



BISHOP'S WALTHAM PARISH COUNCIL
Minutes of the Meeting of the Parish Council
held on Tuesday 8th February 2022 at The Jubilee Hall
commencing at 7pm.

Present:

Cllr T Wilson	Chairman
Cllr Marsh	Vice Chairman
Cllr Ford	
Cllr Jelf	
Cllr Jones	
Cllr Latham	
Cllr Pavey	
Cllr Nicholson	
Cllr Webb	
Cllr Westcombe	
Cllr Williams	
Cllr P Wilson	
Cllr Wood	

Cllr Miller – Winchester City Council

In attendance: Mrs McKenzie – Executive Officer
Mrs Wilkinson – Administration Officer

Members of the public: 0

21:281 To receive and accept apologies for non-attendance.

Cllr D Iro – indisposed

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

Proposed: Cllr Marsh

Seconded: Cllr Pavey

All in favour.

Apologies also received from Cllr Humby - HCC, Cllr Kurn and Cllr McLean – WCC.

21:282 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.

None relating to the business of the meeting.

21:283 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.

None relating to the business of the meeting.

21:284 Declaration of Interest – Acknowledgement – for information only

Noted the importance thereof and as a reminder to all councillors.

21:285 Public Session - for information only.

Explanation given to new councillors of the role of the Public Session

Query raised over the future of Community and Environment Committee and if committees may be restructured. The Chairman stated that there were no plans to make any changes at present.

The Chairman asked for volunteers to carry out the annual asset register check. A note was made of volunteers to draw from for this checking process, which was due to be carried out before the end of March.

ACTION: To confirm councillors to carry out asset register check and on which dates **ACTION: EO**

21:286 Approval of the minutes of the meeting 11th January 2022

Resolved: to approve the minutes of the meeting 11th January 2022

Proposed: Cllr Marsh

Seconded: Cllr Nicholson
All in favour that were present at the meeting.

21:287 To receive the report from the County Council and District Council Representatives.

Cllr Miller commented/reported on the following:

- Bin stores - chasing portfolio holder to pursue this project, to be linked with car park storage, and ensure a paper was presented regarding this matter
- Recycling bins hoped to be placed next to waste bins in high streets
- Enforcement cases being reported to PCs noted as only WCC, not SDNP, and the final 3 columns were missing, one of which was the status column - felt to be very useful for information. It was noted that the Clerk to the Planning & Highways Committee was pursuing this information.
- Flooding – houses in Sycamore Road and Claylands Road were being focused on.
- A query was raised by a parish councillor regarding two Biffa bins now situated in the central car park - confirmed as not WCC, and land belongs to WCC, so bins not authorised to be there.

ACTION: Contact Biffa to confirm who has rented bins/ask for removal ACTION: EO

A summary of Cllr Humby report was given:

- HWRC booking system to remain in place
- Encourage all to report issues arising online as most efficient way to contact council services

21:288 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 Jones

Seconded: Cllr Jelf

All in favour

21:289 Actions arising from the minutes of the meeting of 11th January 2022 - for information only

Parcels of land - update given on Langton Road sale; RL queried how PC reassuring residents, JW replied that letter sent to all neighbouring properties and this had been reassuring and appreciated.

Drainage visit due 10.2.22 WCC, Bargate, BWPC

Transfer due to be signed imminently

JH signage - JW gave update. RL felt signage useful to indicate EVCP on site. Agreed good idea to

add. **ACTION: P&H to consider signage from outside JH towards car park ACTION: P&H clerk**

21:290 To receive current financial statement and balance sheet

1088 - EVCP - clarity on income requested from SAA/F

1089 - Car park - as above

reminder that much of infrastructure in car park had been on acting on contractor and WCC recommendations. Now to be reviewed as fit for purpose for council in 2022 and beyond.

Our EVCP noted as slow (7 vs 22 in main car park), more expensive, less easy to use, also has set up cost and overstay charge.

Met with EV supplier 20.1.22 - report due at next F,P&R meeting

Contracts being monitored by SAA and information would be presented to F,P&R and onto H&G in April 2022.

Review of phone contracts in progress. Contracts terminated for BT mobile and landline. New contracts being considered with quotations due to be presented to F,P&R.

Resolved: to receive current financial statement and balance sheet

Proposed: Cllr Ford

Seconded: Cllr Latham

All in favour

21:291 Planning Applications: To ratify the recommendations made by the Planning & Highways Committee

The Chairman outlined the cases considered. A large number of tree related applications noted. Chairman noted that any such cases were referred to the WCC arboricultural consultant.

Resolved: To ratify the planning application recommendations made by the Planning & Highways Committee

Proposed: Cllr Nicholson
Seconded: Cllr Marsh
All in favour

21:292 Appointment of Cllr Latham and Cllr Williams to Standing Committees – for approval
The choice of committees was noted.

