

**Bishop's Waltham Parish Council**  
Minutes of the Community Development Committee Meeting  
held in the Jubilee Hall, Bishop's Waltham at 7.30pm  
on Monday 19<sup>th</sup> November 2018

<b>Councillors present</b>	Cllr R Shields (Vice Chairman) Cllr G Westcombe Cllr T Wilson Cllr Mrs J Wood
<b>Non-Committee members</b>	0
<b>Also in attendance:</b>	Mrs E McKenzie Clerk to the Committee Mrs R Shields Parish Rights of Way Officer
<b>Members of the public:</b>	0

- CD62/18 To receive and accept apologies for non-attendance**  
Cllr S Jones – family commitment  
Cllr Mrs J Marsh (Chairman) - indisposed
- Resolved: To accept apologies for non-attendance**  
Proposed: Cllr Mrs J Wood  
Seconded: Cllr T Wilson  
All in favour
- CD63/18 To receive and accept Declarations of Disclosable Pecuniary interests relating to items on this agenda**  
None relating to the business of the meeting.
- CD64/18 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.
- CD65/18 Public Session**  
No members of the public were present.
- CD66/18 Approval of the Minutes of the meeting 17<sup>th</sup> September 2018**
- Resolved: To approve the minutes of the meeting 17<sup>th</sup> September 2018**  
Proposed: Cllr T Wilson  
Seconded: Cllr G Westcombe  
All in favour who were present at the meeting
- CD67/18 Actions arising from the minutes of the meeting 17<sup>th</sup> September 2018**  
Noted.  
The Bridleway project has actions being progressed and a meeting will be held once further headway has been made.  
The cycle leaflet is developing and Cllr Jones has agreed a meeting date with South Downs National Park to discuss this.  
All other actions arising were agenda points to be discussed at this meeting.
- CD68/18 Financial Position Year to Date**  
Noted.  
Expenses from the Remembrance Day events and Noticeboards repairs were due to be paid and would show on next month's report.  
A significant amount was still available under Countryside Access and this was planned to be spent on leaflets and a possible new stile or footpath maintenance.
- CD69/18 Budget Setting 2019-20 – Review Budget Recommendations - for consideration**  
The Chairman explained the request from the F,P&R Committee to reconsider the budget recommendations and the Committee duly discussed the figures for the budget 2019-20 and beyond, with amends as noted on the budget proposal sheet tabled. The updated budget proposal would be passed back to the F,P&R Committee for consideration at their December meeting.

**ACTION: Recommend the Community Development Committee's budget proposal to the F,P&R Committee**  
**ACTION: Admin Officer /Clerk**

- CD70/18**      **Town Team Support for Events – Paper from Cllr Shields – for consideration**  
The Chairman explained the background to this paper. It was decided that the Parish Council could organise a community event in 2019 but would benefit from the support and partnership of the Town Team as a joint venture.  
**Resolved:**  
i)      **To organise a Party in the Park style event in Summer 2019 with entertainment and activities funded and provided by the Town Team.**  
ii)      **To appoint Cllr Mrs J Marsh, Cllr Mrs J Wood and Cllr G Westcombe as the working party for this event, to invite a representative of the Town Team to join the group and for the group to set a date for the event as soon as possible**  
**Chairman's Proposal**  
**All in favour**
- CD71/18**      **CIL Projects – Review - for consideration**  
The items related to Community Development included on the project list was highlighted by the Chairman. There were four items listed:-  
**Water Play Feature** – this was considered a possible project for the H&G Committee to work on with publicity as required from the CDC  
**Bishops Waltham to Botley Bridleway** – funds would be required for this project and still a valid venture to pursue  
**Cycleway** – the plan was clarified as being 'to establish a route on Parish Council land and re route the eastern end of the path, with appropriate lighting also needing to be included'. A funding figure of £65,000 was noted.  
**Bandstand Style Feature** – it was felt that the siting of this should not be restricted to Priory Park but could be considered elsewhere on PC land. It would be a H&G project but CDC would support them with publicity and events held in the area.  
**Resolved: To amend the CDC projects on the CIL Project Report as tabled.**  
**Chairman's Proposal**  
**All in favour**
- CD72/18**      **Parish Rights of Way Officer's Report – to consider any motion put to the meeting as a result**  
The Parish PROW highlighted the following:  
  1. Almost all footpaths have now been checked by the PROW Officer during 2018, as well as many by the volunteer wardens several times. One of the wardens has now taken on regular checking of paths at Dean. He has reported that one of the paths, **FP15**, the bridleway up to the Corhampton Road, is extremely overgrown at the Dean end. **ACTION: PROW Officer will check this report.**
  2. **FP502:** Now that the new bridge is in place the path has been checked recently. It is in poor condition due to not having been walked in the absence of the bridge. In one field, there is deep slurry around a cattle feeding container right by the stile and this prevents access. **ACTION: The field is believed to be leased by Westlands Farm so the PROW Officer will write to request the container is moved away from the stile.**
  3. **FP42B:** A complaint has been made about the mud along about 20 metres of the path where it passes along the side of the stables. Because the path runs between a barbed wire fence and dense vegetation there is nowhere to step to the side. It is on our 'easy access route' so some improvement ought to be made. **ACTION: Groundsmen, PROW Officer and Admin Officer to review site and offer possible improvement solutions**
  4. **FP2:** A comment has again been made about the state of the path surface where the path leads from Cricklemede to Hoe Road. It is used by children walking to school so not acceptable that it is muddy at the Cricklemede end and the surface is very uneven towards Hoe Road. Support for remedial work to be done was being sought from the school. The path is the responsibility of WCC. WCC has still not repaired the fence along **FP43** behind Leopold Drive. **ACTION: PROW Officer/Admin Officer to report both path and fence conditions again to WCC**
  5. The PROW Officer has arranged a meeting with the resident from Ashton Close who complained about the stile exiting onto Ashton Lane from **FP39**. The volunteer warden who lives opposite the stile has agreed to monitor it regularly.

