



BISHOP'S WALTHAM PARISH COUNCIL
Minutes of the Meeting of the Parish Council
held on Tuesday 17th January 2023 at The Jubilee Hall
commencing at 7pm

Present:

Cllr Marsh	Chairman
Cllr Conduct	
Cllr Ford	
Cllr Iro	Vice Chairman
Cllr Jelf	
Cllr Latham	
Cllr Nicholson	
Cllr Stallard	
Cllr Webb	
Cllr Williams	
Cllr Wilson	
Cllr Wood	

In attendance:

Mrs McKenzie – Executive Officer

Cllr S Miller – Winchester City Council

Members of the public: 0

PC179/22 To receive and accept apologies for non-attendance

Cllr Jones – work commitment

Cllr Pavey – indisposed

Resolved: to accept apologies for non-attendance

Proposed: Cllr Wood

Seconded: Cllr Latham

All in favour

Apologies were received from Cllr Humby (HCC).

PC180/22 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.

None relating to the business of the meeting.

PC181/22 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.

None relating to the business of the meeting.

PC182/22 Public Session

Briefing on Grant Applications attended. CIL project funding to be applied for as an action for Cllr Jelf from the Finance, Policy and Resources Committee.

It was noted that the Electric Charging Points had not been working since December and an update requested at the next Halls and Grounds Committee meeting. It was stated that an engineer had been called but no solution found as yet.

The response to the Winter Warmer room was recorded as low so far. Comparisons were drawn with the church venues and another local community room, and a decision made to keep the room open, with increased publicity wherever possible, and continue to monitor usage.

An update was given on the public toilets which had been closed over Christmas due to plumbing issues but had reopened in the second week of January. Refurbishment was being considered by Winchester City Council.

Plans for new locations for commercial bins in the town car parks were being progressed.

PC183/22 To receive the report from the County Council and District Council Representatives.

Cllr Miller covered the following points:-

A report had been written on the central car park toilets which was due to be presented to Cabinet

J. Marsh 14.2.23

in February/March.

Lights were noted as still not working on the North Pond Bridge but this had been reported to Winchester City Council and they were aware of the remedial work required.

'Pride in Place' initiative would focus on car parking signage for Bishop's Waltham and also new car parking machines due in 2024/25.

A notice of sale for an Asset of Community Value had been published, 17.1.23, which was duly noted for action.

The Executive Officer highlighted the demand on the bottle bank with an additional collection time or additional bin under consideration. A hall hirer had noted the noise created at the site on occasion.

It was also stated that photo ID would be required at the May Elections, which was a change to previous years, so reminders would be publicised to residents about this in the months leading up to the elections, which the Parish Council would also action.

Cllr Miller left the meeting at this point.

PC184/22 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 Wood

Seconded: Cllr Conduct

All in favour

PC185/22 Approval of the minutes of the meeting 13th December 2022

Resolved: to approve the minutes of the meeting 13th December 2022

Proposed: Cllr Conduct

Seconded: Cllr Jelf

All in favour

PC186/22 Actions arising from the minutes of the meeting 13th December 2022

Noted.

The Police Commissioner had provided a reply so this action was now noted as complete.

The funding on the toilets had been requested many times without reply so, as a formal meeting was due regarding this matter, the previous action was noted as complete.

The fixed penalty fines action was discussed and noted as complete. Parish Council did have powers to issue fines but had to have the relevant trained person, authorised by Hampshire Constabulary, to issue such. This would be further considered for the CSO role by the F,P&R Committee in due course.

The webpage link for a free mental health awareness course had been circulated and noted as complete.

PC187/22 To receive current financial statement and balance sheet

Projects were noted for CIL funding spend.

Resolved: to receive current financial statement and balance sheet

Proposed: Cllr Iro

Seconded: Cllr Ford

All in favour

PC188/22 Parish Council Budget and Precept for 2023-2024

It was noted that this information would be presented to residents within the next newsletter and at the Annual Meeting of the Parish.

Resolved:

i) To approve the estimated expenditure for 2023-2024 of £1,124,520.00

ii) To approve the precept requirement for 2023-2024 of £532,213.00

Proposed Cllr Nicholson

Seconded: Cllr Conduct

All in favour

ACTION: To inform Winchester City Council of the Precept Request for 2023-2024 ACTION: Exec Officer

J. Marshall 14.2.23

PC189/22 Standing Committees – Membership and Appointments

A discussion followed on the standing orders relating to standing committee membership.