Resolved: To approve the Appointment of Cllr Latham and Cllr Williams to Standing Committees as tabled
Proposed Cllr Jelf
Seconded: Cllr Pavey
All in favour

21:293 Recommendations from the Finance, Policy and Resources Committee – for consideration
i) Carnival Licence and Rates

Carnival licence same as 2019; checked for 2022
Organisers state no use of toilets requested
Rates checked and increased as per CPI

Resolved: To approve the Carnival Licence and Rates as tabled.
Proposed: Cllr Nicholson
Seconded: Cllr Marsh
All in favour

ii) Dynamos Licence

Discussions duly considered in detail. Dates confirmed for three-year licence.
It was commented that the Seniors 1st team has recently disbanded but the Clerk and Chairman of the Halls and Grounds Committee confirmed that the club still wanted current licence to continue until May 2022 as planned.
A councillor noted that this year's fees had been negotiated in line with Dynamo's budget plan and it had been agreed to request accounts for perusal and monitor play during this season to ensure assessment considered annually ahead of licence confirmation each season.

Resolved: To approve the Dynamos Licence as tabled, with note of pre-season meeting with review of accounts in June 2022
Proposed: Cllr Nicholson
Seconded: Cllr P Wilson
9 in favour, 4 abstentions

21:294 Parish Council Tree Warden – for consideration

The Council were pleased that a volunteer for this role had been found. It was clarified this was an advisory role only, the terms of reference were to be referred to and no action should be taken by the Tree Warden unless agreed to/approved by the Planning and Highways Committee. The new Tree Warden was to be invited to meet the full Parish Council and attend a council meeting to introduce herself to all. Suitable training should be offered to enable additional experience/ qualifications. The council recognised the value of this role as a volunteer to help the parish council and all the residents of the town.

Resolved: To ratify the appointment of Mrs Grover as the Parish Council Tree Warden
Proposed: Cllr Wood
Seconded: Cllr Jones
12 in favour, 1 abstention

21:295 SHEELA sites – Report from the Working Group – for consideration

Cllr Wood presented the paper as Chairman of the Planning & Highways Committee.

- Hope for only 50 houses to be allocated to BW by WCC as per current plans
- Careful consideration for site usage reviewed (i.e. land for tree planting)

- Radial focus on housing around town centre to avoid ribbon effect.
- 3 proposed sites explained. Site selection experiences of 2017 were noted. The Chair of P&H reiterated that allocation would come from WCC and then a public consultation would be held to survey opinions on sites suggested.

Resolved: To ratify the recommendation of the Planning and Highways Committee in relation to the SHEELA priority sites (as tabled)

Proposed Cllr Wood

Seconded: Cllr Jones

All in favour

21:296 Correspondence – Review of Winchester District Markets – for consideration

The letter was considered as a review of markets in four towns in the area of which Bishop's Waltham is one. It was agreed that involvement as a stakeholder was important.

Resolved: To refer to the Community and Environment Committee for further action

Proposed: Cllr T Wilson TW

Seconded: Cllr E Jelf

All in favour

21:297 Councillors' Surgeries.

i) To report on surgery held 29.1.22

- Noted as quiet day.
- Ridgemedes traffic noted by Chair of P&H Committee as being addressed by WCC traffic team with new signage being considered. Lack of enforcement a concern.
- Shore Lane double yellow lines to be reviewed and discussed at P&H Committee meeting.

The Executive Officer explained that a new action sheet had been created for queries to be addressed and answers fed back via social media/website as appropriate.

ii) To confirm the Councillors attending on 25.2.22.

Cllr Iro and Cllr Marsh to attend.

Councillors volunteering for March surgery noted as Cllr Jelf, Cllr Williams and Cllr Wood.

21:298 Chairman's report - for information only

Noted.

21:299 Requests for future agenda items - for information only

None at this time.

21:300 Date of next meeting - Tuesday 8th March 2022.

Noted.

21:301 Motion for confidential business:

The following motion will be moved on the completion of the above business:

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.

Cllr Miller and the Administration Officer left the room.

21:302 Staffing Matters - for consideration

i) Administration Officer – probationary period sign off, pay increase and objectives for early 2022

The councillors were complimentary of the skills and approach of the new Administration Officer in role.

Resolved: To ratify the recommendation of the F,P&R Committee to sign off the probationary period for Mrs Wilkinson, Administration Officer, approve the pay increase of 2 spine points to SP11 and note the role objectives for early 2022

Proposed: Cllr T Wilson

Seconded: Cllr Pavey

All in favour

ii) Temporary Contract for Administration Assistant

The Executive Officer explained how the temporary cover was much appreciated by the Parish Council office team. It was queried if funds were allocated for such employment cover which was confirmed as being drawn from general reserves when necessary.

Resolved: To ratify the recommendation of the F,P&R Committee to approve the temporary contract for Mrs Mar-Molinero and continue for two further weeks until 18.2.22 and review fortnightly thereafter.

Proposed: Cllr T Wilson

Seconded: Cllr Jelf

All in favour

The Administration Officer returned to the room.

21:303 Finance Matters – Water Supply Contracts – Action Recommended from Finance, Policy and Resources Committee – Paper from the Finance, Policy and Resources Committee Chairman – for consideration

It was noted that there had been a dispute ongoing with Castle Water for some time. The RFO had confirmed that the transfer of water supply from Castle Water to Business Stream was now in progress. The management of this utility supply was now to move to the Halls Manager, as with the electricity and gas supplies earlier, as agreed in June 2021.

Resolved: With immediate effect:-

i) To write off any debt

ii) To cease all dealings with Castle Water with no further action to be taken against them

iii) To confirm the transfer of water supply contract from Castle Water to Business Stream

Proposed: Cllr T Wilson

Seconded: Cllr Jones

All in favour

There being no other business the meeting ended at 8:50pm