



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

Present:

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

Cllr McLean – Winchester City Council

In attendance: Mrs McKenzie – Executive Officer

Members of the public: 0

21:304 To receive and accept apologies for non-attendance.

All present.

Apologies also received from Cllr Humby - HCC, Cllr Kurn and Cllr Miller – WCC and Mrs Wilkinson, Administration Officer.

21:305 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.

None relating to the business of the meeting.

21:306 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.

Cllr Jelf – Agenda Item 11iv.

21:307 Public Session - for information only

Cllr McLean mentioned a number of fallen trees around the North Pond following Storm Eunice. A lot of cut back and clearance was being undertaken. Three trees were due to be fell due to ash die back. Swan issues noted.

The Executive Officer provided an update on the water pipe survey.

It was queried if HCC or WCC were leading on how to support the Ukraine, but it was noted as very low key and no guidance had been offered as yet. It was highlighted that, locally, the Rotary Club were collecting funds for this cause and the Junior School had been a designated base for collections.

ACTION: Letter of thanks to be sent to the Junior School

ACTION: EO

21:308 Approval of the minutes of the meeting 8th February 2022

Resolved: to approve the minutes of the meeting 8th February 2022

Proposed: Cllr P Wilson

Seconded: Cllr Jones

All in favour that were present at the meeting.

21:309 To receive the report from the County Council and District Council Representatives.

Cllr McLean commented/reported on the following:

- Lack of communications between WCC to parish councils noted – especially with key consultation periods needed on the Local Plan updates and Ukraine support.
ACTION: Chairman to write officially to WCC to ensure regular updates provided
- Hampshire Highways and WCC had responded to storm concerns proactively.
- Covid cases seemingly highest in schools now where children were unvaccinated.
- It was queried how rules on roadside household bins were enforced. A reply was given to note any cases of concern and report them to WCC.
- Grant applications had been recently discussed and outcomes were due to be reported soon.
- Meeting dates noted: 16th March – Parish & Town Council Event by South Downs National Park; 17th March - Parish & Town Council Event by HCC

ACTION: EO/TW

21:310 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 Westcombe

Seconded: Cllr Marsh

All in favour

21:311 Actions arising from the minutes of the meeting of 8th February 2022 - for information only

- WCC reported that Biffa were removing the unauthorised bins from central car park
- Date extended to review the query over parcels of land by the Planning & Highways Committee
- Date extended to liaise with the PCC over traffic issues
- Asset Register Check due to be undertaken 9.3.22. The eight councillors who volunteered to do this task were thanked. If more than two councillors were needed for the task, then further assistance would be sought from this group.
- It was noted that the Speedwatch group had met prior to this meeting and had a good number of volunteers to run the activities. Further publicity would follow.
- The Chairman reminded all councillors that actions should always have a considered date for completion set.

21:312 To receive current financial statement and balance sheet

Points considered:-

- No budget noted for mobile phones. This was explained as one budget set for phones and now split into landline and mobile phones.
- Salaries now split into 'Basic' for permanent staff and 'Temporary' for temporary staff
- Pay award due to be implemented at 1.75% by end of March so will affect salary figures next month.
- Spend on arboriculture work would be seen following storm damage and clearance
- Further spend on updating IT Office Equipment suggested as budget available
- Car park income required regular monitoring at the end of each month
- Funds for work on the Telephone Kiosk project were noted to be as a planned recommendation from CEC to F,P&R for consideration.
- The Chairman reminded all councillors to monitor the capital control report and encouraged planned spending throughout the year

Resolved: to receive current financial statement and balance sheet

Proposed: Cllr Nicholson

Seconded: Cllr Jones

All in favour

21:313 Covid 19 Financial Impact Report – Paper by the Chairman – for information

The Chairman presented the paper explaining that this was an overview to monitor gains and losses over the covid period.

21:314 Recommendations from the Finance, Policy and Resources Committee – for approval

i) Annual Review of Financial Regulations

Resolved: To approve the updated Financial Regulations

Proposed: Cllr P Wilson

Seconded: Cllr Nicholson

All in favour

ACTION: EO/Staff

ii) Annual Review of Financial Risk Assessment

Resolved: To approve the updated Financial Risk Assessment

Proposed: Cllr Nicholson

Seconded: Cllr P Wilson

All in favour

ACTION: EO/Staff

iii) Annual Review of Earmarked Reserves

The CIL funding was discussed, and processes clarified.