Resolved:

i) To change wording in section 4d as below:-

'Elected councillors will be required to sit on at least two Standing Committees...'

All Chairmen/Chairs, or in their absence **a delegated representative** of Standing Committees, will also **join sit on** the Finance, Policy and Resources Committee...'

i) To note Cllr Conduct stepping down from appointment to the Halls and Grounds Committee and, instead, being appointed to the Community and Environment Committee

ii) To note Cllr Jelf and Cllr Webb stepping down from the appointment to the Finance, Policy and Resources Committee and delegate related Standing Committee seats to such a representative (and attend as non-Committee member when necessary)

iii) To appoint Cllr Stallard as a member of the Halls and Grounds Committee and also the Finance, Policy and Resources Committee

Proposed: Cllr Ford

Seconded: Cllr Webb

11 in favour, 1 abstention

ACTION: Implement changes to Standing Orders as resolved above

ACTION: Exec Officer

PC190/22 Annual Asset Register Check – Appointment of Working Group

It was suggested that councillors serve two years on this task – to gain experience in the task in the first year and share experience, with a councillor newly appointed to the task, in the second.

Resolved: To appoint Cllr Pavey and Cllr Conduct as the Asset Register Check working group

Proposed: Cllr Marsh

Seconded: Cllr Ford

All in favour

ACTION: To agree dates for working group to undertake asset register check ACTION: Exec Officer

PC191/22 Election Overview

The previous year's schedule was noted as useful until Winchester City Council published the formal schedule for 2023. An election action plan was suggested, especially highlighting the opportunity to join the parish council and remind residents to vote, with the requirement for photo ID to do so.

ACTION: Create materials for election focus

ACTION: Executive Officer

PC192/22 Forthcoming Parish Council Events

The list tabled was noted.

Resolved:

i) To approve the date of the Annual Meeting of the Parish as Wednesday 29th March

ii) To note the dates of forthcoming events in 2023 and support by attending where possible

Proposed: Cllr Conduct

Seconded: Cllr Latham

All in favour

PC193/22 Councillors' Surgeries.

Councillors confirmed as attending on 27.1.23 - Cllr Iro, Cllr Latham, Cllr Nicholson, Cllr Wilson – Country Market/High Street.

Focus to be on forthcoming Elections and the current Facilities Review survey

PC194/22 Chairman's report - for information only

Noted.

PC195/22 Councillors' reports - for information only

Cllr Wood provided an update from Winchester City Council regarding the planned car park signage in the town. This matter has been progressed and would be further discussed at the next Planning and Highways Committee meeting.

PC196/22 Southern Parishes Meeting Minutes 9.1.23 - for information only

The minutes were noted as not yet received, however, Cllr Wood gave a verbal report to highlight issues discussed. New members to the group had been encouraged to discuss common issues such as fly tipping. The value of advice from NALC and HALC was considered. New facilities at Newlands and Owslebury noted.

PC197/22 Requests for future agenda items - for information only

Community Asset

PC198/22 Date of next meeting - Tuesday 14th February 2023

Noted.

PC199/22 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.

PC200/22 Staffing Matters - for consideration

Resolved:

- i) To approve the continuation of the 30 hours per week for the Executive Officer and Senior Administration Assistant (to be reviewed May 2023).
- ii) To approve the probationary period sign off for the Projects Manager.
- iii) To approve the compressed working hours for the Admin Assistant (to be reviewed May 2023).
- iv) To ratify the resolution to offer the role of Community Support Officer to Mr Richard Stoop, subject to satisfactory references and a three-month probationary period.

Proposed: Cllr Marsh

Seconded: Cllr Ford

All in favour

PC201/22 Community Asset Update - for consideration

Recommendation from the Finance, Policy and Resources Committee noted and new information received. Asset now publicised for disposal and further actions to be considered by the Community Asset working group to recommend to the Finance, Policy and Resources Committee.

PC202/22 Financial Matters - Overview - for consideration

Recommendation from the Finance, Policy and Resources Committee noted.

Resolved: To table clear overview of financial planning from the Finance, Policy and Resources Committee at the next Parish Council meeting.

Proposed: Cllr Marsh

Seconded: Cllr Ford

All in favour

PC203/22 Parish Council Open Space - for consideration

Proposal and issues arising discussed. Matter noted as too broad to consider. Paper withdrawn.

There being no other business the meeting ended at 9:08pm

J. Marsh 14.2.23