

Bishop's Waltham Parish Council
 Minutes of the Community Development Committee Meeting
 held in the Jubilee Hall, Bishop's Waltham at 7.30pm
 on Tuesday 28th March 2017

Councillors present	Cllr J Marsh (Chairman) Cllr R Shields (Vice Chairman) Cllr G Westcombe
Non-Committee members	Cllr S Jones
Also in attendance:	Mrs E McKenzie Clerk to the Committee
Members of the public:	0

CD140/16 Due to two members being absent, it was requested that Councillor Stuart Jones be co-opted for the evening onto the Community Development Committee.

**Resolved: To co-opt Councillor Jones to the Committee for the meeting
 Chairman's Proposal
 All in favour.**

CD141/16 To receive and accept apologies for non-attendance.
Cllr J Wood – family commitment

Mrs R Shields (PROW Officer) – indisposed

**Resolved: To accept apologies for non-attendance
 Chairman's Proposal.
 All in favour.**

CD142/16 To receive and accept Declarations of Disclosable Pecuniary interests relating to items on this agenda
None relating to the business of the meeting.

CD143/16 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.

CD144/16 Public Session
No members of the Public were present. An email had been received this week from the Rotary Club who requested a donation to fund replacement of the bunting used for the High Street at Carnival time. The Committee felt that a donation of half the total cost could be offered. Due to the short timescale involved, this suggestion would be referred to the Clerk for further consideration.
ACTION: To recommend that the Clerk review options for a £250 donation for the Rotary Club for bunting for the High Street **ACTION: EMc/LE**

Councillor Jones reported that the 'What's On Guide' publication had not been delivered to all homes on the borders of the town and queried the distribution range of this Post Office delivery. **ACTION: Admin Officer to clarify the delivery range.** **ACTION: EMc**

CD145/16 Approval of the Minutes of the meeting 28th February 2017
Resolved: To approve the minutes of the meeting 28th February 2017, with one spelling amendment.
Chairman's Proposal.
All in favour.

CD146/16 Actions arising from the minutes of the meeting 28th February 2017
Noted.
An update to the Botley to Bishops Waltham Bridleway Project was provided. Councillor Jones offered his support for this project and volunteered to join the working party group.
The Pubs Walks leaflet was noted as near to completion. Three invoices of £30 each were requested for the pubs who had offered donations for this leaflet's publication. **ACTION: EMc**

Councillor Shields had made updated QR codes for the noticeboard.
Party in the Park information to be given to councillors for Councillors' Surgery 28-4-17.

ACTION: EMc

Resources in PC venues – audio visual equipment quotes were being gathered and collated. This project will enhance the Gold Room's facilities and encourage increased hire. Another current initiative, to increase availability of crockery for hire in the Gold Room kitchen, was mentioned. Cycle Leaflet update was still in progress and Councillor Jones offered his ideas and support of this project.

A Footpath Warden workshop had been held on 14th March by HCC Countryside Access Team with comment following in the PROW Officer's report.

Annual Meeting of the Parish – the idea of announcing the 'Volunteer of the Year' award scheme was deferred due to the full schedule that evening and suggested revised launch via the Parish Newsletter.

CD147/16 Financial Position Year to Date

Noted.

The costs incurred for the Annual Meeting of the Parish would come out of the Community Events Expenses budget line. The Emergency Generator cost should balance with the grant received to fund it.

CD148/16 Parish Rights of Way Officer's Report – to consider any motion put to the meeting as a result

Mrs Shields had offered apologies for not being able to attend the meeting and had submitted a written report covering the following points:-

Pub Walks Leaflet – the final submission has been made and the leaflet was being printed. Delivery date was hoped to be the end of the March.

The Ramblers were reported as applying for the permissive paths at Park Farm on Ashton Lane and Chalky Lane to be made Rights of Way. They have the support of the HCC Countryside Access Team. There is continued vandalism at Chalky Lane.

The Footpath Warden Workshop at Jubilee Hall resulted in 6 volunteers, and possibly more from other workshops. The PROW Officer is liaising with the Hampshire Countryside Engagement Ranger to co-ordinate the work of the volunteers. Councillor Shields is preparing a map for the volunteers with the numbers of the footpaths clearly marked. This map could go on the Parish Council website.

Footpath behind Leopold Drive/Elizabeth Way. The area of 'no-man's land' has been identified as belonging to Winchester City Council and they have been alerted to the concern of residents about the trees and lack of management in that area. WCC have said that they will send an arboriculture specialist to visit the area to identify necessary works.

The footpath at the lower end of Priory Meadow was noted as in need of gravelling to ensure easier access for walkers.

CD149/16 Party in the Park – Update from the Working Party – for information

It was stated that a bar licence was only required for the number of people at that stand (at the table or in a queue). A leaflet drop to residents of Elizabeth Way was planned for the beginning of June and two days before the event to ensure the road was clear for the staging lorry to use the road on 18th June. It was requested that the car park gates were measured to check the lorry would fit through the gap. **ACTION: EMc**

A treasure hunt prize was to be added to the budget list in expenditure.

The next working party meeting was set as Tuesday 11th April at 6:30pm.

CD150/16 Annual Meeting of the Parish – Report – for information

Councillor Jones praised the event. He had been a resident at the meeting two years ago and felt that the change in format and layout used in the current year, and 2016 meeting, was particularly effective. A review of the event had been prepared by Councillor Shields as a draft which was considered and agreed, along with some additional points. The final paper was to be presented to the Parish Council at their meeting on Tuesday 11th April.

CD151/16 Carnival Stand 2017 – Planning Update – for information

The plan as set last meeting was progressing. A rota of attendance was being compiled by the Clerk. The materials for the stand were being prepared by Councillors Shields and Westcombe with support by the Administration Officer. The working party was confirmed as Councillors Shields and Westcombe, the Clerk and Administration Officer.

- CD152/16 Forward Plan 2014-2018**
(i) List of actions – update
Noted.
- CD153/16 Chairman's Report**
Nothing to report at this time.
- CD154/16 Councillors' Reports**
No reports at this time.
- CD155/16 Requests for Future Agenda Items**
Update on the Botley to Bishops Waltham Bridleway Project
Updates on actions from the Party in the Park working party
- CD156/16 Date of next meeting Tuesday 25th April 2017**
Noted.

There being no further business the meeting closed at 8.50pm.