

**BISHOP'S WALTHAM PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council held in the Jubilee Hall,**  
**Little Shore Lane, Bishop's Waltham**  
**on Tuesday 10<sup>th</sup> January 2017 commencing at 7.30 pm.**

**Present:**

Cllr Mr B Nicholson	Chairman
Cllr Mr R Howe	Vice Chairman
Cllr Mrs T Conduct	
Cllr Mr S Jones	
Cllr Mrs J Marsh	
Cllr Mr S Miller	
Cllr Mr D Rowe	
Cllr Mr R Shields	
Cllr Mr G Westcombe	
Cllr Mrs P Wilson	
Cllr Mr T Wilson	
Cllr Mrs J Wood	
Cllr Mr A Wright	

**In attendance:**

Mrs L Edge - Clerk	
Mrs E McKenzie – Administration Officer	

**Also in attendance:**

Cllr Mr R Humby	HCC/WCC
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**Members of the public:** 3

Before the meeting started the Chairman read out a letter from the Chief Executive Officer of Suffolk Association of Local Councils which confirmed the award of Quality status under the Local Councils Award Scheme to BWPC. The CEO added that “The Award is evidence of the council’s commitment to ongoing improvement and development and good governance and good practice in managing the business and finances of the councils and its service to the community.”

**16:202 To receive and accept apologies for non-attendance.**

None received from Parish Councillors.

Other apologies – Cllr McLean, WCC – attending Durley PC.

**16:203 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

None relating to the business of the meeting.

**16:204 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**

Clrs Howe and Rowe – agenda item 16.

Clrs Marsh and Shields – agenda item 13(iii).

**16:205 Public Session.**

Mr Holtom asked the Council about its plans for 2017.

Responses included: Jubilee Hall car park extension, traffic management proposals, increase of recreational facilities, party in the park.

Mr Holtom was advised of the Council’s Forward Plan which covered proposals for 2014-2018.

Mr Holton was asked what he would like to see addressed in 2017 – parking issues resolved and solutions for the doctors’ surgery addressed.

**16:206 Approval of the minutes of the meeting 13<sup>th</sup> December 2016.**

**Resolved: to approve the minutes of the meeting 13<sup>th</sup> December 2016.**

Proposed: Cllr Mrs Conduct

Seconded: Cllr Mrs Marsh

All in favour.

**16:207 To receive the report from the County Council Representative – Cllr Rob Humby.**

Cllr Humby reported/commented on the following:

1. Review of finance strategy at both HCC and WCC.
2. Visit to Highways Operation Centre to be arranged.
3. Transformation of the Countryside Estate: Parish and Town Council pilot – BWPC to be pilot parish. More information to follow.
4. Funds left within Devolved budget – urged PC to apply for small grant.

**16:208 To receive the reports from the District Council Representatives.**

Cllr McLean apologies received.

Cllr Miller reported/commented on the following:

1. Need for WCC to generate £3.1 million by 2021.
2. WCC focussing on increasing income.
3. Car park charges frozen for 2017/18.

**16:209 To receive the Minutes of the Committees of the Parish Council.**

**Resolved: to receive the Minutes of the Committees of the Parish Council.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Mrs Conduct

All in favour.

**16:210 Actions Arising from the minutes of the meeting of 13<sup>th</sup> December 2016.**

Noted.

Cllr Wilson to join APM working party – Cllr Shields to arrange meeting.

**16:211 Ratification and payment of accounts – to authorise payments.**

**Resolved: to authorise the payments.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Miller

All in favour.

**16:212 To receive current financial statement and balance sheet.**

**Resolved: to receive the current financial statement.**

Proposed: Chairman

All in favour.

**16:213 Parish Council Budget and Precept for 2017/18.**

**Recommendations from the Finance, Policy & Resources Committee for consideration.**

Discussion points:

Capital budget proposals.

Anticipation of decisions not yet taken.

Lack of narrative for budget items.

Explanation of process to arrive at precept request.

Reasons for inclusion of plans not yet approved by Council.

Committee budget setting process.

Need to match funding to Forward Plan in future years.

Finance, Policy & Resources Committee to consider narrative requirements and net v gross capital expenditure.

**i) To approve the estimated expenditure for 2017/18.**

**Resolved: the Council approves the estimated gross expenditure of £405,653 for 2017/18.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Mrs Conduct

12 in favour, 1 against.

**ii) To approve the precept requirement for 2017/18.**

**Resolved: the Council approves the precept requirement for 2017/18 as £360,481 less Council Tax Support Grant of £27,208 total £333,273.**

Proposed: Cllr Wilson

Seconded: Cllr Mrs Marsh

All in favour.

Precept request to be forwarded to WCC.

**Action: Clerk**

**16:214 Grant applications.**

**Recommendations from the Finance, Policy & Resources Committee for consideration.**

**i) North Pond Conservation Group.**

**S137 grant.**

**Resolved: to award a Section 137 grant of £1,115.00 to the Bishop's Waltham North Pond Conservation Group in the Council year 2016/17.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Mrs Conduct

All in favour.

