

**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 14<sup>th</sup> February 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 R Shields	
Cllr Mr G Westcombe	
Cllr Mrs P Wilson	
Cllr Mr T Wilson	
Cllr Mr A Wright	

**In attendance:**

Mrs L Edge - Clerk
Mrs E McKenzie – Administration Officer

**Also in attendance:**

Cllr D McLean	WCC
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**Members of the public:** 1

**16:227 To receive and accept apologies for non-attendance.**

Cllr Mrs Wood – family commitment.

Cllr Miller – indisposed.

**Resolved: to receive and accept apologies for non-attendance as tabled.**

Proposed: Cllr Howe

Seconded: Cllr Mrs Conduct

All in favour.

**16:228 Notice of Councillor Resignation.**

**Proposal to advertise vacancy.**

**Resolved: to advertise the casual vacancy caused by the resignation of a Councillor.**

Proposed: Cllr Howe

Seconded: Cllr Nicholson

All in favour.

**Action: Clerk**

**16:229 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

None relating to the business of the meeting.

**16:230 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**

Cllr Nicholson – member of the Town Team.

**16:231 Public Session.**

The member of the public did not wish to address the Council.

Cllr Mrs Wilson thanked the Chairman and the Clerk for arranging the excellent skittles evening.

The Chairman thanked Mr Veck and Mrs Harris for setting up on the evening.

**16:232 Approval of the minutes of the meeting 10<sup>th</sup> January 2017.**  
**Resolved: to approve the minutes of the meeting 10<sup>th</sup> January 2017.**  
Proposed: Cllr Mrs Marsh  
Seconded: Cllr Mrs Conduct  
All in favour.

**16:233 To receive the report from the County Council Representative – Cllr Rob Humby.**  
Cllr Humby was not present.

**16:234 To receive the reports from the District Council Representatives.**  
Cllr McLean reported/commented on the following:  
1. Changes in leadership at WCC.  
2. WCC CEO to visit area on 22.2.17.  
3. Flytipping – several successful prosecutions in area resulting in fines and a custodial sentence.  
4. Gypsy and traveller document under preparation.  
5. WCC apprenticeships.

Cllr Miller – apologies received.

**16:235 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 Conduct  
Seconded: Cllr Wilson  
All in favour.

**16:236 Actions Arising from the minutes of the meeting of 13<sup>th</sup> December 2016.**  
Noted.

**16:237 Ratification and payment of accounts – to authorise payments.**  
**Resolved: to authorise the payments.**  
Proposed: Cllr Mrs Marsh  
Seconded: Cllr Mrs Conduct  
All in favour.

**16:238 To receive current financial statement and balance sheet.**  
**Resolved: to receive the current financial statement.**  
Proposed: Cllr Wilson  
Seconded: Cllr Wright  
All in favour.

**16:239 Boiler at the Jubilee Hall.**  
**To consider quotation for replacement part/boiler.**  
Need for new boiler urgently noted.  
**Resolved: to arrange the supply and installation of a new 60 kW boiler for the Jubilee Hall at a cost of £4,700.00 + VAT.**  
Proposed: Chairman  
All in favour.

**Action: Admin Officer**

**16:240 Internal Auditor's Report August – November 2016.**

**To note the report from the Internal Auditor.**

The Chairman noted that the Internal Auditor stated that “we are pleased to report that the various records and procedures in place for the Parish Council provide an adequate standard of control.”

**Resolved: to note the report from the Internal Auditor.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Shields

All in favour.

**16:241 Grant application.**

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

**Bishop's Waltham Parish Fishing Club.**

**£137 grant.**

**Resolved: to award a Section 137 grant of £700.00 to the Bishop's Waltham Parish Fishing Club in the Council year 2016/17.**

Proposed: Cllr Mrs Conduct

Seconded: Cllr Howe

All in favour.

**Action: Clerk**

**16:242 Market Towns Development Work.**

**i) Clerk's report from meeting held 9.1.17.**

Noted.

