



**BISHOP'S WALTHAM PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council**  
**held on Tuesday 11<sup>th</sup> July 2023 at The Jubilee Hall**  
**commencing at 7pm**

**Present:**

Cllr Marsh	Chairman
Cllr Conduct	
Cllr Ford	
Cllr Iro	Vice Chairman
Cllr Jelf	
Cllr Jones	
Cllr Latham	
Cllr Nicholson	
Cllr Pavey	
Cllr Stallard	
Cllr Webb	
Cllr Williams	(also a WCC Councillor)
Cllr P Wilson	
Cllr T Wilson	
Cllr Miller	WCC Councillor

**In attendance:** Mrs McKenzie – Executive Officer  
Mrs Wilkinson – Administration Officer

**Members of the public:** 1

**PC059/23 To receive and accept apologies for non-attendance**  
None. All present.

Apologies were also received from WCC Councillor, Cllr Kurn.

**PC060/23 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**  
None relating to the business of the meeting.

**PC061/23 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**  
None relating to the business of the meeting.

**PC062/23 Public Session**

Weed clearance on the High Street by councillors had been appreciated by residents and a further session was planned for Thursday evening. The Executive Officer noted that WCC and HCC had schedules in place for street cleaning but this was neither a regular, nor frequent, service.

A member of the public, representing Dynamos Senior Football Team, spoke to the Council about their promotion to a higher league and made a request for improvements to be made to the Priory Park clubhouse and pitches in line with FA requirements and for the benefit of community use. Cllr Nicholson provided a response explaining the council's previous work to upgrade the changing rooms and the ongoing facilities review findings. It was reiterated that the Council were passionate about enhancing the facilities at that location (with the overflow car park being extended and a skate park replacement scheduled) and that a Projects Manager was now in place to enable such new projects to be focused upon. The Dynamos representative raised concerns about the timing required to undertake an upgrade of the clubhouse and the council agreed that interim plans would need to be in place and offered their support wherever possible. It was asked if Dynamos were actively seeking funding support and a reply given that discussions with the FA Foundation had been considered. The Council asked for examples of facilities locally that met FA requirements but it was

found that none such were available hence the proposed temporary move out of area. The Council thanked the rep for his beneficial attendance at the meeting with a positive and collaborative approach to be further fostered.

The notification of an HCC proposal to close Bishop's Waltham House (residential care home) was brought to the attention of the Council. Concerns were raised regarding loss of care for elderly in the town, the distance for visitors to make to see their relatives if this care was moved out of the town and the loss of employment in the town. A response would be sent to HCC ahead of the official public consultation in September.

**ACTION: Letter to be sent to HCC**

**ACTION: Executive Officer**

**PC063/23 To receive the report from the County Council and District Council Representatives.**

Cllr Humby's report was noted.

Cllr Miller reported on a number of issues:-

- CIL Funding meeting delays – being pursued further.
- Winnall Housing update
- WCC officers visit to Bishop's Waltham in August to include visit to the Parish Council
- Hedge cutting requests noted, as tree cut back for Langton Road/Corhampton Rd

Cllr Williams provided updates:-

- Station Approach update
- Waste and Recycling update
- Wintershill road damage update – action now with Hampshire Highways to pursue
- Mayor available for local visits
- Car park business rates information gathered to be passed onto the Finance Manager

An update on the accessibility improvements work was requested which the councillors would report back upon at the next meeting.

**ACTION: Accessibility Improvements update from HCC**

**ACTION: WCC Cllrs/ Clerk to P&H**

**PC064/23 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 Conduct**

**Seconded: Cllr Ford**

**All in favour**

**PC065/23 Approval of the minutes of the meeting 13<sup>th</sup> June 2023**

**Resolved: to approve the minutes of the meeting 13<sup>th</sup> June 2023**

**Proposed: Cllr P Wilson**

**Seconded: Cllr Conduct**

**All in favour who were present at the meeting of 13<sup>th</sup> June 2023**

**PC066/23 Actions arising from the minutes of the meeting 13<sup>th</sup> June 2023**

Noted.