- CD73/18 Nature Reserve Leaflets – for consideration**  
 A paper was presented regarding the nature reserve leaflet which was considered a very worthwhile project. The leaflet would encourage walkers to explore the four unique areas of the parish – claylands, chalklands, moorlands and the disused railway track environment.  
**Resolved: To note the progress made regarding the information collated and funding sources applied for and to support further actions to be taken to continue the project**  
**Chairman’s Proposal**  
**All in favour**
- CD74/18 Meeting Minutes – for information only**  
**i) Chamber of Trade (meeting of 8<sup>th</sup> November 2018)**  
 Noted.  
 The Committee membership was currently under consideration, but significant funds were held. The representative for the Parish Council was supporting the group in a number of ways i.e. seeking additional street sign posts, improving road markings and updating the group on potential car park improvements at Jubilee Hall.
- i) Town Team (meeting of 1<sup>st</sup> October 2018)**  
 Noted.
- CD75/18 Remembrance Day Events, 11<sup>th</sup> November 2018 – Notes from the Working Party – for information**  
 The review of planned events was presented with the summary being of three very successful events held for the town. The band at the beacon event was noted as very good and the Church Service attendance was ‘standing room only’. One point for next year was raised following the trial of music played in the High Street for the parade to march to. The concept and activity were a success and merely required the fine tuning of regular beat to ensure a steady march.  
 It was noted that the wreaths could hopefully be kept in place until the third week in December, if weather conditions allowed. The ‘Tommy’ figure would hopefully be sited at the War Memorial for this same time. **ACTION: Liaise with Church representatives about timing of removing wreaths and figure**  
**ACTION: Admin Officer**  
 The air raid siren that sounded out in the High Street each year at 11am on the 11<sup>th</sup> November was due to be collected to be stored by the Parish Council and sounded annually.  
**ACTION: Admin Officer/Groundsmen**  
 It was noted that the Poppy Appeal had been successful, though the figure raised for charity was not as high as the previous year.
- CD76/18 Parish Council Communication Methods – for information**  
 The latest draft of the December newsletter was circulated with a very favourable response. Final adjustments were due to be made this week before the print run. The edition would be available at the Councillors’ surgery on 30<sup>th</sup> November, at the main shopping outlets and by delivery to each household. Thanks were given to the Administration Assistant for her hard work on this project.
- CD77/18 Annual Meeting of the Parish 2019 – notes from the working party – for consideration**  
 The notes and schedule from the working party were highlighted as the starting points for the planning of this event. Good progress was being made and the meeting was taking shape in terms of organisation, theme, speakers and programme. An increase in budget required was considered but it was felt that some funds would be left over from the Remembrance Day events and Carnival to level out ‘Community Events Expenses’ as a whole.  
 The next working party meeting was noted as Tuesday 20<sup>th</sup> November at 9am.
- CD78/18 Report from Bishop’s Waltham Museum Trust meeting – Paper from Cllr Mrs J Wood – for consideration**  
 Cllr Mrs J Wood explained the background to the paper and asked the key question ‘How valuable is the Museum Trust to the Parish Council?’. The answer being very favourable and demonstrated in the role of the representative, given to the group by the Parish Council to strengthen the link between the two groups, as well as the services of the Parish Lengthsman in gate opening duties when required and the ACSO for safety patrols. Other ways the PC would support the group could be to consider grant requests when submitted, offer noticeboards for publicity of events, offer article space in the Parish Council newsletter and a table for display at the Annual Meeting of the Parish 2019. These points would be fed back to the Trust. Thanks were given to Cllr Mrs Wood for her role as representative.
- CD79/18 Chairman’s Report – for information only**  
 None.

**CD80/18**      **Councillors' Reports – *for information only***  
None.

**CD81/18**      **Requests for Future Agenda Items – *for information only***  
None.

**CD82/18**      **Date of next meeting – Monday 21<sup>st</sup> January 2019 at 7pm**  
Noted.

There being no further business the meeting closed at 8.55pm.