



Bishop's Waltham Parish Council
Minutes of the meeting of the Parish Council
Community Development Committee
held online on Monday 25th January 2021 at 7pm



Present	Cllr Mrs J Marsh	Chairman
	Cllr S Jones	
	Cllr R Shields	Vice Chairman
	Cllr Mrs L Thompson	
	Cllr Mrs J Wood	
In attendance:	Mrs L Edge	Executive Officer (Hostess for Online Meeting only)
	Mrs E McKenzie	Clerk to the Committee/ Deputy Executive Officer
	Mrs A Trott	Administration Assistant / Halls Booking Clerk

Members of the public: 0

- CD75/20 To receive and accept apologies for non-attendance**
No apologies had been received.
Cllr Jones wished to inform Committee he had time limitations on attending this evening.
- CD76/20 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda**
None relating to the business of the meeting.
- CD77/20 To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda**
Cllr Shields and Cllr Mrs Wood noted non-pecuniary interests relating to Item 18 on the agenda.
- CD78/20 Public Session**
No members of the public were present online.
- CD79/20 To approve the minutes from the meeting of 23rd November 2020**
Resolved: to approve the minutes of the meeting of 23rd November 2020
Proposed: Cllr Mrs Marsh
Seconded: Cllr Mrs Wood
All in favour who were present at the meeting of 23rd November 2020
- CD80/20 Actions arising from the meeting of the Community Development Committee – 23rd November 2020**
Noted.
The current lockdown had postponed several working group meetings. The items related to **Climate Change and the Natural Environment** would be addressed by the working group by online meeting. The **Heart Start event** was postponed indefinitely due to the pandemic. It was noted that the group were successfully holding online courses which was positive news.
The **Listening Bench** action points had been completed. The bench would be installed once the Museum Trust had ordered and delivered it.
The review of the **Hampshire 2050 initiative** was deferred until lockdown eased.
The resignation of Councillor Jones was noted by the Committee. Councillor Jones offered to draw up a plan to handover projects in progress that he had been leading. This was welcomed and the Committee thanked Councillor Jones for his valued input.
- CD81/20 Financial position year to date**
Noted.
It was noted that an online version of the newsletter would be produced in February.

CD82/20

Plan for Handover of Councillor Shields' Projects – for consideration

The clear schedule for handover was further explained. The notes following were made:-

Vice Chair of Community Development Committee – to be elected May 2021

Emergency Plan – Councillor Lead – Cllr Mrs L Thompson, with support of DEO

Annual Clean Up Event – Councillor Lead – Chair of CDC, with support of DEO

Telephone Box Project – Councillor Lead – TBC, with support of DEO

Grants – Administration Assistant – with Councillor Lead – TBS

Community Support – Councillor Lead – Chair of CDC, with support of DEO/Admin Assistant

Annual Meeting of the Parish – Councillor Lead – Chair of CDC, with support of DEO

Handwash Unit Refills – DEO

QR Codes on Town Trail – Town Team or BWPC Office Staff – TBC

Leaflets Refills – BWPC Office Staff

Town Team Representative – Chair of DEO or elected rep May 2021

CD83/20

Forward Plan 2019-2023 – for consideration

The Forward Plan was considered in terms of which projects were still relevant and should be addressed during 2021-23.

CD1 Publicise BW outside the Parish

Relevant and Ongoing

CD2 Communicate with Youth about PC responsibilities and actions

Relevant and Ongoing

CD3 Further improve PC Communication with the Community

Relevant and Ongoing. Add in section about Social Media.

CD4 Support and Encourage all Local Events/Attractions

Relevant and Ongoing

CD5 Promote BW as a Transport Hub

Relevant and Ongoing

CD6 Promote Community Transport Services

Relevant and Ongoing

CD7 Provide more Public Seating

Moved to P&H Committee

CD8 Continue to Improve PC Website

Relevant and Ongoing. Annual Agenda Item.

CD9 Lobby to retain and provide additional Public Services

Rename 'Monitor and Lobby when appropriate'. Relevant and Ongoing.

CD10 Lobby to Improve Mobile Telephone and Internet Connectivity

Relevant and Ongoing. Limitations noted. Seeking Advice and Guidance from WCC Stakeholders Meeting 29.1.21

CD11 Transfer South Pond into Community Ownership

Query if CDC responsibility – F,P&R to seek ownership and then H&G as responsibility of land Encourage BWFC to tidy surrounds.