**ii) Correspondence from the Bishop's Waltham Town Team.**

**For consideration.**

Discussion points:

Town Team should fund post.

If funds reduced hours for the Market Towns' Development Officer would be reduced.

Chamber of Trade to consider contribution at next meeting.

MTDO should be self-funding as originally agreed when post first created.

Purpose of MTDO – to market BW, encourage visitors etc.

Concern that BWPC was not consulted when assistant was appointed.

Not PC's responsibility to support businesses.

Role of the PC's Community Development Committee.

**Resolved: to support the suggestion of the Town Team and provide Council funding of £1,500 for the Market Towns' Development Officer in 2017/18.**

Proposed: Cllr Howe

Seconded: Cllr Mrs Marsh

All in favour.

**Action: Clerk**

**16:243 Jubilee Hall Office/Council room improvements – update.**

***For information only.***

Cllr Howe presented the update. Amended plans to be tabled for consideration in due course.

**16:244 To consider appointment of Parish Council Police/Community Safety representative.**

**Resolved: to appoint Cllr Westcombe as the Council's Police/Community Safety representative.**

Proposed: Cllr Howe

Seconded: Cllr Nicholson

All in favour.

**16:245 Planning Applications:**

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

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

Proposed: Cllr Howe

Seconded: Cllr Wright

All in favour.

**16:246 Solafields Grants.**

**To agree Committee responsibilities.**

**Resolved: to agree the delegated authority to proceed with the projects to the relevant Committee as follows:**

<b>Project</b>	<b>Proposed Committee</b>
<b>Priory Meadow Access</b>	<b>Halls &amp; Grounds</b>
<b>Emergency Plan Equipment</b>	<b>Community Development</b>
<b>Youth Shelter</b>	<b>Halls &amp; Grounds or Planning, Environment &amp; Highways depending on location (i.e. Council or non-Council land).</b>
<b>Audio Visual Equipment for the Jubilee Hall</b>	<b>Halls &amp; Grounds.</b>

**Chairmen of Halls & Grounds and Planning, Environment and Highways Committees to meet to discuss youth shelter location. Youth Club Committee and ACSO to be consulted.**

Proposed: Chairman

All in favour.

**Action: TW/RS**

**16:247 Correspondence: Winchester City Council.**

**Montague Road Development.**

**For consideration.**

**Resolved: to defer decision on this matter until site has been managed by developer for at least one year as per legal agreement.**

Proposed: Chairman

All in favour.

**16:248 Correspondence: Hampshire Association of Local Councils.**

**3<sup>rd</sup> Parliamentary Lobby Day 28.3.17.**

**For consideration.**

Noted – no volunteers to attend.

**16:249 Correspondence: Bishop's Waltham Festival.**

***For information only.***

Noted.

**16:250 Town Team Minutes 9.1.17.**

***For information only.***

Noted.

**16:251 Councillors' surgeries.**

**i) Report on surgery held 28.1.17.**

Noted.

**ii) To agree the Councillors for the surgery on 24.2.17.**

Clrs Howe, Nicholson and Wood to attend.

**Action: RH/BN/JW**

**16:252 Chairman's report (*for information only*).**

The Chairman had attended the opening of the Lilypads in the Park facility and the Council skittles evening.

Forthcoming meetings:

Priory Park clubhouse site visit 16.2.17.

HCC Countryside meeting 17.2.17.

MV Carers Group meeting 28.2.17.

**16:253 Councillors' and Clerk's reports (*for information only*).**

i) Meeting with Bishop's Waltham Gardening Club – 7.1.17 – Clerk.

Noted.

ii) Meeting with the Youth Hall Trust – 6.2.17 – verbal update from Cllr Wilson.

**16:254 Requests for future agenda items (*for information only*).**

None at this time.

**16:255 Date of next meeting – 14<sup>th</sup> March 2017.**

Noted.

There being no further business the meeting closed at 8.44pm.