

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 22nd July 2019

Councillors present	Cllr Mrs L Clarke Cllr Mrs J Marsh (Chairman) Cllr R Shields (Vice Chairman) Cllr Mrs L Thompson Cllr G Westcombe Cllr T Wilson
Non-Committee members	0
Also in attendance:	Mrs E McKenzie Deputy Executive Officer (DEO)
Members of the public:	1

- CD42/19 To receive and accept apologies for non-attendance**
Cllr S Jones – family commitments
Cllr Mrs J Wood – family commitments
- Resolved: To accept apologies for non-attendance**
Proposed: Cllr R Haysom
Seconded: Cllr Mrs J Marsh
All in favour
- CD43/19 To receive and accept Declarations of Disclosable Pecuniary interests relating to items on this agenda**
None relating to the business of the meeting.
- CD44/19 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.
- CD45/19 Public Session**
There was one member of the public present who raised queries on why the Council was not pursuing the Gold Standard Award for Councils and as well as matters relating to the Forward Plan. The Vice Chairman highlighted that the Quality status is currently in place and the Gold standard aspirational. The Forward Plan's aims were explained and how the projects would be progressed in a flexible, reflective way. It was noted that the Council had no Forward Plan ten years ago and this plan now was a very useful tool to guide the Council's work over a four-year period. Reassurance was given that environmental issues were being considered and communications that the Parish Council managed were being fully utilised.
- CD46/19 Approval of the Minutes of the meeting 17th June 2019**
- Resolved: To approve the minutes of the meeting 17th June 2019**
Proposed: Cllr G Westcombe
Seconded: Cllr T Wilson
All in favour who were at the meeting
- CD47/19 Actions arising from the minutes of the meeting 17th June 2019**
Noted.
Botley to Bishop's Waltham Bridleway project – ongoing, progress being made.
Actions completed – cycle leaflet, Party in the Park event, Footpath to Priory Meadow, BWACO meeting planning and committee meeting dates 2019-20.
Mobile Phone App – in progress
Listening Benches – in progress
Agenda items for next meeting as outstanding from July's meeting – Website and Email Hosting, Waste Compactor, Social Media Policy, Winchester Action on Climate Change Contact and the proposals for Environmental Initiatives projects.

- CD48/19 Financial Position Year to Date**
Noted.
The monies due from the Town Team were in hand and this income would offset the spend recorded on the report.
- CD49/19 Schools Initiatives – for consideration**
The proposals were discussed and links with the schools considered valuable in achieving aims of the Forward Plan CD2 (CD2.1.1 and CD2.1.2). The project entitled ‘School Councillor Links’ was agreed as the most effective proposal to present to the schools.
- Resolved: To propose links between the Schools’ Councils and the Parish Council in writing to the head teachers of BW Infant and Junior Schools.**
Chairman’s Proposal
All in favour
- ACTION: To write letters to the headteachers to propose these links and how relationships could be fostered** **ACTION: DEO**
- CD50/19 Party in the Park** **i) Review from the Working Group**
ii) Payment Recommendations – for consideration
- The Chairman outlined the review presented from the working group and noted the final accounts. It was highlighted how the support of the Town Team was appreciated. The most successful form of publicity was recorded as social media (facebook/twitter) and this should be recognised for marketing future events.
- Resolved:**
- i) To request an invoice for payment of £150 from The Feltbeaters and to pay their performance fee (and for them to then donate to their chosen charity as they desired).**
- ii) To make donations of £20 each to four community groups who assisted with the Party in the Park event**
- Chairman’s Proposal**
All in favour **ACTION: DEO**
- ACTION: Repair damaged gazebos** **ACTION: DEO**
- CD51/19 Meeting for Voluntary Organisations – Notes from the Working Group – for consideration**
- The Chairman outlined the progress of the working group with a reminder to all councillors to attend this event. The idea of a community award was discussed.
- Resolved: To appoint a working group of Cllr Mrs Marsh, Cllr Mrs Thompson, Cllr Shields and Cllr Wilson to progress nominations for a ‘Certificate of Recognition’ to be awarded at the Social Evening 27-9-19**
Chairman’s Proposal
All in favour **ACTION: Working Group**
- CD52/19 Parish Council Notice Board – Cross Street – for consideration**
- The paper presented was explained by Cllr Wilson and options considered.
- Resolved: To reinstate the noticeboard, currently under repair, back into position in Red Lion Street and trial this site for formal legal Parish Council notices. If successful, to then remove the noticeboards from Cross Street for re-siting elsewhere in the high street.**
To contact two community groups to discuss location of noticeboards on the High Street
Chairman’s Proposal
All in favour **ACTION: Cllr Westcombe/DEO**

CD53/18 Forward Plan 2019-2023 – for consideration

- a) **Forward Plan Projects**
- b) **Items Not Included on Forward Plan**

a) The three high priority projects on the Forward Plan were noted as:-

CD3 Further Improve PC Communications with the Community

- CD3 3.1 Continue holding PC surgeries – **successful to date**
- CD3 3.1.1 Continue holding PC surgeries in High Street – **successful to date**
- CD3 3.1.2 Identify other locations for PC surgeries - **successful to date** (Country Market, Carnival) and due to trial School location (Oak Road) in Autumn 2019
ACTION: Approach School HTs about date **ACTION: Cllr Haysom/DEO**
- CD3 3.2 Improve look and increase content of BWPC newsletter – **successful to date** (new format 2019)
- CD3.3 Continue to review APM format – **ongoing and recorded**

In addition, it was agreed to review article submitted for the Parish News in terms of layout and content
ACTION: Cllr Shields/DEO/ Admin Assistant

CD9 Lobby to retain and provide additional Public Services

All public services being monitored regularly – ongoing

CD12 Support and encourage Community Organisations

12.6 and 12.7 noted as the prime focus at this time

12.6 Increase membership of BWACO - social evening planned to increase membership and raise awareness of group

12.7 Improve support to BWACO – social evening planned (September) as well as Early Planning meeting (November), as well as Event Planning meeting (January) to inform What's On Guide 2020

The Committee noted that the focus was moving to consider aspects of Medium Projects:-

CD2 Communicate with the Youth about Parish Council responsibilities and activities

See Agenda Item above on Schools Initiatives – CD2 2.1, 2.1.1, 2.1.2

b) The list of Items Not Included on the Forward Plan was presented.

Resolved: To appoint working group of Cllr Mrs Clarke, Cllr Wilson and Cllr Shields to review items and list actions required

Chairman's Proposal

All in favour

ACTION: Working Group

CD54/19 Chairman's Report – for information only

None at this time (representative report included in Agenda Item below)

CD55/19 Councillors' Reports – for information only

The paper reminding councillors of the need to file reports within 14 days of any meeting attended on behalf of the Council/committee was noted.

Cllr Mrs Marsh presented her report from the Chamber of Trade meeting 11-7-19

Cllr Shields highlighted opportunities for HALC 2019 awards. It was decided to submit entries for the newsletter and a social media event. **ACTION: Submit entries** **ACTION: DEO/Admin Assistant**

CD56/19 Requests for Future Agenda Items – for information only

Heart Start Training – Big Group Event – Wednesday 16th October suggested date. Social Media would be needed for publicity.

ACTION: Check availability of hall

ACTION: DEO

Items Not Included in Forward Plan – review and actions

CD57/19 Date of next meeting – Monday 23rd September 2019 at 7pm

There being no further business the meeting closed at 8.49pm