Resolved: To approve the transfer of earmarked reserves as tabled

Proposed: Cllr Nicholson

Seconded: Cllr P Webb

All in favour

ACTION: RFO

iv) Mobile Dental Unit Agreement

The Chairman explained the agreement to new councillors.

Resolved: To approve the Mobile Dental Unit Agreement as tabled

Proposed: Cllr Wood

Seconded: Cllr Pavey

13 in favour, 1 abstention

v) Mobile Phone Contract

It was clarified that the contract did have a warranty.

Resolved: To approve the mobile phone contract with Digi Toolbox (O2) at a cost of £4,160.66 over 24 months

Proposed: Cllr P Wilson

Seconded: Cllr Pavey

All in favour

vi) Deed of Access Policy and Document

Examples of incursions were given and the subsequent need for this policy highlighted.

Resolved: To approve the Deed of Access Policy and Related Document

Proposed: Cllr P Wilson

Seconded: Cllr Nicholson

All in favour

21:315 Planning Applications: To ratify the recommendations made by the Planning & Highways Committee

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

Proposed: Cllr Nicholson

Seconded: Cllr P Wilson

All in favour

21:316 Planning Application Update: Abbey Mill Site – for information

The Chairman of Planning and Highways Committee presented an update on this planning application. Very few changes had been made and no further comments were necessary. The original comments were still relevant, and a reply had been made to reiterate the need for a pedestrian crossing on Station Road. Further discussion followed regarding the site and relevant additional infrastructure it would require.

21:317 Public Open Space at Albany Farm (Bishop's Meadow) – Site Visit Report from the Working Group – for consideration

The report was noted. The importance of the reinstatement of the fence between the open space and cricket ground was highlighted. The balancing pond was noted as a concern and the developer would be asked to ensure all appropriate health and safety measures taken and a management plan for the plan in place before transfer considered.

21:318 Southampton to London Pipeline Project – for information

Correspondence noted.

21:319 2023 Boundary Review Consultation – for consideration

Cllr Wood and Cllr Williams explained the status of the review so far.

It was noted that the Parish Council would have no comment to make with regard to this consultation due to its historic and ongoing links with Winchester.

Resolved: To respond to the consultation with a 'no comment' reply

Proposed: Cllr Wood

Seconded: Cllr Ford

All in favour

ACTION: Cllr Williams

21:320 Parish Council Events – for consideration

- i) Clean Up BW – all councillors were invited to attend and support this biannual event
- ii) Annual Meeting of the Parish – all councillors were expected to attend and answer queries from residents. Rehearsals dates were noted. The theme name was agreed to be changed to 'Shaping the Future'.
- iii) Queen's Jubilee Street Party - Funding was now available from WCC which CEC could apply for to help cover costs of the event.

21:321 Hampshire County Council Survey on Adult Services and the Homeless – Paper from the Clerk to the Community and Environment Committee – for consideration

The survey was noted. Disappointment was expressed at the cuts planned.

Survey to be completed on behalf of Council, but also as individuals, and link made to survey on social media for residents to respond to.

ACTION: Survey to be completed and letter to HCC to be written

ACTION: EO/TW

21:322 Councillors' Surgeries.

i) To report on surgery held 25.2.22

- Noted as quiet day.
- Positive feedback regarding the council received
- Cllr Kurn joined the stand and was investigating a residents permit parking scheme

It was noted that many surgeries were quiet, and it was requested that the Community & Environment Committee consider the location, dates and timings of such surgeries and report back with any further suggestion to enhance this valuable interaction with the community. **ACTION: CEC**

ii) To confirm the Councillors attending on 26.3.22.

Cllr Jelf, Cllr Williams and Cllr Wood to attend.

21:323 Chairman's report - for information only

Noted.

21:324 Requests for future agenda items - for information only

None at this time.

21:325 Date of next meeting - Tuesday 12th April 2022.

Noted.

21:326 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.

21:327 Staffing Matters - for consideration

The recommendations from the Finance, Policy and Resources Committee were noted.

Resolved:

i) To approve the CSO role is placed on the pay scale at Spinal Point 19

ii) To recommend that two employees have their hourly rate increased as tabled, to be in line with the National Living Wage, as of 1.4.22

iii) To note that the agreed pay award has now been published as 1.75% for the period 2021-22

Proposed: Cllr T Wilson

Seconded: Cllr Jones

All in favour

ACTION: RFO

There being no other business the meeting ended at 9.25pm