



**Bishop's Waltham Parish Council**  
**Minutes of the meeting of the Parish Council Halls & Grounds Committee**  
**held at the Jubilee Hall on Tuesday 18<sup>th</sup> January 2022 at 7.00pm**



|                 |                  |                      |
|-----------------|------------------|----------------------|
| <b>Present:</b> | Cllr B Nicholson | Chairman             |
|                 | Cllr A Webb      | Vice Chairman        |
|                 | Cllr R Latham    | Non-Committee member |
|                 | Cllr J Marsh     |                      |
|                 | Cllr M Pavey     |                      |
|                 | Cllr P Wilson    |                      |
|                 | Cllr T Wilson    |                      |
|                 | Cllr J Woodman   | Non-Committee member |

|                       |                 |                        |
|-----------------------|-----------------|------------------------|
| <b>In Attendance:</b> | Mr T Veck       | Senior Groundsman      |
|                       | Mr M Wanstall   | Halls Manager          |
|                       | Mrs C Wilkinson | Clerk to the Committee |

**Members of the Public:** 1

**HG179/21 To receive and accept apologies for non-attendance.**  
None.

**HG180/21 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**  
None relating to the business of the meeting.

**HG181/21 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.

**HG182/21 To approve the minutes from the meeting of the Halls & Grounds Committee – 21<sup>st</sup> December 2021**  
**Resolved: To approve the minutes of the Halls & Grounds Committee – 21<sup>st</sup> December 2021**  
**Proposed: Cllr P Wilson**  
**Seconded: Cllr J Marsh**  
**All in favour who were present at the meeting.**

**HG183/21 Public Session**  
A representative from Bishop's Waltham Gardening Club reported that the planned work, associated with the Albany Wood/Tangier Gardens development had commenced on the lane approaching the allotments. Parking space for approximately 6 or 7 cars had been lost. The allotment holders requested that part of the space at the nearby kick-about be turned into additional parking. This would avoid increased parking in neighbouring roads. Using this grassed area for parking had been considered previously when the developers were planning to use the area for employee parking. Subsequently an alternative location had been found by the developer. The Chairman thanked the member of the public for their attendance and contribution to the meeting.

At this point in the meeting the member of the public left.

A recent email that had been received regarding anti-social behaviour outside front of the Jubilee Hall was discussed and an associated report from the CSO read aloud. The Committee requested that the CSO continue to report incidents to the police and continue to monitor the situation over the coming weeks.

**ACTION: CSO**

- HG184/21 Actions arising from the meeting of the Halls & Grounds Committee –21<sup>st</sup> December 2021**  
It was noted that action items relating to the Southern Footpath would be reported on next month when regular working group meetings had resumed.
- HG185/21 Halls Manager’s Written Report – for consideration**  
The Committee were pleased to note the recent increase in regular bookings and enquiries.
- HG186/21 Senior Groundsman’s Written Report – for consideration**  
Noted.
- HG187/21 Financial Position Year to Date – to note current position**  
Noted.
- HG188/21 Capital Control Report – for consideration**  
Noted.
- HG189/21 Forward Plan 2019-2023 – for consideration**  
Noted.
- HG190/21 Facilities Review Update – for information**  
Noted.
- HG191/21 Grant Opportunities – for consideration**  
Noted.
- HG192/21 Southern Footpath Update – for information**  
Noted. Regular working group meetings were requested. The need to communicate with the developer of the Tangier Farm site was raised as a priority, whilst the second phase of work at that location was still in the early stages. **ACTION: Southern Footpath working group**
- HG193/21 Carnival 2022 – Licence and costs for consideration**  
Clause 29 of the licence document was discussed as requiring rewording to make it clearer. **ACTION: Clerk**  
The rate for the use of the grounds was agreed to be updated. The updated rate will be based on the 2020 figures, with the application of the last two year’s CPI. **ACTION: Cllr T Wilson**  
**Resolved: To agree the date of 11<sup>th</sup> June 2022 and to recommend the licence and charges to the Finance, Policy & Resources Committee. The charges will be based on the 2020 rate with the CPI rates for the last two years applied.**  
**Proposed: Cllr B Nicholson**  
**Seconded: Cllr J Marsh**  
**All in favour.** **ACTION: Clerk**
- HG194/21 Community Garden – for consideration**  
The committee discussed the proposal and how to proceed.  
**Resolved: To create a working group tasked initially to investigate whether demand exists amongst residents for a community garden.** **ACTION: Cllr Pavey, Cllr Wilson, Cllr Williams**  
**Proposed: Cllr B Nicholson**  
**Seconded: Cllr J Marsh**  
**All in favour.**
- HG195/21 Correspondence**  
i) Allotments parking – for consideration  
An email had been received from the Bishop’s Waltham Gardening Club to notify the Parish Council that land which had previously been used by them for car parking, was no longer available due to work on the adjacent new housing estate. The allotment holders requested that the Parish Council consider providing an area of parking for their use. The Committee agreed to undertake a site visit to examine the feasibility of providing parking. **ACTION: Cllr Nicholson**  
It was requested that any agreement involving the property developer currently working at this location, be put in writing.

