/25	Budget 2025-26	Actual at 30/09/25	Budget Residual	% of budget Spent	% Uplift on 25/26	MW/CK Revised	Budget 26/27 Plan	Yr/Yr Difference 25/26 vs Revised
140	Capital schemes										
4400	Play equipment Monk's Hill (earmarked reserve)	4,000.00	0.00	4,000.00	0.00	4,000.00	0.0%	4,160.00	4,160.00	4,000.00	£160.00
4405	Play equipment Mill Road (earmarked reserve)	4,000.00	41,000.00	4,000.00	0.00	4,000.00	0.0%	4,160.00	4,160.00	4,000.00	£160.00
4410	Churchyard Wall (earmarked reserve)	0.00	0.00	500.00	0.00	500.00	0.0%	520.00	520.00	500.00	£20.00
4415	Village Gateways (earmarked reserve)	0.00	0.00	0.00	1,650.00	-1,650.00	#DIV/0!	0.00	500.00	500.00	£500.00
4420	Fingerpost signs (earmarked reserve)	500.00	260.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
4425	Office equipment (earmarked reserve)	100.00	0.00	100.00	0.00	100.00	0.0%	104.00	200.00	200.00	£100.00
4430	Tree survey/surgery Monk's Hill/Mill Road	1,500.00	1,208.00	0.00	90.00	-90.00	#DIV/0!	0.00	2,000.00	2,000.00	£2,000.00
4435	Speed Indicator Devices/CSW (earmarked reserve)	0.00	518.00	0.00	981.00	-981.00	#DIV/0!	0.00	4,000.00	4,000.00	£4,000.00
4440	Debrillators	500.00	398.00	200.00	87.00	113.00	43.5%	208.00	208.00	200.00	£8.00
4455	Community bus service	0.00	1,000.00	1,000.00	1,000.00	0.00	100.0%	1,040.00	1,500.00	1,500.00	£500.00
4460	Salt/grit supply and bins	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
4465	National commemorations/celebrations	2,000.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
	Asset transfers Covington Road	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	1,000.00	1,000.00	£1,000.00
	Minute book binding	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	1,000.00	1,000.00	£1,000.00
	Neighbourhood Plan	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	20,000.00	20,000.00	£20,000.00
4475	Bourne Heritage Trail	500.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
4480	Heritage street lights junction of East Street and Whitechimney Row	3,000.00	6,587.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
4470	TRO HGV, Monk's Hill speed limit, East Street, Whitechimney Row	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
	Westbourne Community Hall grant	0.00	0.00	8,000.00	8,000.00	0.00	100.0%	0.00	0.00	0.00	-£8,000.00
	The Meeting Place back room renovations grant	0.00	0.00	4,000.00	0.00	4,000.00	0.0%	0.00	0.00	0.00	-£4,000.00
	Environment (trees)	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
	Total:	16,100.00	50,971.00	21,800.00	11,808.00	9,992.00	54.2%	22,672.00	39,248.00	38,900.00	17,448.00
150	Services										
4500	Street light energy, WSCC PFI	1,500.00	346.00	600.00	274.00	326.00	45.7%	624.00	624.00	500.00	£24.00
4505	Waste bins x 7 and emptying	1,900.00	1,500.00	2,000.00	392.00	1,608.00	19.6%	2,080.00	2,080.00	2,000.00	£80.00
	Total:	3,400.00	1,846.00	2,600.00	666.00	1,934.00	25.6%	2,704.00	2,704.00	2,500.00	£104.00
160	Communications										
4605	Newsletter/printed communications	3,500.00	1,884.00	4,000.00	892.00	3,108.00	22.3%	4,160.00	4,160.00	4,000.00	£160.00
4610	Website hosting	500.00	361.00	500.00	0.00	500.00	0.0%	520.00	520.00	500.00	£20.00
	Total:	4,000.00	2,245.00	4,500.00	892.00	3,608.00	19.8%	4,680.00	4,680.00	4,500.00	180.00
170	Contingency fund										
4715	IT support (annual computer service)	50.00	0.00	0.00	134.00	-134.00	#DIV/0!	0.00	100.00	100.00	£100.00
4720	Increase general reserve	7,500.00	0.00	25,000.00	14,808.00	10,192.00	59.2%	26,000.00	26,000.00	10,000.00	£1,000.00
	Village car park	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
4790	New Initiatives Fund (NIF) (earmarked reserve)	15,000.00	61,666.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
4700	Staff absence (earmarked reserve)	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
4710	Vandalism and insurance excess (earmarked reserve)	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00	0.00	£0.00
	Total:	22,550.00	61,666.00	25,000.00	14,942.00	10,058.00	59.8%	26,000.00	26,100.00	10,100.00	1,100.00
	VAT on expenditure		4,458.00		1,899.00	-1,899.00		0.00			£0.00
	Total expenditure:	133,696.74	190,049.00	142,173.00	63,806.00	78,367.00	44.9%	147,859.92	180,141.72	160,638.00	37,968.72

