

Bishop's Waltham Parish Council
Minutes of the Community Development Committee Meeting
held in the Jubilee Hall, Bishop's Waltham at 7pm
on Monday 15th April 2019

Councillors present	Cllr R Shields (Vice Chairman) Cllr Mrs J Marsh Cllr A Webb Cllr G Westcombe Cllr T Wilson Cllr Mrs J Wood	
Non-Committee members	1	
Also in attendance:	Mrs E McKenzie Mrs R Shields	Deputy Executive Officer (DEO) Parish Rights of Way Officer (Parish ROW Officer)
Members of the public:	0	

- CD120/18 To receive and accept apologies for non-attendance**
No apologies received.
- CD121/18 To receive and accept Declarations of Disclosable Pecuniary interests relating to items on this agenda**
None relating to the business of the meeting.
- CD122/18 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.
- CD123/18 Public Session**
No members of the public were present.
A councillor noted how good the clock was looking after the repairs and keeping time accurately. It was noted that there is a five-year warranty and the clock faces are now covered with perspex for added protection.
- CD124/18 Approval of the Minutes of the meeting 25th February 2019**
Resolved: To approve the minutes of the meeting 25th February 2019
Proposed: Cllr Mrs J Wood
Seconded: Cllr G Westcombe
All in favour who were present at the meeting
- CD125/18 Actions arising from the minutes of the meeting 25th February 2019**
Noted.
Botley to Bishop's Waltham Railway Path – update due imminently.
Cycle Routes – to be highlighted by Cllr Jones in due course
Tommy figure – organised to be moved to the Jubilee Hall by the end of April
Mayor of Winchester award – nomination successful and acknowledgment given
Improvements to footpath leading to meadow – due to take place soon when weather favourable
App for walking routes – Cllrs Webb and Jones to liaise and report back in May meeting
Banner – design approved and in production.
- CD126/18 Financial Position Year to Date**
Noted.
It was highlighted that the committee had underestimated spend for 2018-19 and when budget setting for 2020-21 a careful consideration of project spend would be required. This was mainly due to the increase in newsletter production and events spend.
- CD127/18 Parish Rights of Way Officer's Report – to consider any motion put to the meeting as a result**
The Parish PROW highlighted the following:

The Nature Reserves leaflet had been printed and delivered to the Parish Council offices. Circulation and publicity would follow to highlight this new walking route. Thanks were given to the Parish ROW

Officer and her assistant for their dedication and hard work in producing this super leaflet for the community and visitors.

The Parish PROW Officer had attended workshops set up by the Hampshire Countryside Access Engagement Officer which had been useful, although aimed more at those new to the role. The Bishop's Waltham Explorer leaflet had been highlighted as a example of good practice as well as photos of the improvements made to a footpath in the town showing collaboration between HCC and local groups.

CD128/18 Nature Reserve Leaflets – for consideration
As commented on in the agenda item above.

It was noted that the spend for the leaflet should be accrued to the 2018-19 financial year.

CD129/18 Meeting Minutes – for information only
i) **Chamber of Trade - none**
ii) **Town Team (meeting of 11th March 2019)**
Noted.

The representative for the Chamber of Trade noted that there had been a meeting in April and the minutes would be available in due course.

Cllr Haysom noted the idea of 'Listening Benches' raised in the Town Team minutes and queried whether it could be something the Parish Council could assist with. Cllr Shields explained the positioning of QR codes around the High Street and felt similar points could be considered within this project.

ACTION: To investigate possible locations for 'listening benches' ACTION: Cllr Haysom

CD130/18 Annual Meeting of the Parish 2019 – review notes from the working group – for consideration

The report was reviewed and it was noted that very few attendees wanted a public question and answer session within the meeting and it was highlighted that any queries could be answered in a personal and individual basis in the designated session in the second part of the event.

It was suggested that the theme of the next meeting should be a review of work achieved so far on the Forward Plan.

The demography of the audience was noted and a small sample of feedback from the age group 30-50 sought. The reply given was that they were satisfied with the work the Parish Council provided and had no issues to raise at the meeting. They had time restrictions for evening opportunities but could offer no alternative time as more convenient. The committee noted that publicity for the meeting was given well in advance and all members of the community were encouraged to attend.

A few comments were made to consider for next year's event, in addition or confirmation of those already collated, to provide designated easily accessible seating for the disabled, ensure flow of the rooms, plan efficient clearing of chairs, Parish Council table to be clearly visible and that voting pads may be useful to gather responses.

Resolved: To hold the Annual Meeting of the Parish in March 2020 with the budget setting and a working party to be organised in September 2019

Chairman's Proposal

All in favour

CD131/18 'Clean Up Bishop's Waltham' – Litter Picking event – review notes from the working group – for consideration

The event was noted as very successful in terms of organisation and response by volunteers. A tried and tested format was in place and should continue for future occasions. A grant from Winchester City Council had been applied for, and successfully awarded, to purchase equipment related to community clean up events, high street cleaning and enhancing pride in the high street. The new equipment would be used to support future events.

It was considered if the event should be held twice a year (Spring and Autumn) but at present the litter issue was under control and no demand from the public was leading to the need for another event in the Autumn. It was noted that other organisations, such as the Scouts and Guides, also did litter pick events to support the town.

Resolved: To hold a 'Clean Up Bishop's Waltham' litter picking event on Saturday 28th March 2020

Chairman's Proposal

All in favour

- CD132/18** **'Party in the Park' – Notes from the Working Group meeting – for consideration**
 Noted.
 The Deputy Executive Officer explained that actions are in progress with the next working group meeting due on Monday 29th April. The minibus co-ordinator commented that there may be low availability of drivers for the event so to note this in case the service could not be provided and to ensure make alternative plans.
 The working group considered the layout of the site would be enhanced by the removal of a small hedgerow by the overflow car park.
- Resolved: To recommend to the Halls and Grounds Committee the removal of the inner hedgerow at Priory Park overflow car park that faces towards the petanque terrain**
Chairman's Proposal
All in favour **ACTION: DEO**
- CD133/18** **Future Meetings for Community Organisations – Notes from the Working Group meeting – for consideration**
 It was noted that the meetings were aimed at all voluntary community organisations.
 The date of Friday 27th September had been set for the thank you to all groups who had provided events for the community in 2019. The working group would meet again before the end of April to consider further details of the event and present the plan at the next meeting in May.
ACTION: DEO
- Resolved: To progress plans for both meetings for voluntary community organisations.**
Chairman's Proposal
All in favour
- CD134/18** **Draft Forward Plan 2019-2023 – for consideration**
 a) Notes from the Working Group
 b) Monitor Progress of Projects
- Actions had been completed on the list for April apart from the Transport item which would be carried forward to May.
 Other agenda items for May would be Initiatives with Schools and Community Organisations
ACTION: Develop ideas for presentation in May **ACTION: Cllr Shields/DEO**
- CD135/18** **Chairman's Report – for information only**
 None.
- CD1136/18** **Councillors' Reports – for information only**
 None.
- CD137/18** **Requests for Future Agenda Items – for information only**
 Noted as within points above.
- CD138/18** **Date of next meeting – Monday 20th May 2019 at 7pm**
- It was noted that this was the last Community Development Committee meeting which would include the Parish Rights of Way Officer as the Parish Footpaths item would be moving to the Planning, Environment and Highways Committee as of May 2019. Many thanks were given to the Parish ROW Officer for her dedication and hard work within the role for Bishop's Waltham residents and visitors alike.

There being no further business the meeting closed at 8.43pm