CD12 Support and Encourage Community Organisations

Relevant and Ongoing. Numbering needs tidying up – 12.4 and 12.5 same sentence. Perhaps needs to be split into Internal Organisations i.e. BWACO, and External, growing visitors numbers, coach stop

CD13 Promote and Respond to School Age Activities in Holidays

Relevant and Ongoing

CD14 Promote Cycling Facilities

Relevant and Ongoing

Resolved: To note the comments recorded in the minutes therein and pass to Parish Council for review and update of Forward Plan 2019-2023

Proposed: Cllr Mrs J Marsh

Seconded: Cllr Mrs L Thompson

All in favour

ACTION: DEO

- CD84/20** **Correspondence: Connectivity in Bishop's Waltham – for consideration**
The two pieces of correspondence were considered. It was felt that the forthcoming meeting of the Winchester City Council's Stakeholders would be the best place to seek advice and guidance on this matter. Councillor Shields has asked for this matter to be an agenda item.
- Resolved: To seek advice and guidance from the meeting of the Winchester City Council's Stakeholders on 29th January and report back to Committee and the two residents.**
Proposed: Cllr Mrs J Marsh
Seconded: Cllr Mrs J Wood
All in favour **ACTION: DEO/EO/Cllr Shields**
- CD85/20** **'What's On' Guide 2021 – for consideration**
The Administration Assistant presented a paper highlighted any events that community groups were considered for 2021. The majority had decided not to plan events due to the pandemic. The few events listed were outlined for late Summer/Autumn. The Committee thanked the Administration Assistant for collating this information.
- It was decided that a printed copy of a 'What's On Guide' was not required for 2021. Any community events could be publicised via the website, social media or on noticeboards where appropriate.
- Resolved: Not to print a What's On Guide 2021, due to the pandemic, but to publicise community events via online methods**
Proposed: Cllr Mrs J Marsh
Seconded: Cllr Mrs J Wood
All in favour **ACTION: Admin Assistant**
- CD86/20** **Annual Meeting of the Parish 2021 – for consideration**
Councillor Shields outlined the plan that had been in place for 2020 before the pandemic had forced its postponement. A discussion was then held concerning the current pandemic restrictions and looking to the following spring months. It was decided that a large gathering could not be encouraged and the use of optivote pads or offering refreshments was sadly not viable this year. Alternative ways to share information on the Parish Council activities in 2021 were considered. An online meeting could be held with presentations (live or pre-recorded) by key speakers. Alternatively, a professional Annual Report could be collated for delivery to every household. The Chairs of each Committee would need to consider their reports for this.
- Resolved:**
To recommend to Full Council that, if a physical Annual Meeting of the Parish is not possible, the Annual Meeting of the Parish 2021 take the form of a professional Annual Report distributed to each household. This report should include a feedback form to ensure residents could offer comments on the report.
Proposed: Cllr Mrs J Marsh
Seconded: Cllr Shields
All in favour **ACTION: DEO/EO**
- CD87/20** **Annual Clean Up Bishop's Waltham Litter Picking Event for 2021 – for consideration**
The event, as usually organised, was considered to be not in keeping with the current government guidelines due to the pandemic.
It was agreed that a voluntary opportunity could be offered to local residents to litter pick during their daily exercise. Advertisement of this idea would be through social media.
- Resolved: To offer residents a voluntary opportunity to loan a litter pick for litter collection during the last week of March**
Proposed: Cllr Mrs J Marsh
Seconded: Cllr Mrs J Wood
All in favour **ACTION: DEO/Admin Assistant/ Parish Lengthsman**

CD88/20 **Chairman's Report** – *for information only*
No report at this time.

CD89/20 **Requests for future agenda items** – *for information only*
None at this time

CD90/20 **Date of next meeting – 22nd February 2021**
Noted.

CD91/20 **Motion for Confidential Business**
On completion of the above business the following motion will be moved:
'That in view of the Confidential nature of the business about to be transacted involving Commercially Sensitive Business, and possible legal matters, as detailed below it is in the public interest that the public and the press be temporarily excluded and they are instructed to withdraw'.

CD92/20 **Telephone Box Project Update with Quotation for Works** – *for consideration*
The DEO presented the paper, noting that, despite advertisements for a project manager being posted in the local Post Office window, as well as on the Council website and social media, only three contacts had shown interest in this project. Of these three, only one had submitted a quotation. Cllr Shields explained that he had researched other parish councils and companies relocating and refurbishing old red telephone kiosks. He clarified that this was a very complex project and that the quotation, with additional explanatory notes from the contractor submitted, showed a sound understanding of the task. There was a clear schedule for the combination of groundworks, electrical and refurbishment work. It was felt, therefore, that this quotation was a realistic figure to ensure the project was ably tackled and completed. It would be value for money to enable a rapidly decaying iconic landmark to be relocated to the centre of the market town. It would be a tourist information point, enhance its historic atmosphere and be appreciated by visitors and residents alike.

Resolved: To recommend to the Finance, Policy and Resources Committee that the quotation by Ben Tibbetts Electrical Ltd, to relocate and refurbish the red telephone box, is approved at a cost of £4,250 + VAT

Proposed: Cllr Mrs J Marsh

Seconded: Cllr R Shields

All in favour

ACTION: DEO

There being no further business the meeting closed at 8:37pm.