		Budget 2024-25	Actual at 31/03/25	Budget 2025-26	Actual at 30/09/25	Budget Residual	% of budget Spent	% Uplift on 25/26	MW/CK Revised	Budget 26/27 Plan	Yr/Yr Difference 25/26 vs Revised
100	Income										
1110	Access licence - Sydenham Terrace	200.00	200.00	200.00	200.00			208.00	208.00	200.00	£8.00
1120	Rent - Allotment Association	500.00	500.00	500.00	500.00			520.00	650.00	650.00	£150.00
1200	Grants	0.00	12,500.00	0.00	35,342.00			0.00	0.00	0.00	£0.00
1080	Bank interest	0.00	2,616.00	0.00	1,205.00			0.00	0.00	0.00	£0.00
1090	Misc. income	0.00	24.00	0.00	2,673.00			0.00	0.00	0.00	£0.00
	Total income:	700.00	15,840.00	700.00	39,920.00			728.00	858.00	850.00	158.00
	Precept = total expenditure - total income:	£132,996.74		£141,473.00	£23,886.00			£147,131.92	£179,283.72	£159,788.00	£37,810.72
	Final precept figure	£132,996.74		£141,473.00				£147,131.92	£179,283.72	£159,788.00	£37,810.72
	Final precept figure rounded-up =	£132,997		£141,473				£147,132	£179,284	£159,788	£37,810.72
	Earmarked reserve total										
	General reserve total										
	1. Precept required for 2025/26		£141,473								
	2. Precept required 2026/27		£159,788								
	3. Taxbase 2025/26		£995.20								
	4. Taxbase 2026/27		£986.10								
	5. Charge per band D property 2025/26		£142.16								
	6. Charge per band D property 2026/27		£162.04								
	7. % increase in Precept (cash terms)		12.9%								
	8. % increase in Precept per band D property		14.0%								

