



*E. Jelf*  
22-8-22

**Bishop's Waltham Parish Council  
Minutes of the Meeting of the Parish Council  
Community and Environment Committee  
held at The Jubilee Hall on Monday 25<sup>th</sup> July 2022 at 7:00pm**

**Present** Cllr E Jelf Chairman  
Cllr R Latham Vice Chairman  
Cllr J Marsh  
Cllr P Wilson  
Cllr J Wood

**In attendance:** C Wilkinson Clerk to the Committee

**Members of the public:** 2

**CE046/22 To receive and accept apologies for non-attendance.**  
Councillor Iro – family commitment  
**Resolved: To accept apologies for non-attendance.**  
**Proposed: Cllr E Jelf**  
**Seconded: Cllr J Marsh**  
**All in favour.**

**CE047/22 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**  
None relating to the business of the meeting.

**CE048/22 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.

**CE049/22 Public Session**  
A member of the public raised their concerns regarding succession planning for the various community groups who organise community events. They acknowledged that the organisation of these events could be a daunting task. The member of the public offered to run a series of seminars covering elements of event planning such as risk assessments and budgeting. They also suggested that a repository of resources be created and suggested that the Parish Council would be logical custodians of the documentation and information. A discussion followed regarding the challenge of attracting new volunteers to contribute on an ongoing basis to community groups. A meeting was to be held discuss next steps. **ACTION: Clerk**

The team who organised the recent Henry VIII event had enquired as to whether the Parish Council would like to have the Tudor games used at the event.

The Chairman asked the Committee whether the matter of delivering the newsletter, Bishop's Waltham Matters in an electronic format had been discussed before. This idea was agreed to be considered further as a future agenda item.

Regrettably, the closure of the last remaining bank in Bishop's Waltham had recently been announced and was planned for January 2023.

A meeting had been held with a representative of The Litter Partnership. A request had been made for some volunteers from the Parish Council to assist in a litter pick on one of the approach roads to the town with a view to considering whether this type of activity could be undertaken as a regular event. It was agreed that volunteers be sought. **ACTION: Clerk**



28-8-22

- CE050/22** To approve the minutes from the meeting of 27<sup>th</sup> June 2022  
**Resolved:** To approve the minutes of the meeting of 27<sup>th</sup> June 2022.  
**Proposed:** Cllr J Marsh  
**Seconded:** Cllr J Wood  
**All in favour.**
- CE051/22** **Actions arising from the meeting of the Community & Environment Committee – 27<sup>th</sup> June 2022**  
A positive response had been received from the Waltham Chase Repair Café to the request for permission to promote their organisation on the Parish Council's social media.  
  
Councillor Wood had attended the recent opening of a local social care business and had found the visit very informative. It was agreed that an email be sent to the business, and similar organisations, to inform them of the Parish Council's recent discussion of the Dementia-Friendly Communities Guide, with a view to facilitating communication with relevant groups. **ACTION: Clerk**
- CE052/22** **Financial position year to date**  
Standing orders were to be checked regarding budgetary responsibility for the CSO. **ACTION: Clerk**
- CE053/22** **Forward Plan 2019-2023 - for information**  
It was noted that the consideration raised in the public session, regarding succession planning, related to item 12.6.2 of the plan.  
  
Information regarding the bus service reductions was to be circulated to committee members. **ACTION: Clerk**
- CE054/22** **Grant Opportunities – for consideration**  
Noted.
- CE055/22** **Village of the Year Awards - for consideration**  
**Resolved:** To arrange a meeting with the Town Team to organise the tour that will take place prior to the awards ceremony. Councillors Jelf and Marsh to represent the Parish Council.  
**Proposed:** Cllr J Marsh  
**Seconded:** Cllr P Wilson.  
**All in favour.** **ACTION: Clerk**  
  
At this point, one of the members of the public left the meeting.
- CE056/22** **Environmental Event – for consideration**  
It was suggested that The Litter Partnership and Twenty is Plenty be invited to have a stall.  
**Resolved:** To call the event the Eco Event and for the event to be open from 11.30am until 4pm.  
**Proposed:** Cllr R Latham  
**Seconded:** Cllr P Wilson  
**All in favour.**
- CE057/22** **BWACO Thank you event – for consideration**  
It was agreed that the invitation to community organisations should invite members of the organisations and attendance should not be restricted to a set number of representatives.  
**Resolved:** To proceed with the organisation of the event as outlined, to be held on Friday the 16<sup>th</sup> September.  
**Proposed:** Cllr E Jelf  
**Seconded:** Cllr J Marsh  
**All in favour.** **ACTION: Clerk**
- CE058/22** **Remembrance events – for consideration**  
**Resolved:**  
i) To submit the road closure application for the Remembrance Sunday Parade.  
ii) To proceed with the organisation of the Remembrance events as outlined.  
**Proposed:** Cllr E Jelf  
**Seconded:** Cllr J Marsh  
**All in favour.** **ACTION: Clerk**

- CE059/22**      **Love Parks – for consideration**  
Noted.
- CE060/22**      **Newsletter Working Group update – for consideration**  
Noted.
- CE061/22**      **Correspondence**
- i)      WeCAN – for consideration**  
It was requested that the information regarding community solar farms be forwarded to the Chairman of the Halls and Grounds.      **ACTION: Clerk**  
Councillor Latham volunteered to attend the training entitled, Playing a Key Role in Creating Green and Resilient Communities.
- ii)      Vocaleyes – for consideration**  
It was noted that an alternative organisation exists with an almost identical name. The Committee considered the suggestion and noted that it might be of use in the future, particularly as a means of consulting residents about specific projects.
- iii)      Police Race Action Plan – for consideration**  
It was suggested that Councillor Iro be asked for his input into the survey response.  
**Resolved: To authorise Councillor Jelf and the Clerk to complete the survey on behalf of the Parish Council.**  
**Proposed: Cllr J Marsh**  
**Seconded: Cllr J Wood**  
**All in favour.**      **ACTION: Cllr Jelf / Clerk**
- CE062/22**      **Councillors' Reports**
- i)      North Pond Conservation Group – for information**  
Noted.
- ii)      Town Team – for information**  
Noted. The minutes for the meeting were to be requested and distributed to the committee members.      **ACTION: Clerk**
- CE063/22**      **Chairman's report – for information**  
Noted.
- CE064/22**      **Requests for future agenda items – for information only**  
Event Planning Seminars  
e-Newsletter  
Election of new member of the Newsletter Working Group
- CE065/22**      **Date of next meeting – 22<sup>nd</sup> August 2022**  
Noted.

The meeting closed at 20.43 pm.