



Bishop's Waltham Parish Council
Minutes of the meeting of the Parish Council
Community Development Committee
held at The Jubilee Hall, Little Shore Lane, Bishop's Waltham, SO32 1ED
on 25th November 2019 at 7pm



Present: Cllr J Marsh Chairman
Cllr R Shields Vice Chairman
Cllr L Clarke
Cllr R Haysom
Cllr S Jones
Cllr L Thompson
Cllr A Webb
Cllr T Wilson
Cllr J Wood

In attendance: Mrs E McKenzie Deputy Executive Officer/Clerk to the Committee

Members of the public: 0

CD98/19 To receive and accept apologies for non-attendance

Cllr G Westcombe – indisposed

Resolved: to accept apologies for non-attendance as tabled
Chairman's Proposal
All in favour

CD99/19 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda

None

CD100/19 To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda

None

CD101/19 Public Session

No members of the public were present. A reminder was given to councillors to consider using the Public Session or Councillors' Reports as the appropriate point to raise issues.

CD102/19 To approve the minutes from the Community Development Committee meeting – 21st October 2019

Resolved: to approve the minutes of the Community Development Committee – 21st October 2019

Proposed: Cllr Mrs J Wood

Seconded: Cllr A Webb

All in favour

Cllr S Jones noted his apologies had been sent in good time for the previous meeting.

CD103/19 Actions arising from the meeting of the Community Development Committee – 21st October 2019

Red telephone box relocation - land for the relocation was believed to be HCC so further requests would be made to secure this site. A company for the physical relocation of the box had been contacted and a price confirmed for the work once preliminaries had been sorted out, such as concrete bases, panes of glass.

Mobile Phone App – website space needed, would tie in with cycling app, discuss with Admin Asst.

Website Hosting – check renewal date

Social Media – defer to mid 2020 inline with policy review due October 2020

Noticeboard – delay to installation due to inclement weather

CD104/19 **Financial position year to date**
Noted

CD105/19 **Forward Plan 2019-2023 – for consideration**
a) Forward Plan Projects, focusing on CD10 Mobile Phone Reception
b) Agenda for forthcoming meetings

a) Forward Plan Projects, focusing on CD10 Mobile Phone Reception

The spreadsheet showing actions taken in 2019-20 with a progress column was noted. Steps to address CD10 Mobile Phone Reception were considered as suggested in the paper.

b) Agenda for forthcoming meetings

The proposed agenda of Forward Plan projects was favourably considered. Three projects were on the agenda for this meeting with a fourth discussed as above. It was agreed that councillors should be named to lead appropriate Forward Plan project agenda items.

Resolved:

a) To draft a letter to send to site developers to lobby to improve the service at the Ashton Lane area of town

b) To approve agenda for Forward Plan projects as tabled

Chairman's Proposal

All in favour

ACTION: RS / DEO

CD106/19 **Councillors' Surgery Locations – Review – for consideration**

It was noted how successful the surgery had been at Claylands Road and how the residents had undertaken a leaflet drop to encourage a good attendance.

The surgeries at the Infant School had been more successful than the Junior School and this was mainly due to positioning of the Parish Council table on the evenings. There was a great response from the young parents with praise heard for Bishop's Waltham life in general. The newsletter was confirmed as an informative town publication and well read. Interest was expressed in becoming further involved in town events and Parish Council work.

Suggestions of location were made as the Brocante High Street markets and Country Market in Jubilee Hall.

CD107/19 **Remembrance Day Events 2019 – Review from the Working Group – for consideration**

The events had all been successfully held. The plans for November 2020 were agreed to be publicised in early October 2020.

CD108/19 **BWACO Meeting 18-11-19 – Review – for consideration**

Meeting successfully held and noted as useful to hold in November rather than in January each year.

Additional refreshments were considered necessary for the annual social evening in September.

CD109/19 **Clean Up Bishop's Waltham event 2020 – for consideration**

It was noted that the paper should state the Parish Council are 'organising' not 'sponsoring' the event. The wording would be amended accordingly.