Uplift on 25/26 4.00% 26.73% 12.95%

Detailed Receipts & Payments by Budget Heading 30/11/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1076 Precept	141,473	141,473	0			100.0%	
1080 Bank Interest	1,246	0	(1,246)			0.0%	
1090 Misc Income	2,677	0	(2,677)			0.0%	
1110 Access licence - Sydenham Terr	200	200	0			100.0%	
1120 Rent - Allotment Association	0	500	500			0.0%	
1130 CIL Received	36,740	0	(36,740)			0.0%	32,773
Income :- Receipts	182,336	142,173	(40,163)			128.2%	32,773
Net Receipts	182,336	142,173	(40,163)				
6001 less Transfer to EMR	32,773	0	(32,773)				
Movement to/(from) Gen Reserve	149,563	142,173	(7,390)				
110 General Admin & Disbursements							
4000 Clerk's Salary - Gross	17,491	27,000	9,509		9,509	64.8%	
4010 Employer National Insurance	1,663	4,000	2,337		2,337	41.6%	
4030 Employers Pension	3,276	5,500	2,224		2,224	59.6%	
4060 Travelling (Clerk)	104	75	(29)		(29)	138.8%	
4065 Home Used as Office	208	320	112		112	65.0%	
4070 Chairman's Expenses	148	200	52		52	73.8%	
4075 Councillor's Expenses	41	200	159		159	20.3%	
4080 Courses & Publications	280	500	220		220	56.0%	
4085 External Audit	630	450	(180)		(180)	140.0%	
4090 Internal Audit	353	500	147		147	70.6%	
4095 Legal Advice & Professional	634	1,500	866		866	42.3%	
4105 Information Commissioner Offic	0	35	35		35	0.0%	
4110 Insurance	2,034	1,500	(534)		(534)	135.6%	
4115 Rialtas Financial Software	768	1,000	232		232	76.8%	
4120 Cloud Doc Storage/MS 365	1,010	1,700	690		690	59.4%	
4125 Hall Hire /Zoom Meeting Expens	229	700	471		471	32.7%	
4130 Stationery / Printing	205	250	45		45	82.1%	
4135 Postage / Po Box Address	372	370	(2)		(2)	100.4%	
4140 Mobile Phone	129	240	111		111	53.7%	
4145 Payroll Services	360	500	140		140	72.0%	
General Admin & Disbursements :- Indirect Payments	29,933	46,540	16,607	0	16,607	64.3%	0
Net Payments	(29,933)	(46,540)	(16,607)				

Detailed Receipts & Payments by Budget Heading 30/11/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
120 Running Costs							
4200 Westbourne Cemetery	12,348	12,348	0		0	100.0%	
4205 Ground Maintenance - Monks Hil	3,969	10,000	6,031		6,031	39.7%	
4210 Closed Churchyard Maintenance	0	1,000	1,000		1,000	0.0%	
4215 Ground Maintenance - Mill Road	7,358	10,000	2,642		2,642	73.6%	
4220 Playground Defib Inspections	1,615	2,500	885		885	64.6%	
4225 Playground Inspections	553	1,000	447		447	55.3%	
4230 Street Light Maintenance	1,600	1,600	0		0	100.0%	
4705 Plant /Soil Flower Troughs	54	100	46		46	54.1%	
Running Costs :- Indirect Payments	27,497	38,548	11,051	0	11,051	71.3%	0
Net Payments	(27,497)	(38,548)	(11,051)				
130 Subscriptions, S137 / S147							
4300 Membership WSALC / NALC	843	800	(43)		(43)	105.4%	
4310 Clerk's Membership SLCC	28	240	213		213	11.5%	
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	300	0		0	100.0%	
4330 Homestart	250	250	0		0	100.0%	
4335 Citizens Advice	300	300	0		0	100.0%	
4340 Parish Online Subscription	75	80	5		5	93.8%	
4345 Community Chest Grants	160	1,000	840		840	16.0%	
4350 Grants	8,000	12,000	4,000		4,000	66.7%	
4355 Final Straw Foundation	100	100	0		0	100.0%	
Subscriptions, S137 / S147 :- Indirect Payments	10,171	15,185	5,014	0	5,014	67.0%	0
Net Payments	(10,171)	(15,185)	(5,014)				
140 Capital Schemes							
4400 Play Equipment - Monks Hill	0	4,000	4,000		4,000	0.0%	
4405 Play Equipment - Mill Road	0	4,000	4,000		4,000	0.0%	
4410 Churchyard Wall	0	500	500		500	0.0%	
4425 Office Equipment	413	100	(313)		(313)	413.3%	
4430 Tree Survey/Surgery	90	0	(90)		(90)	0.0%	
4435 Speed Indictor Devices/CSW	1,073	0	(1,073)		(1,073)	0.0%	981
4440 Defibrillators	87	200	113		113	43.4%	
4455 Community Bus Service	1,000	1,000	0		0	100.0%	
Capital Schemes :- Indirect Payments	2,663	9,800	7,137	0	7,137	27.2%	981
Net Payments	(2,663)	(9,800)	(7,137)				
6000 plus Transfer from EMR	981	0	(981)				
Movement to/(from) Gen Reserve	(1,682)	(9,800)	(8,118)				

