



Bishop's Waltham Parish Council
Minutes of the meeting of the Parish Council
Community Development Committee
held online on Monday 26th October 2020 at 7pm



Present	Cllr Mrs J Marsh	Chairman
	Cllr R Shields	Vice Chairman
	Cllr S Jones	
	Cllr Mrs L Thompson	
	Cllr Mrs J Wood	
In attendance:	Mrs L Edge	Executive Officer
	Mrs A Trott	Halls Bookings Clerk

Members of the public: 0

- CD47/20** **To receive and accept apologies for non-attendance**
No apologies from Councillors had been received.
Apologies received from Mrs McKenzie, Clerk to the Committee.
- CD48/20** **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda**
None relating to the business of the meeting.
- CD49/20** **To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda**
None relating to the business of the meeting.
- CD50/20** **Public Session**
No members of the public were present online.
- CD51/20** **To approve the minutes from the meeting of 29th September 2020**
Resolved: to approve the minutes of the meeting of 29th September 2020
Proposed: Cllr Jones
Seconded: Cllr Mrs Marsh
All in favour.
- CD52/20** **Actions arising from the meeting of the Community Development Committee – 29th September 2020**
Noted.
- CD53/20** **Financial position year to date**
Noted.
- CD54/20** **Budget Setting 2021-22 – Update from the Working Group – for consideration**
Resolved: to approve the recommendations from the Working Group in relation to the Committee budget for 2021-22 and to refer to the Finance, Policy and Resources Committee for consideration.
Proposed: Cllr Mrs Marsh
Seconded: Cllr Mrs Wood
All in favour. **Action: DEO**
- CD55/20** **Remembrance Day Events – November 2020 – Update – for consideration.**
The Chairman presented the paper and updated the Committee. It was confirmed that the Church would be streaming the service for those that were unable to attend. Councillors were reminded that if they wished to attend the service in the Church they needed to book their place with the Church office.

Cllr Shields agreed to meet with the groundsmen to practise the use of the siren ready for the High Street event on the 11th.

Action: DEO/RS/Groundsmen

Cllr Shields advised the Committee that unauthorised poppy collection boxes had been distributed to businesses in the town. He added that the official collection would be held in Red Lion Street.

Resolved: to support the annual Remembrance Day events and to note the scheduled events.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Jones

All in favour.

CD56/20 Telephone Box Relocation – Update – for consideration

The Chairman advised the Committee that the project manager had been in touch (too late for inclusion in the papers) and would be providing a schedule and cost estimates in due course. The Committee noted that it was intended to use the box to provide tourism and community information.

Resolved: to note the progress so far, to work on an internal design for the box (all Councillors to provide suggestions), to consider the schedule and cost estimates when received.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Shields

All in favour.

Action: All Councillors/DEO

CD57/20 Grants – Recommendation of updates to the Grant Policy – for consideration.

Resolved: to recommend the following amendments to the Grant Policy to the Finance, Policy and Resources Committee –

i) To consider grant applications twice a year April (applications to be received by 31st March) and October (applications to be received by 30th September);

ii) to allow a second application to be submitted in the same year if funds are still available and the applicant has not already received the full amount requested.

Proposed: Cllr Jones

Seconded: Cllr Mrs Wood

All in favour.

Action: DEO

CD58/20 Forward Plan 2019-2023 – for consideration

Noted.

It was noted that the Forward Plan which was now two years old did not include references to environmental issues and climate change.

Resolved: to recommend to the Council that the Forward Plan should be reviewed to allow consideration of these issues.

Proposed: Cllr Mrs Marsh

Seconded: Cllr Jones

All in favour.

Action: DEO

Cllr Mrs Wood informed the Committee that due to her increased commitment since taking on the Chairmanship of the Planning and Highways Committee she was finding it difficult to attend the monthly meetings of the Museum Trust.

It was agreed that other members of the Committee could attend these meetings in place of Cllr Mrs Wood.

CD59/20 Chairman's Report – for information only

The Chairman reported that she had attended and helped with the fritillary planting at Priory Meadow. Cllr Mrs Marsh hoped that next year a parish picnic could be arranged at the site as many residents did not know that it existed.

CD60/20 Requests for future agenda items – for information only

None at this time.

CD61/20 Date of next meeting – 23rd November 2020

Noted

There being no further business the meeting closed at 7:42pm.