Resolved:

- i) To approve the litter pick event on Saturday 28th March 2020**
- ii) To accept liability through the Insurer's acceptance of the Risk Assessment**
- iii) To agree the use of PC staff and resources to support the event**
- iv) To encourage PC councillors to help on the day**

Chairman's Proposal

All in favour

ACTION: RS / DEO

CD110/19 Annual Meeting of the Parish 2020 – Appointment of Working Group and Date Setting – for consideration

The date and focus of the meeting were considered. The focus was agreed to be the progress made on the Forward Plan. The use of voting pads had been budgeted for the event and felt to be a beneficial tool to engage the audience and encourage participation. Answers to questions would be valuable to plan further actions.

- Resolved:**
- i) To set the date of the event as Wednesday 1st April 2020 at 7pm**
 - ii) To appoint Cllr Shields, Cllr T Wilson, Cllr Mrs Wood, Cllr Mrs Clarke as the working group for the event**
 - iii) To approve the use of voting pads for the event as agreed in budget plan**
- Chairman's Proposal**
All in favour

The first meeting date was set as Monday 9th December at 10am in the Jubilee Hall office.

CD111/19 Hampshire and Isle of Wight Village of the Year Award – Update – for consideration
Cllr Shields presented the paper and showed the draft road sign proposed.

- Resolved:**
- i) To agree the award prize money to be spent as tabled**
 - ii) To agree to set up a working group with the Town Team in mid-2020 to prepare further related events**

Chairman's Proposal
All in favour

CD112/19 Correspondence – Newspaper Article regarding Hampshire Libraries – for consideration

It was noted that the matter of library closures had been considered in January 2016 and it was felt that the Bishop's Waltham library would be vulnerable to possible closure following the January 2020 consultation due to a number of factors. It was felt that the savings required by HCC may be part of these plans.

ACTION: Monitor situation **ACTION: CDC Committee**
ACTION: Ask Cllr Humby for further information on this matter **ACTION: DEO**

CD113/19 Environmental Initiatives – Updates from the Working Group – for consideration

- a) Environmental Strategy Policy**
- b) Cycling Strategy**
- c) Engaging BW in Climate Change Issues**
- d) The Natural Environment**

- a) This was noted as inline with WCC and HCC policies and highlighted as a 'core' policy. Minor wording amends made to paper tabled.
To be passed to Finance, Policy and Resources Committee for approval and delegation to relevant Committees.
- b) This was a clear plan to follow and should be passed to Finance, Policy and Resources Committee for approval and delegation to relevant Committees.
- c) The paper was noted and suggestions made to expand project choice gathering opportunities i.e. Annual Meeting of the Parish, school location, High Street markets, Carnival. Projects could now be listed with target dates for completion noted. **ACTION: LC**
- d) The paper was noted as having lots of ideas to follow up on. Tree wardens had responsibility for trees in Bishop's Waltham and were part of the Planning Committee so could be consulted about projects through that committee. Projects could now be listed with target dates for completion noted. **ACTION: LT**

- CD114/19** **Chairman's Report** – *for information only*
The Chairman stated that she had attended the Bishop's Waltham In Bloom AGM recently and also the Chamber of Trade's November meeting. The focus of the latter meeting had been the forthcoming Christmas Fayre in the High Street.
- CD115/19** **Councillors' reports** – *for information only*
Cllr Mrs Wood had submitted a report on a meeting of the Museum Trust. Support for VE Day 75th commemorations were noted.
- CD116/19** **Requests for future agenda items** – *for information only*
Youth Club Liaison – Cllr Mrs Wood
Road Closures – Cllr Shields
Coach Stop Leaflet – Cllr Shields
Bench Locations – Cllr Mrs Marsh
Website Updates – DEO
Environmental Initiatives – Project schedules – Working Group
- CD117/19** **Date of next meeting – 27th January 2020**
Noted

There being no further business the meeting closed at 8:50pm.