Detailed Receipts & Payments by Budget Heading 30/11/2025

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	274	600	327		327	45.6%	
4505 Waste Bins & Emptying	392	2,000	1,608		1,608	19.6%	
Services :- Indirect Payments	666	2,600	1,934	0	1,934	25.6%	0
Net Payments	(666)	(2,600)	(1,934)				
<u>160 Communications</u>							
4600 Community Consultation	13	0	(13)		(13)	0.0%	13
4605 Newsletter /Printing Communica	1,767	4,000	2,234		2,234	44.2%	
4610 Website Hosting & Email Acc	322	500	178		178	64.4%	
Communications :- Indirect Payments	2,102	4,500	2,398	0	2,398	46.7%	13
Net Payments	(2,102)	(4,500)	(2,398)				
6000 plus Transfer from EMR	13	0	(13)				
Movement to/(from) Gen Reserve	(2,089)	(4,500)	(2,411)				
<u>170 Contingency Fund</u>							
4715 IT Support	134	0	(134)		(134)	0.0%	96
4720 Increase general reserve	17,843	25,000	7,157		7,157	71.4%	4,808
Contingency Fund :- Indirect Payments	17,976	25,000	7,024	0	7,024	71.9%	4,904
Net Payments	(17,976)	(25,000)	(7,024)				
6000 plus Transfer from EMR	4,904	0	(4,904)				
Movement to/(from) Gen Reserve	(13,072)	(25,000)	(11,928)				
<u>999 VAT Data</u>							
515 VAT on Payments	1,361	0	(1,361)		(1,361)	0.0%	
VAT Data :- Indirect Payments	1,361	0	(1,361)	0	(1,361)		0
Net Payments	(1,361)	0	1,361				
Grand Totals:- Receipts	182,336	142,173	(40,163)			128.2%	
Payments	92,368	142,173	49,805	0	49,805	65.0%	
Net Receipts over Payments	89,968	0	(89,968)				
plus Transfer from EMR	5,898	0	(5,898)				
less Transfer to EMR	32,773	0	(32,773)				
Movement to/(from) Gen Reserve	63,093	0	(63,093)				

Westbourne Parish Council, 11 December 2025**Agenda item 109c: 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 Dec 25	19.34	16.12	3.22
BACS	Confidential payments Dec 25	1,849.24	1,849.24	0.00
BACS	WSCC LGPS Dec 25	543.55	543.55	0.00
	Microshade cloud storage and email			
BACS	accounts Dec 25	147.34	122.78	24.56
BACS	MS 365 Dec 25	9.72	8.10	1.62
BACS	Lloyds bank service charge Dec 25	4.25	4.25	0.00
	GM Support playground inspections Dec			
BACS	25	200.00	200.00	0.00
BACS	Westbourne History Group grant	350.00	350.00	0.00
	Longmeadows noticeboard instalation			
BACS	Hitchcock Close	500.00	500.00	0.00
	Playdale spare part for equipment			
BACS	Monk's Hill playground	41.88	34.90	6.98
BACS				
BACS				
BACS				
		3,665.32	3,628.94	36.38
Payments for retrospective approval				
BACS	Printer Graphics newsletter printing	387.00	387.00	0.00
	GM Support playground inspections Nov			
BACS	25	150.00	150.00	0.00
BACS	The Meeting Place room hire WNPSG	11.00	11.00	0.00
	Longmeadows rubber matting and sign			
BACS	instalation Hitchcock Close	1,420.00	1,420.00	0.00
	Lining the storage building at the			
BACS	Allotments	3,034.64	3,034.64	0.00
	C Kennett mileage to attend training			
BACS	19/11/25	20.80	20.80	0.00
	Chocolates for WNPSG event on			
BACS	12/12/25	12.95	12.92	0.00
		5,036.39	5,036.36	0.00

0.00	0.00	0.00
------	------	------

Westbourne Parish Council, 11 December 2025

Agenda item 110: Correspondence list

- Government consultation on local government reorganisation [Local government reorganisation in East Sussex and Brighton and Hove, and West Sussex - GOV.UK](#)
- Email from a resident about car parking in The Square