

**BISHOP'S WALTHAM PARISH COUNCIL**  
**Minutes of the Annual Meeting of the Parish Council held in the Jubilee Hall,**  
**Little Shore Lane, Bishop's Waltham**  
**on Tuesday 14<sup>th</sup> May 2019 commencing at 7.00 pm.**

**Present:**

Cllr Mr T Wilson	Chairman
Cllr Mrs J Marsh	Vice Chairman
Cllr Mrs L Clarke	
Cllr Mr N Cole	
Cllr Mr R Haysom	
Cllr Mr R Howe	
Cllr Mr B Nicholson	
Cllr Mr R Shields	
Cllr Mrs L Thompson	
Cllr Mrs P Wilson	
Cllr Mrs J Wood	

**In attendance:**

Mrs L Edge – Executive Officer  
Mrs E McKenzie – Deputy Executive Officer

**Members of the public:** 1

Cllr Wilson opened the meeting by congratulating all Councillors on their election to the Council and welcomed the two new members.

**19:001 Election of Chairman of the Council.**

**Resolved: to elect Cllr T Wilson as Chairman of the Council.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Nicholson

10 in favour, 1 abstention.

**19:002 To receive the Chairman's Declaration of Acceptance of Office.**

Cllr Wilson signed the Chairman's Declaration of Acceptance of Office which was then received and signed by the Executive Officer.

**19:003 Election of Vice Chairman of the Council.**

**Resolved: to elect Cllr Mrs Marsh as Vice Chairman of the Council.**

Proposed: Cllr Mrs Wilson

Seconded: Cllr Mrs Wood

10 in favour, 1 abstention.

**19:004 To receive the Vice Chairman's Declaration of Acceptance of Office.**

Cllr Mrs Marsh signed the Vice Chairman's Declaration of Acceptance of Office which was then received and signed by the Executive Officer.

**19:005 To note the receipt of the Councillors' Declarations of Acceptance of Office.**

The Executive Officer confirmed receipt of the Councillors' Declarations of Acceptance of Office.

**19:006 Approval of Standing Committees for 2019/20.**

Cllr Shields noted that the Finance, Policy & Resources, the Halls & Grounds and the Planning Committees had the fewest members. He asked the new Councillors to consider joining another Committee once they had been on the Council for a while.

**Resolved: to approve the Standing Committees for 2019/20.**

Proposed: Cllr Nicholson

Seconded: Cllr Mrs Wood

All in favour.

**19:007 Reappointment of Council working groups for 2019/20.**

**Resolved: to reappoint the Council working groups for 2019/20.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Mr Wilson

All in favour.

**19:008 Approval of representatives to outside bodies for 2019/20.**

**Resolved: to approve the representatives to outside bodies for 2019/20 including the appointment of Cllr Haysom as the reserve for the Swanmore Management Committee.**

Proposed: Cllr Mrs Wilson

Seconded: Cllr Cole

All in favour.

**19:009 Acceptance of calendar of meeting dates for 2019/20.**

**Resolved: to accept the calendar of meeting dates for 2019/20.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Mrs Wood

All in favour.

**19:010 Standing Orders – for adoption.**

**Resolved: to adopt the Standing Orders as tabled.**

Proposed: Cllr Mrs Wilson

Seconded: Cllr Cole

All in favour.

It was noted that the Terms of Reference for the Community Development Committee will need to be changed once the Committee has agreed its meeting dates.

**19:011 General Power of Competence.**

**To resolve to re-adopt the General Power of Competence.**

**Resolved: Bishop's Waltham Parish Council agrees that it meets the criteria necessary and so re-adopts the General Power of Competence, Localism Act 2011.**

Proposed: Cllr Howe

Seconded: Cllr Mrs Marsh

All in favour.

**19:012 To receive and accept apologies for non-attendance.**

Cllr Jones – family commitment; Cllr Webb – work commitment; Cllr Westcombe – indisposed.

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

Proposed: Cllr Howe

Seconded: Cllr Nicholson

All in favour.

Apologies also received from Cllr Humby, Cllr McLean and Cllr Miller – WCC meeting.

**19:013 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

None relating to the business of the meeting.

**19:014 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**

None relating to the business of the meeting.

**19:015 Public Session.**

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

**19:016 Approval of the minutes of the meeting 9<sup>th</sup> April 2019.**

**Resolved: to approve the minutes of the meeting 9<sup>th</sup> April 2019.**

Proposed: Cllr Mrs Wilson

Seconded: Cllr Mrs Wood

9 in favour, 2 abstentions.

**19:017 To receive the report from the County Council/District Council Representative – Cllr Rob Humby.**

Apologies received.

**19:018 To receive the reports from the District Council Representatives – Cllr D McLean and Cllr S Miller.**

Apologies received.

**19:019 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 Wilson

Seconded: Cllr Haysom

All in favour.

**19:020 Actions Arising from the minutes of the meeting of 9<sup>th</sup> April 2019.**

Noted.