**ii) BW Country Market.**

**General Power of Competence.**

**Resolved: to award funding of £800.00 under the General Power of Competence to the Bishop's Waltham Country Market in the Council year 2016/17.**

Proposed: Cllr Mrs Conduct

Seconded: Cllr Howe

11 in favour, 2 against.

**iii) BW Minibus Group.**

**S137 grant.**

**Resolved: to award a Section 137 grant of £396.00 to the Bishop's Waltham Minibus Group in the Council year 2016/17.**

Proposed: Chairman

11 in favour, 2 abstentions.

RFO/Clerk to arrange payments.

**Action: RFO/Clerk**

**16:215 Play area equipment – Priory Park and Hoe Road.**

**Recommendations from the Finance, Policy & Resources Committee for consideration.**

**Resolved: to ratify the recommendation of the Finance, Policy & Resources Committee in relation to the replacement aerial runway and the replacement basket swing.**

Proposed: Cllr Miller

Seconded: Cllr Mrs Conduct  
All in favour.  
Admin Officer to arrange order and installation.

**Action: Admin Officer**

**16:216 Planning Applications:**

**To ratify the recommendations from the Planning, Environment & Highways Committee.**

**Resolved: to ratify the recommendations from the Planning Committee.**

Proposed: Cllr Mrs Conduct  
Seconded: Cllr Mrs Wood  
All in favour.

**16:217 Correspondence: Tucker.**

**Land purchased at Butts Farm.**

**For consideration.**

The Chairman thanked Mr and Mrs Tucker for attending.

He stated that as there was a criminal investigation underway the PC would not comment directly on the actions of certain individuals other than to note that these were abhorrent to all.

Cllr Nicholson added that he would ask the clerk to write to the relevant authority to request consideration of a dog waste bin for the site and would ask the ACSO to patrol the area.

**Action: Clerk/ACSO**

Cllr Shields added that there was a need to inform walkers of the ownership of the land (a diagram is available from the office).

This matter would be included in the next Chairman's article in the Parish News.

**Action: BN**

A warning was given on the dangers of dog faeces on land that was grazed by horses.

**16:218 Correspondence: Hampshire County Council, Children's Services Department.**

**Pre Planning Consultation – Proposal to enlarge BW Infant School and BW Junior School.**

**For consideration.**

Noted.

Councillors advised to attend consultation prior to receipt of planning application.

Concerns were raised over the increase in traffic, parking issues and the pedestrian exit onto Free Street.

**16:219 Bishop's Waltham Rotary Club – Carnival 2017.**

**i) Request for use of Hoe Road.**

**Resolved: to approve the request from the BW Rotary Club for the use of Hoe Road for the carnival 2017.**

Proposed: Chairman  
All in favour.

**ii) Draft licence.**

**For consideration.**

**Resolved: to approve the draft licence as tabled (with amendments to dates).**

Proposed: Chairman  
All in favour.

Clerk to advise Rotary.

**Action: Clerk**

**16:220 Councillors' surgeries.**

**Calendar for 2017 for approval.**

**Resolved: to approve the calendar of Councillors' surgeries for 2017.**

Proposed: Cllr Mrs Conduct

Seconded: Cllr Mrs Marsh

All in favour.

Councillors to advise Clerk of availability and subject matter for surgeries.

**Action: Councillors**

**16:221 Chairman's report (*for information only*).**

i) WCC – Town and Parish Council future Budget and Devolution Briefing – 7.12.16.

Noted.

The Chairman also advised the Council that he and Cllr Wilson had met with residents concerning the Lilypads Pre-School at the Hoe Road pavilion.

**16:222 Councillors' and Clerk's reports (*for information only*).**

i) Meeting with HCC, 19.12.16, re schools expansion – Clerk.

The Clerk advised the Council that she and Cllr Howe had attended a meeting with WCC, Town Team and the Chamber of Trade to discuss the future of the Market Towns' Development Project. A report would be tabled at the next meeting.

Cllr Shields informed the Council that he would be making a presentation to the Rotary Club on the Development Plan on 12.1.17.

**16:223 Requests for future agenda items (*for information only*).**

Cllr Wright asked the Council to consider a policy for attendance by Councillors via Skype or equivalent (understanding that the Councillor would not be permitted to vote).

**Action: AW/Clerk**

**16:224 Date of next meeting – 14<sup>th</sup> February 2017.**

Noted.

**16:225 Motion for confidential business:**

**The Chairman then moved:**

**“That in view of the Confidential nature of the business about to be transacted involving staffing 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.”**

**16:226 Pension Auto- enrolment update for consideration.**

**Resolved: to enrol Mr Kevin Wyatt and Mr Michael Thomas into the Local Government Pension Scheme with effect from 1.2.17. To manage the opt-out for Mr Kevin Wyatt.**

Proposed: Chairman

All in favour.

There being no further business the meeting closed at 9.12pm.