It was agreed that Winchester Planning be invited to the site visit.

**ACTION: Clerk**

ii) Cricket club – drainage and outfield maintenance – *for consideration*.

An email had been received from Bishop's Waltham Cricket Club raising concerns about drainage at the site and about a hole in a fence. A request had also been made for some assistance from the Parish Council with maintenance of the club's outfield. The Senior Groundsman reported that the Parish Council do not own the equipment that would be required to undertake many of the maintenance tasks specified in the correspondence. The Committee agreed to undertake a site visit to discuss drainage issues, inspect the fence and discuss the maintenance request.

**ACTION: Cllr Nicholson, Cllr Webb, Snr Groundsman, Clerk**

iii) Hoe Road car park sign — *for consideration*.

An email had been received from a hirer of Hoe Road Pavilion asking for permission to put up signs in the car park to deter engine idling. The Committee had no objections to the addition of signs but requested more information about the size and design of the signs and their placement within the car park.

**ACTION: Halls Manager**

**HG196/21**

**Request for Future Agenda Items**

Provision of recycling bin for hall users

Football pitch usage

Priory Park play park – Resurfacing around entrance gate

**HG197/21**

**Date of next meeting – Tuesday 15<sup>th</sup> February 2022**

**HG198/21**

**Motion for Confidential Business – *for consideration***

**On completion of the above business the following motion will be moved:**

**'That in view of the Confidential nature of the business about to be transacted involving Commercially Sensitive Business, and possible legal 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'.**

**HG199/21**

**Dynamos Licence update – *for consideration***

Confirmation had been received from Dynamos regarding the start and finish dates for the 2022/23 and 2023/24 seasons.

**Resolved: To recommend the licence and charges to the Finance, Policy & Resources Committee with the addition of the season dates approved by Dynamos football club.** **ACTION: Clerk**

**Proposed: Cllr B Nicholson**

**Seconded: Cllr M Pavey**

**All in favour.**

**HG200/21**

**Halls CCTV upgrade quotations – *for consideration***

The Committee discussed the quotes received from three contractors. The Halls Manager's recommendations were taken into consideration.

**Resolved: To appoint Forward Control to carry out the CCTV upgrade at the Priory Park at a cost of £2,048 + VAT, (as budgeted for 2021-22 to a total cost of £5,000).** **ACTION: Halls Manager**

**Proposed: Cllr B Nicholson**

**Seconded: Cllr M Pavey**

**All in favour.**

**HG201/21**

**Badminton nets – *for consideration***

**Resolved: To proceed with the purchase of the badminton nets for the Jubilee Hall at the approximate cost £551.76 (excluding VAT).**

**Proposed: Cllr J Marsh**

**Seconded: Cllr P Wilson**

**All in favour.**

**ACTION: Halls Manager**

There being no further business the meeting closed at 8.49pm.