



**Bishop's Waltham Parish Council**  
**Minutes of the meeting of the Parish Council Halls & Grounds Committee**  
**held at the Jubilee Hall on Tuesday 15<sup>th</sup> March 2022 at 7.00pm**



**Present:**

Cllr B Nicholson	Chairman
Cllr A Webb	Vice Chairman
Cllr R Latham	
Cllr J Marsh	
Cllr M Pavey	
Cllr P Wilson	
Cllr T Wilson	

**In Attendance:** Mrs C Wilkinson Clerk to the Committee

**Members of the Public:** 2

**HG228/21 To receive and accept apologies for non-attendance.**

It was noted that Mr T Veck, the Senior Groundsman and Mr M Wanstall, Halls Manager had offered their apologies for non-attendance at this meeting due to family commitments.

**Resolved: To accept apologies for non-attendance.**

**Proposed: Cllr J Marsh**

**Seconded: Cllr M Pavey**

**All in favour.**

**HG229/21 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**

None relating to the business of the meeting.

**HG230/21 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.

**HG231/21 To approve the minutes from the meeting of the Halls & Grounds Committee – 15<sup>th</sup> March 2022**

**Resolved: To approve the minutes of the Halls & Grounds Committee – 15<sup>th</sup> March 2022**

**Proposed: Cllr J Marsh**

**Seconded: Cllr R Latham**

**All in favour.**

**HG232/21 Public Session**

The members of the public present reported that they were aware that the Parish Council was considering undertaking work on the allotments site to alleviate flooding risk to the Cricket Club. As allotment holders they wished the Committee to be aware that a risk of routing more surface run off through a ditch on the allotments ground, would be that some of the allotments ground might become waterlogged. In addition, if the ditch adjacent to the hedgerow near the shed were to be opened, this would present a health and safety risk for those gaining access to the accessible raised beds and other people needing to bring vehicles onto the site. The residents reported that they had spoken to Crest Nicholson who were currently working on the neighbouring development site. Crest Nicholson had commented to them that there would be sufficient drainage measures in place to handle the surface run off from the development. The ditch between the allotments and the new Bishop's Meadow site was reported not to have been maintained for some time and the residents were concerned about whether this ditch would be able to handle any additional water being routed into it.

The Chairman replied that several measures to alleviate flood risk were being considered. No action was imminent, and that Bishop's Waltham Gardening Club would be consulted regarding any proposed work.

The residents also expressed an interest in the Southern Footpath project. The residents were interested in the water quality of water that had been observed as flowing onto the footpath adjacent to the Tangier Gardens development.

A councillor requester a review of the status of some land currently leased by the Parish Council; this would be considered for inclusion in a future agenda.

Waste management from the Jubilee Halls was discussed briefly, it was agreed that this information would be more appropriate for presentation to the Finance Policy and Resources Committee for inclusion in their discussions regarding the provision of a recycling bin.

Following reading the booking conditions for hall hirers, a Councillor noted that there was a lack of information regarding the ability to book a Caretaker Clean. The Councillor intended to review this document further.

The Developer of the Bishop's Meadow site had contacted the Parish Council to confirm that some land at that site would be signed over to the Parish Council in due course. The developer had asked whether the Parish Council wished to make any comments at this time. The Executive had replied briefly to say that the Parish Council would be submitting their comments. This matter would be considered for inclusion in the agenda for the next meeting for further consideration.

The transfer of the land at Montague Road had now been completed and as such was now owned by the Parish Council.

The Bowls Club has had updated the office with details of the emergency access gate planned for installation. The materials were felt to be appropriate.

**HG233/21**

**Actions arising from the meeting of the Halls & Grounds Committee –15<sup>th</sup> February 2022**

Since the papers had been prepared the repairs to the petanque area had been completed. Repairs had also begun on the skittles alley. These were suggested for inclusion in Bishop's Waltham Matters to raise awareness of these facilities. **ACTION: Newsletter Working Group**

**HG234/21**

**Halls Manager's Written Report – for consideration**

Noted.

**HG235/21**

**Senior Groundsman's Written Report – for consideration**

Noted. The Committee wished to thank the Groundsmen for their swift response to the tree damage caused by recent storms.

**HG236/21**

**Financial Position Year to Date – to note current position**

Noted.

**HG237/21**

**Capital Control Report – for consideration**

Noted.

**HG238/21**

**Forward Plan 2019-2023 – for consideration**

The updated document was felt to be effective. A request was made that unbudgeted items be relocated to the end of the document for clarity.

**Resolved: To continue with the updated document for inclusion in the papers for future meetings.**

**Proposed: Cllr A Webb**

**Seconded: Cllr B Nicholson**

**All in favour.**

**HG239/21**

**Facilities Review Update – for information**

It was agreed that an inventory of current facilities and land should be created. Councillor Latham volunteered to assist with the inventory and join the working group. Financial information regarding outgoing related to facilities was also noted as being useful input to the review.

A time was to be confirmed for the upcoming Facilities Review meeting.

**ACTION: Clerk**

- HG240/21 Grant Opportunities – for consideration**  
**Resolved: To revise the Grant Opportunities document to include only information that had changed from the previous month and applications that were in progress, in order to avoid the repetition of a large amount of information.**  
**Proposed: Cllr T Wilson**  
**Seconded: Cllr R Latham**  
**All in favour.** **ACTION: Bookings Clerk**
- HG241/21 Southern Footpath Update – for information**  
The stretch of the footpath to run alongside the allotments site would be installed as part of the second phase of work after the connection over Tangier Lane was available.  
Surface run off from gardens of properties in the Tangier Gardens development onto existing footpath had been observed.  
The recent meeting with landowners and upcoming meeting with Crest Nicholson were discussed.
- HG242/21 Storm Damage Report - for consideration**  
The communication from the Parish Council's insurer to inform the Council that they had no liability for the damage was noted.  
**Resolved: To contact the two residents whose property had experienced accidental storm damage by Parish Council owned trees to inform them that the Parish Council were able to contribute up to £100 to the necessary repairs to their property upon the supply of an invoice or receipt for materials.**  
**Proposed: Cllr A Webb**  
**Seconded: Cllr M Pavey**  
**All in favour.** **ACTION: Clerk**
- HG243/21 Tennis Court Management – Annual Report from Active Academy – for information**  
The Committee wished to thank Active Academy for the report which was read with much interest. **ACTION: Clerk**  
  
The Committee noted the information about required maintenance and were informed that the Groundsmen would be undertaking the moss-killing as soon as weather conditions allowed.  
A noise issue that had been reported by a nearby resident was to be raised with Active Academy. **ACTION: Clerk**
- HG244/21 Correspondence – Easter Football Project – for information**  
The Committee wish to thank Winchester City Council for their communication giving notice of their intention to use the public space at Priory Park for the football project. The toilet facilities at Priory Park were to be made available as on previous occasions. **ACTION: Clerk**
- HG245/21 Request for Future Agenda Items**  
Hall Bookings conditions  
Review of status of land leased by the Parish Council  
Comments on land at Bishop's Meadow to be transferred to Parish Council ownership
- HG246/21 Date of next meeting – Tuesday 19<sup>th</sup> April 2022**
- HG247/21 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'.**
- HG248/21 Jubilee Hall Intruder Alarm - for consideration**  
In light of difficulties experienced with the contractor that was originally appointed, the alternative quotations were considered.  
**Resolved: To seek additional quotations for suggested improvements to the intruder alarm at the Jubilee Hall.**  
**Proposed: Cllr T Wilson**  
**Seconded: Cllr P Wilson**  
**All in favour.**

There being no further business the meeting closed at 9.09pm.