



**Bishop's Waltham Parish Council**  
**Minutes of the meeting of the Parish Council Halls & Grounds Committee**  
**held at the Jubilee Hall on Tuesday 18<sup>th</sup> April at 7.00pm**

<b>Present:</b>	Cllr B Nicholson	Chairman
	Cllr A Webb	Vice Chairman
	Cllr J Marsh	
	Cllr M Pavey	
	Cllr R Stallard	
	Cllr P Wilson	
<b>In Attendance:</b>	Mr R Thorne	Project Manager
	Mr M Wanstall	Halls Manager
	Mrs C Wilkinson	Administration Officer

- HG318/22**      **To receive and accept apologies for non-attendance.**  
Cllr Latham – Family Commitment  
**Resolved: To accept apologies for non-attendance.**  
**Proposed: Cllr B Nicholson**  
**Seconded: Cllr J Marsh**  
**All in favour.**  
Apologies had also been received from the Senior Groundsman.
- HG319/22**      **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**  
None relating to the business of the meeting.
- HG320/22**      **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.
- HG321/22**      **To approve the minutes from the meeting of the Halls & Grounds Committee – 21<sup>st</sup> March 2023**  
**Resolved: To approve the minutes of the Halls & Grounds Committee – 21<sup>st</sup> March 2023**  
**Proposed: Cllr P Wilson**  
**Seconded: Cllr R Stallard**  
**All in favour.**
- HG322/22**      **Public Session**  
Councillor Webb requested that a car parking sign be installed on Little Shore Lane, to direct drivers into the car park at the Jubilee Hall. **ACTION: Clerk**  
  
Residents had raised the items accompanying the memorial tree at Victoria Road during a discussion with a councillor. It was agreed that the matter be discussed with the family involved to request that the items be removed for fear of damage. **ACTION: Cllr Pavey**  
  
Councillor Wilson reported that a line marking robot was being used in the Swanmore Parish and would potentially be worth investigating for use by the Grounds Team.  
  
Some damage had been incurred at the allotments due to the undergrounds drilling for the new pipe. Southern Water were working with the allotment holders involved to repair the damaged plots.
- HG323/22**      **Actions Arising from the meeting of the Halls & Grounds Committee – 21<sup>st</sup> March 2023**  
A property developer working in the area had agreed in principle to supply some tree trunks to replace the rotted seating in Priory Meadow.

The Southern Footpath Working Group noted that tenders were to be collected relating to the stretch of the Southern Footpath alongside the allotments. By dividing up the footpath into sections, progress can be made as the project budget allows and further progress will be expedited. Quotations would be brought to a future committee meeting for consideration.

- HG324/22 Halls Manager's Written Report** – for information  
Noted. It was anticipated that the heating at the Jubilee Hall would be turned off in mid-May dependent on when overnight temperature had increased adequately.
- HG325/22 Senior Groundsman's Written Report** – for information  
Noted. The Parish Lengthsman had been assisting the Committee during the recent spell of drier weather to undertake some weed killing work.
- HG326/22 Financial Position Year to Date** – to note current position  
Noted.
- HG327/22 Capital Control Report** – for consideration  
Noted.
- HG328/22 Forward Plan 2019-2023** – for information  
Noted.
- HG329/22 Grant Opportunities** – for information  
It was noted that a CIL funding application had been made relating to the decarbonisation of the Jubilee Hall, part of which was the solar panel installation.
- HG330/22 Montague Road Play Area Project Update** – for information  
The drainage design had now been received and quotations for the ground works advised by the design were being sought. One contractor had declined to quote.
- HG331/22 Skatepark Project Update** – for information  
A meeting with consultant who would be undertaking the ecological survey was planned for Thursday 20<sup>th</sup> April. All Councillors were welcome to participate in the meeting if they wished. Councillor Webb offered to attend.
- HG332/22 Skatepark CCTV Proposal** – for consideration
- i) **To task the Project Manager and working group to define the requirements of a CCTV system to cover the new skatepark, play area, main car park and overflow car park.**  
**ACTION: Project Manager/Skatepark Working Group**
  - ii) **To gather quotations for a CCTV to cover the areas listed above.**  
**ACTION: Project Manager/Skatepark Working Group**
  - iii) **To investigate funding options referred to in the minutes of Southern Parishes Meeting, Monday 20<sup>th</sup> March.**  
**ACTION: Project Manager**
- Resolved: To approve the minutes of the Halls & Grounds Committee – 21<sup>st</sup> March 2023**  
**Proposed: Cllr R Stallard**  
**Seconded: Cllr P Wilson**  
**All in favour.**
- HG333/22 Storage Request – Community Resources** – for consideration  
The request was given full consideration, and the halls team reported that regrettably, storage of items owned by the Parish Council was already a challenge.  
**Resolved: To reply to the Bishop's Waltham resident to inform them that the Parish Council currently have insufficient storage space to be able to grant the request.**  
**Proposed: Cllr A Webb**  
**Seconded: Cllr M Pavey**  
**All in favour.** **ACTION: Clerk**
- HG334/22 Request for Future Agenda Items** – for information  
None.

**HG335/22**      **Date of next meeting – Tuesday 23<sup>rd</sup> May 2023**  
Noted.

**HG336/22**      **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'.**

**HG337/22**      **Jubilee Hall Car Park Report - for consideration**  
The poor reliability of the ticketing machines in the Jubilee Hall car park were described by the Halls Manager. Alternative ticketing solutions were to be researched.      **ACTION: Clerk**  
The two electrical vehicle charging points had been unavailable for several weeks. Service providers for high-speed chargers would be investigated.      **ACTION: Halls Manager/Cllr Webb**  
Business rates would be investigated further, and research undertaken into how the rates would be affected if the area of the car park that was chargeable was decreased.      **ACTION: Clerk**  
**Resolved: To gather more information regarding alternative contractors and business rates to facilitate further discussion by the Committee.**  
**Proposed: Cllr B Nicholson**  
**Seconded: Cllr M Pavey**  
**All in favour.**

**HG338/22**      **Trailer Purchase Quotations – for consideration**  
The Committee agreed that ideally an additional trailer would be purchased but noted that this purchase had not been included in the current budget.  
**Resolved:**  
i)      **To investigate the availability of second-hand trailers that would meet the requirements of the Grounds Team.**  
ii)      **To confirm whether the Ifor Williams trailer under consideration had ramps.**  
**Proposed: Cllr B Nicholson**  
**Seconded: Cllr P Wilson**  
**All in favour.**      **ACTION: Snr Groundsman**

There being no further business the meeting closed at 8.47pm.

