



**Bishop's Waltham Parish Council**  
**Minutes of the meeting of the Parish Council**  
**Community and Environment Committee**  
**held at Priory Park Clubhouse on Monday 21<sup>st</sup> June 2021 at 7:30pm**



- Present**
- |                  |               |
|------------------|---------------|
| Cllr E Jelf      | Vice Chairman |
| Cllr J Marsh     | Chairman      |
| Cllr L Thompson  |               |
| Cllr G Westcombe |               |
| Cllr P Wilson    |               |
| Cllr J Wood      |               |
- In attendance:**
- |                |  |
|----------------|--|
| Mrs E McKenzie | Clerk to the Committee/ Deputy Executive Officer |
| Mrs A Trott    | Administration Assistant / Halls Booking Clerk   |
- CE23/21**      **To receive and accept apologies for non-attendance**  
None received.
- CE24/21**      **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda**  
None relating to the business of the meeting.
- CE25/21**      **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.
- CE26/21**      **Public Session**  
An email had been received highlighting a 'Community Hedge Fund' which would be referred to when the need arose within the Parish Council.  
Contact with the Litter Partnership had been made and a meeting was due to be scheduled to discuss joint ventures.
- CE27/21**      **To approve the minutes from the meeting of 24<sup>th</sup> May 2021**  
**Resolved: to approve the minutes of the meeting of 24<sup>th</sup> May 2021**  
Proposed: Cllr P Wilson  
Seconded: Cllr J Wood  
All in favour who were present at the meeting of 24<sup>th</sup> May 2021
- CE28/21**      **Actions arising from the meeting of the Community & Environment Committee – 24<sup>th</sup> May 2021**  
Noted.  
An update was given on the telephone box project. Options were suggested regarding power to the unit (solar power, battery, mains) which the working group would further consider.  
In relation to the environment initiatives and links with the schools, purchase of bulbs or seeds would be considered as a Springtime project.  
No reply had been received from WCC regarding updates to connectivity in the town.  
The website updates were in progress and the Administration Assistant had made many improvements with the logo, front page directory and content enhancement. A stock of seasonal photos was being collated. An idea was suggested to include a 'Bishop's Waltham Then and Now' section which could be considered as the site was further developed.
- CE29/21**      **Financial position year to date**  
Noted.  
The budget for the newsletter was noted in relation to the agenda item following.
- CE30/21**      **Grants – Review of March Applications– for consideration**  
The reply received was duly considered.

**Resolved: To advise the Oral History Group to reapply in September if further funds required and, in the meantime, refer to the grant available from the Educational Institute**

**Proposed: Cllr P Wilson**

**Seconded: Cllr E Jelf**

**All in favour**

**ACTION: DEO**

**CE31/21**

**Review of Action Points on Natural Environment and Climate Change - for consideration**

The impact of the pandemic was noted on these actions planned for 2020. The paper directed the projects to be revisited when viable.

**Resolved: To note the updates on action as tabled**

**Proposed: Cllr L Thompson**

**Seconded: Cllr J Wood**

**All in favour**

**ACTION: DEO**

**CE32/21**

**Listening Bench/Oral History Bench Update - for consideration**

Noted.

**Resolved: To install and maintain the bench as planned**

**Proposed: Cllr P Wilson**

**Seconded: Cllr E Jelf**

**All in favour**

**ACTION: DEO**

**CE33/21**

**Newsletter – Appointment of Working Group, Collation and Delivery – for consideration**

Councillor Wilson had proposed this agenda item and felt that communication with the community was very important. A background on the history and development of the newsletter was provided. Delivery options were considered.

**Resolved:**

**i) To appoint a working group consisting of Cllr J Marsh, Cllr L Thompson and Cllr P Wilson (with the Finance Administrator and Administration Assistant) to manage the editorial content of the newsletter and the delivery system of the publication**

**Proposed: Cllr P Wilson**

**Seconded: Cllr L Thompson**

**All in favour**

**A working group meeting would be held on Wednesday 30<sup>th</sup> June or 7<sup>th</sup> July. ACTION: Admin Asst**

**CE34/21**

**Bishop's Waltham 'Big Tea' Event – for consideration**

The Town Team event was outlined to the committee. The date set was 15<sup>th</sup> August. The event would be dependent on government guidelines in place at that time. No formal requests for support had been received to date but any such requests would be raised during the July meeting if appropriate.

**Resolved: To support, in principle, this community event**

**Proposed: Cllr J Marsh**

**Seconded: Cllr E Jelf**

**All in favour**

**CE35/21**

**Social Event/s 2021 – for consideration**

The Administration Assistant updated the committee on government guidance regarding social gatherings. There was a feeling that big social gatherings were not in line with current guidelines and many residents were still nervous of large events. It was felt that big events should not be organised until conditions were improved and the pandemic clear.

The grant given for a thank you to volunteers was noted. The deadline for spend was to be confirmed.

The pandemic situation, with specific relation to social gatherings, would be reviewed at the July meeting.

- CE36/21 Councillors' Reports**  
**i) Representatives' Update – for information**  
There were no reports given at this time.  
The two members of the Planning and Highways Committee present informed the committee that a joint issue should be raised at the next meeting regarding car engine idling. It was suggested that this issue could be included in the next newsletter to make residents aware.
- CE37/21 Chairman's Report – for information only**  
The Chairman had attended the Town Team meeting regarding the NHS Charity 'Big Tea' event.
- CE38/21 Requests for future agenda items – for information only**  
Centre for Sustainable Energy - Carbon Footprint report  
Remembrance Day Parade 2021  
Correspondence – Engine Idling – Paper from Planning and Highways Committee
- CE39/21 Date of next meeting – 26<sup>th</sup> July 2021**  
Noted.  
Cllr J Wood offered her apologies for non-attendance due to a family commitment.
- CE40/21 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'.**
- CE41/21 Quotations for Grant Opportunity Project – for consideration**  
The Vice Chairman explained his ideas with accompanying quotations and linked grant opportunities. The ideas presented were for an outdoor table tennis table, mobile phone app and an external group to hold sporting activities on PC land.  
The committee agreed favourably to two ideas in principle (table tennis table and sporting activities) and would recommend them to the Halls and Grounds Committee for their consideration as grant opportunity projects.
- Resolved:**  
**i) To recommend the two ideas to the Halls and Grounds Committee (Outdoor Table Tennis Table and Summer Sporting Activities)**  
**ii) To draft grant applications for these projects**  
**Proposed: Cllr G Westcombe**  
**Seconded: Cllr J Marsh**  
**All in favour**
- ACTION: DEO/ Admin Asst**

There being no further business the meeting closed at 9:09pm.