



**Bishop's Waltham Parish Council**  
**Minutes of the Meeting of the Parish Council**  
**Community and Environment Committee**  
**held at The Jubilee Hall on Monday 26<sup>th</sup> June 2023 at 7:00pm**

**Present** Cllr T Conduct  
Cllr E Jelf Chairman  
Cllr Latham Vice Chairman  
Cllr J Marsh  
Cllr P Wilson  
Cllr T Wilson

**In attendance:** C Wilkinson Administration Officer

**Members of the public:** 0

- CE024/23** **To receive and accept apologies for non-attendance.**  
Councillor Iro - work commitment  
**Resolved: To accept apologies for non-attendance.**  
**Proposed: Cllr E Jelf**  
**Seconded: Cllr T Conduct**  
**All in favour.**
- CE025/23** **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**  
None relating to the business of the meeting.
- CE026/23** **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.
- CE027/23** **Public Session**  
The office had been contacted by a local archery club to request assistance with finding a new location. The had requested to be put in touch with local landowners who might have suitable fields they would be prepared to rent out. The Committee agree that the office would request some more information about their requirements and pass to the Halls and Grounds Committee to confirm whether they were aware of any such suitable land. **ACTION: Clerk**
- CE028/23** **To approve the minutes from the meeting of 30<sup>th</sup> May 2023**  
**Resolved: To approve the minutes of the meeting of 30<sup>th</sup> April 2023.**  
**Proposed: Cllr Conduct**  
**Seconded: Cllr Marsh**  
**All in favour who were present at the meeting.**
- CE029/23** **Actions arising from the meeting of the Community & Environment Committee – 24<sup>th</sup> April 2023**  
Noted.
- CE030/23** **Financial position year to date – to note the current position**  
The Finance Manager would be undertaking a quarterly budget review in the coming weeks.
- CE031/23** **Forward Plan 2019-2023 – for information**  
Noted.
- CE032/23** **Grant Opportunities – for consideration**  
Noted. A proposal would be being brought to the Finance, Policy and Resources Committee in due course to suggest a regular process of collating potential grant requests from the Standing Committees. The Community Partnership members had been forwarded information about WCC's current grant schemes.



- CE033/23** **Parish Council Stand at the Summer Fayre and Family Fun Day Event Report** – *for information*  
Some Parish Council volunteers had experienced difficulties accessing the event, suggesting increased briefing of event volunteers would be beneficial for future events. More specific information about the location of the Parish Council's stand would also be useful. This information was to be reported back to the hirer. **ACTION: Clerk**
- CE034/23** **Report for the Environmental Meeting to discuss Climate Café Outputs** – *for consideration*  
Noted. A second meeting of the group would be taking place in the week commencing 3<sup>rd</sup> July.
- CE035/23** **Poppy Appeal Coordinator** – *for consideration*  
The Committee agreed to advertise the volunteering opportunity via the Town Team's new volunteer database. **ACTION: Clerk**  
The Army Cadets were also to be contacted directly to seek their involvement. **ACTION: Clerk**  
The matter would be brought back to the committee for further consideration if no volunteers were forthcoming.
- CE036/23** **BWPC Website** – *for consideration*  
The current website was discussed. It was noted that diagnostic information about website traffic would help the Committee to evaluate the potential impact of an updated website for consideration during the budgeting process.  
**Resolved: To investigate the potential project cost of a redesign of the Parish Council website.**  
**Proposed: Cllr J Marsh**  
**Seconded: Cllr T Conduct**  
**All in favour.** **ACTION: Clerk**
- CE037/23** **BWPC Stall at St Peter's Country Fayre** – *for consideration*  
Councillors were to be contacted to gather a list of volunteers to help on the stall. **ACTION: Clerk**  
**Resolved: To run the skittles activity at St Peter's Country Fayre on Saturday 23<sup>rd</sup> September along with a Councillors' Surgery style stall.**  
**Proposed: Cllr E Jelf**  
**Seconded: Cllr T Conduct**  
**All in favour.**
- CE038/23** **Volunteer Thank You** – *for consideration*  
The availability of the Priory Park Clubhouse on Friday 17<sup>th</sup> November and Friday 24<sup>th</sup> November was to be ascertained. **ACTION: Clerk**  
All community volunteers were to be invited with no restrictions on attendance per volunteer group.  
**Resolved: To organise a volunteer thank you event based on the tabled format of the 2022 event.**  
**Proposed: Cllr E Jelf**  
**Seconded: Cllr R Latham**  
**All in favour.**
- CE039/23** **Party in the Park** – *for consideration*  
Potential venues for such an event were discussed in light of in progress projects such as the skatepark refurbishment and car park extension for the Priory Park Clubhouse.  
**Resolved: To propose to Full Council that a large event be organised by the Parish Council in the summer of 2024 and to further the discussion of potential venues.**  
**Proposed: Cllr E Jelf**  
**Seconded: Cllr R Latham**  
**All in favour.** **ACTION: Clerk**
- CE040/23** **Grant Application to BWPC** – *for consideration*  
The meeting with representatives of the PCC of St Peter's was discussed.  
The ongoing maintenance of the churchyard was to be raised for consideration by the Finance, Policy and Resources Committee after six months had elapsed following the previous discussion. **ACTION: Clerk**  
**Resolved:**  
**To recommend the following grant award to the Finance, Policy and Resources Committee:**



GROUP	PROJECT	AWARD	DEPARTMENT
PCC St Peter's	Churchyard maintenance	£1,500	Local Government Act s.214

Proposed: Cllr J Marsh  
Seconded: Cllr T Conduct  
All in favour.

**ACTION: Clerk**

- CE041/23** **Councillors' Reports** – *for information*  
The report from the recent meeting of the Swanmore Community Committee was noted.
- CE042/23** **Chairman's Report** – *for information*  
Noted.
- CE043/23** **Requests for Future Agenda Items** – *for information only*  
Beacon Lighting D-Day 80
- CE044/23** **Date of next meeting – 24<sup>th</sup> July 2023**  
Noted.

The meeting closed at 9.14 pm.