**19:021 Ratification and payment of accounts – to authorise payments.**

**Resolved: to authorise the payments.**

Proposed: Cllr Cole

Seconded: Cllr Nicholson

All in favour.

**19:022 To receive current financial statement and balance sheet.**

**Resolved: to receive the current financial statement and balance sheet.**

Proposed: Cllr Cole

Seconded: Cllr Mrs Marsh

All in favour.

**19:023 Grant applications for 2019/20.**

**To consider the recommendations of the Finance, Policy and Resources Committee.**

**i) Resolved: Bishop's Waltham Parish Council Finance, Policy and Resources Committee awards a Section 144 grant of £750.00 to Bishop's Waltham in Bloom in the Council year 2019/20. Grant to be used to provide 2 flower beds, preferably for wildflowers.**

Proposed: Cllr Cole

Seconded: Cllr Haysom

All in favour.

**ii) Resolved: Bishop's Waltham Parish Council Finance, Policy and Resources Committee Awards a Section 144 grant of £1500.00 to the BW Chamber of Trade and Commerce in the Council year 2019/20.**

Proposed: Cllr Cole

Seconded: Cllr Mrs Marsh

10 in favour.

1 abstention.

**iii) Resolved: Bishop's Waltham Parish Council Finance, Policy and Resources Committee awards a Section 214 grant of £1500.00 to St Peter's PCC in the Council year 2019/20.**

Proposed: Cllr Cole

Seconded: Cllr Mrs Marsh

10 in favour, 1 abstention.

**iv) Resolved: Bishop's Waltham Parish Council Finance, Policy and Resources Committee awards a General Power of Competence grant of £1250.00 to the BW Parish Fishing Club in the Council year 2019/20. The Committee requests that the Club use the tools to open up the visibility of the pond, to maintain the area as a public asset.**

Proposed: Cllr Cole

Seconded: Cllr Mrs Marsh

All in favour.

**v) Resolved: Bishop's Waltham Parish Council Finance, Policy and Resources Committee awards a Section 145 grant of £175.00 to the Folk Association of South Hants in the Council year 2019/20.**

Proposed: Cllr Cole

Seconded: Cllr Haysom

10 in favour, 1 abstention.

**19:024 Planning Applications:**

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

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

Proposed: Cllr Howe

Seconded: Cllr Mrs Wood

All in favour.

**19:025 Recommendation from the Finance, Policy & Resources Committee for ratification.  
Priory Park Ground Maintenance.**

Cllr Nicholson presented the proposal.

**Resolved: to ratify the recommendation of the Halls & Grounds Committee in relation to the Priory Park ground maintenance (£12,300 + VAT, as quoted by Frouds for verti draining of the top tier pitches and sand banding of the lower pitches at Priory Park).**

Proposed: Cllr Nicholson

Seconded: Cllr Mrs Marsh

All in favour.

**19:026 Councillors' surgeries.**

**Councillors' surgeries.**

**i) Report on surgery held 26.4.19.**

Noted.

It was suggested that the Friday surgery should be held from 10.30am to 12.30pm next time.

**ii) To confirm the Councillors for the surgery on 25.5.19.**

Clrs Mrs Marsh, Nicholson and Shields to attend.

**Action: JM/BN/RS**

**19:027 Chairman's report (*for information only*).**

Chairman's report on file.

**19:028 Councillors'/Clerk's reports (*for information only*).**

Cllr Shields invited the two new Councillors to tell the Councillors about themselves.

The Deputy Executive Officer reminded all present of the two community events in June – Carnival on 8.6.19 and Party in the Park on 16.6.19.

Volunteers were needed to help at both events.

**19:029 Requests for future agenda items (*for information only*).**

None at this time.

**19:030 Date of next meeting – 11.6.19.**

Noted.

**19:031 Motion for confidential business:**

The Chairman then moved:

**“That in view of the confidential nature of the business about to be transacted involving commercially sensitive matters as detailed below it is in the public interest that the public and the press be temporarily excluded, and they are instructed to withdraw.**

**19:032 Jubilee Hall car park extension.**

**Ground investigation works.**

**To ratify the decision of the Chairman and the Executive Officer in relation to the works.**

**Resolved: Bishop's Waltham Parish Council ratifies the decision of the Chairman and the Executive Officer to appoint Ridge to undertake the ground investigation works at a cost of £2,050 + VAT.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Mrs Wood

All in favour.

**19:033 To appoint the Council's Internal Auditor for 2019/20.**

**Resolved: to appoint Mike Platten of Farsight as the Council's Internal Auditor for 2019/20 at a cost of £750.00 + VAT + mileage of 45p per mile.**

Proposed: Cllr Cole

Seconded: Cllr Mrs Marsh

10 in favour, 1 abstention.

The Chairman reminded everyone that all Councillors were responsible for the finance of the Council.

There being no further business the meeting closed at 7.55pm.