**PC067/23 To receive current financial statement and balance sheet**

**Resolved: to receive current financial statement and balance sheet**

**Proposed: Cllr Jelf**

**Seconded: Cllr Stallard**

**All in favour**

**PC068/23 Quarterly Budget Review Process**

**Resolved: to note the quarterly budget review reports tabled**

**Proposed: Cllr Ford**

**Seconded: Cllr Iro**

**All in favour**

**PC069/23 Planning Applications – Ratification of the Recommendations of the Planning & Highways**

## **Committee**

**Resolved: to ratify the planning application recommendations of the Planning & Highways Committee**

**Proposed Cllr Conduct**

**Seconded: Cllr Marsh**

**13 in favour, 1 abstention**

## **PC070/23 St Peter's Grant Application**

**Resolved: to ratify the grant award of £1,500 to St Peter's Parochial Church under LGA 1972 s214**

**Proposed Cllr Latham**

**Seconded: Cllr Jones**

**All in favour**

**ACTION: Executive Officer / Finance Manager**

## **PC071/23 Correspondence – Dynamos Football Club**

Following discussions within the Public Session, a summary of the meeting held prior to the Parish Council meeting with Dynamos Football club representatives and points raised during the agenda item, the council referred this matter to the Halls and Grounds Committee for further consideration. The Committee would provide an update and recommendations for action to Parish Council in due course.

**ACTION: Administration Officer/ H&G Committee Clerk**

## **PC072/23 Assets of Community Value**

**Resolved: To relist Blanchard Road play area as an asset of community value and to delay relisting the Youth Hall until the new location had been rebuilt.**

**Proposed: Cllr Marsh**

**Seconded: Cllr Latham**

**All in favour**

**ACTION: Executive Officer**

## **PC073/23 Forward Plan 2019-2023 - Summary**

**Resolved:**

- i) To approve the summary tabled with 3 minor additions**
- ii) To appoint a working group of the Council and Committee chairmen to progress the publicity of the summary of the Forward Plan 2019-2023, with a plan to create a new Forward Plan 2024-2028 with public consultation included**

**Proposed: Cllr Marsh**

**Seconded: Cllr Conduct**

**All in favour**

**ACTION: Executive Officer**

## **PC074/23 Councillors' Surgeries**

Cllr Marsh presented the report from the surgeries of 10.6.23 and 24.6.23

The councillors confirmed for the councillors' surgery on 28.7.23 were Cllr Conduct and Cllr Marsh, and for 26.8.23 with Cllr Jones and Cllr Jelf.

## **PC075/23 Chairman's Report**

Noted.

The signage for the Southern Footpath/Cycle way was discussed and referred to the Halls and Grounds Committee for further consideration.

**ACTION: Southern Footpath/Cycleway signage**

**ACTION: Administration Officer**

## **PC076/23 Councillors' Reports**

It was noted that Cllr Conduct and Cllr P Wilson had attended Planning training recently and that Cllr Jones had undertaken a Charing training session.

## **PC077/23 CSO Report**

Report noted.

## **PC078/23 Requests for future agenda items**

Update on new Forward Plan

Devolved services (public toilets, high street weed clearance etc)

Update on Priory Park Clubhouse upgrade plans (Facilities Review update and recommendations)

**PC079/23 Date of next meeting - Tuesday 8<sup>th</sup> August 2023**

Noted.

Thanks were given to the member of the public in attendance. The public member then left the meeting.

**PC080/23 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.**

**PC081/23 Staffing Matters**

The Chairman highlighted the updates. The Executive Officer also noted the Community Support Officer was now applying for accreditation.

**Resolved: To note the approval of the completion of the probationary periods of the Community Support Officer and Finance Manager**

**Proposed: Cllr Jelf**

**Seconded: Cllr Conduct**

**All in favour**

**Resolved: To note the approval of the two updated job descriptions for the Executive Officer and Clerk to the West Hoe Cemetery Management Committee (to take effect from September 2023)**

**Proposed: Cllr Jelf**

**Seconded: Cllr Conduct**

**All in favour**

**PC082/23 Facilities Review**

The Executive Officer and Working Group members provided updates on the proposed Community Asset purchase and sale of Brook Street property.

**Resolved: To note the actions undertaken by the Finance, Policy and Resources Committee**

**Proposed: Cllr Ford**

**Seconded: Cllr Jones**

**All in favour**

There being no other business the meeting ended at 8:25pm.