

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 24th April 2018

Councillors present	Cllr S Jones Cllr Mrs J Marsh (Chairman) Cllr R Shields (Vice Chairman) Cllr G Westcombe Cllr Mrs J Wood
Non-Committee members	Cllr A Webb, Cllr Mrs P Wilson
Also in attendance:	Mrs E McKenzie Clerk to the Committee Mrs R Shields Parish Rights of Way Officer
Members of the public:	0

- CD125/17 To receive and accept apologies for non-attendance**
None – all present
- CD126/17 To receive and accept Declarations of Disclosable Pecuniary interests relating to items on this agenda**
None relating to the business of the meeting.
- CD127/17 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.
- CD128/17 Public Session**
No members of the public were present.
- CD129/17 Approval of the Minutes of the meeting 27th March 2018**
Resolved: To approve the minutes of the meeting 27th March 2018
Proposed: Cllr Mrs J Wood
Seconded: Cllr Westcombe
All in favour
- CD130/17 Actions arising from the minutes of the meeting 27th March 2018**
Noted.
Cllr Shields had written letters of thanks to the fund providers for the resources to support the Community Emergency Plan, and the letters had now been sent so this action is now complete.
Leaflets – Cllr Jones would check all were up to date on the website. **ACTION: Cllr Jones**
Cllr Westcombe is progressing with updating the chart detailing available free WiFi in the town.
The arrangements for Committee meeting was again reviewed as the F,P&R Committee had requested that this Committee consider a Monday meeting position. The Committee agreed to the third Monday at 7pm, on alternate months, starting from Monday 21st May. **ACTION: Admin Officer to pass this decision to the Clerk for the next F,P&R Committee meeting**
ACTION: Admin Officer
Town Team 'KidSTreat' Event – working party meeting date to be set for next week
ACTION: Admin Officer
Repairs to noticeboards are in progress by Cllr Westcombe.
The community noticeboard at Basingwell Car Park was noted as needing attention in terms of usage and relevance of posters. It was agreed to position a terms of use poster on the board and arrange regular pruning of posters to ensure the relevance of posters.
ACTION: Admin Officer and Admin Assistant
- CD131/17 Financial Position Year to Date**
Noted.
It was decided that the Committee would look at the projected budget at the May meeting and endeavour to plan the spending month by month over the next financial year.

CD132/17 Parish Rights of Way Officer's Report – to consider any motion put to the meeting as a result

The PROW Officer raised a number of points:-

- Much of the last month has been very wet but the PROW Officer and one of the volunteer wardens have managed to walk a number of paths. There are a few small jobs waiting to be done such as erecting signage, repairs to a loose post at a stile, missing step on a stile. Hopefully, these can be done next month.
- A volunteer form has been sent to one of the people who came forward at the Annual Meeting of the Parish but have not yet had any further response. The other person who came forward has not been in further contact.
- A problem was encountered on the footpath which leads from the Botley Road and into the yard of Locks Farm. Metal fencing has been put across a gap in a barbed wire fence just before the gate into the yard. A letter will be written to the farm owners about this as it has been a problem area for many years, usually by being extremely muddy. It is on a walk published on the internet as a route between Bishop's Waltham and Botley.
- The Chairman of Bishop's Waltham Society made enquiries about the possibility that the Society may wish to contribute funding towards a kissing gate. It was suggested that the publication of a Nature Reserve walks leaflet might be an alternative project they could support but there has been no further reply as to whether the committee has made any decision on this.
- There was a mention of the kissing gate that was recently installed for us at Dundridge in the latest national Rambler magazine (sent in by Waltham Ramblers). Thanks were given to the Parish Council, landowners and County Council.

CD133/17 Meeting Minutes – for information only.

i) Town Team (meeting of 9th April 2018)

The minutes were noted and clear that this group were very active. The 'BW Bites' was another successful event but cannot grow further. The Yarn Bombing event was confirmed as a 'fun' activity, building on the successful international trend for this. The plan for knitted items in the shops was praised and it was considered that the local children should be involved in 'spotting items' around the town for this week.

The Parish Council stand for the planned 'KidSTreat' event would be discussed within the working party.

CD134/17 2018 Armistice Project – for consideration

Cllr Shields explained the paper presented. It was noted that other options were available to purchase and considered by the Committee, but it was decided the selected image was still the most relevant one for this project. Discussions were held regarding the locations offered with many factors considered. It was noted that the figure would need a bracket and pedestal.

Resolved:

To purchase the figure at a cost of £750 +VAT and associated installation costs, but also to seek public funding from other sources.

To seek permission from the PPC to locate the figure next to the memorial in the churchyard for the three weeks prior to, and including Remembrance Day, and discuss options for the remainder of the year.

To seek permission from the owners of Barclays Bank to locate the figure on the wall facing St George's Square as a possible site

To undertake a public survey to gather views on where the figure should be sited and when

Proposed: Cllr R Shields

Seconded: Cllr Mrs J Wood

All in favour

Action: Cllr Shields/Clerk/Admin Officer

CD135/17 Parish Council Website and Links with Town Team website – Paper by Councillor Jones - for consideration

Cllr Jones gave a power point presentation on the two websites and how overlaps could be seen. The Committee discussed accurate ownership of various sections and how best to share information through web links. It was noted that the Town Team is a relatively new organisation, and is run by volunteers, so their website is a welcome addition for the town but the Parish Council website is a permanent source of information. The Committee endorsed the proposed approach for content ownership on the BWPC site, and its relationship to the BWTT site, as presented by Cllr Jones.

ACTION: Cllr Jones to feedback to the Town Team on how the two websites can work together with clearly acknowledged sources of information and overlaps shown in web links between sites. Regular updates and liaison between the sites would be essential.

ACTION: Cllr Jones / Admin Assistant

ACTION: Review the 'Our Town' section on Parish Council Website and make any relevant and necessary updates

ACTION: Cllr Jones / Admin Assistant

CD136/17

Youth Engagement Initiative – Request from ACSO and Youth Co-ordinator – *for consideration*

It was noted that the Youth Co-ordinator was representing St Peter's Church and Bishop's Waltham Youth Club. There could be funding available for this event via the Co-operative as they were looking to fund activities for youths aged 11-18.

Resolved: To support the Youth Engagement Initiative and request further information on an event management plan with specific days and times planned at venues and to refer this to Halls and Grounds Committee. To provide information on possible funding to the organisers.

Chairman's Proposal

All in favour

ACTION: Admin Officer

CD137/17

Forward Plan 2014-2018

(i) List of actions – update – *for information*.

Looking forward to next plan and which, it was noted, should link to budget plans.

CD138/17

Chairman's Report – *for information only*.

Nothing to report at present.

CD139/17

Councillors' Reports – *for information only*.

Cllr Mrs Wood noted that the Museum Trust have their AGM in April and she will report back on that next month.

CD140/17

Requests for Future Agenda Items – *for information only*

Carnival – Parish Council stand – Cllr Shields (with discussions with Clerk and Admin Officer)

ACTION: Consider Parish Council Stand for Carnival 2018 ACTION: RS, Admin Officer, Clerk

CD141/17

Date of next meeting Tuesday 22nd May 2018

This date was highlighted as due to change to Monday 21st May, at 7pm, if the F,P&R Committee approved the changes to all Parish Council and Committee meetings in their next meeting.

There being no further business the meeting closed at 9.18pm.