



**BISHOP'S WALTHAM PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council**  
**held on Tuesday 8<sup>th</sup> August 2023 at The Jubilee Hall**  
**commencing at 7pm**

**Present:**

Cllr Marsh	Chair of Council
Cllr Conduct	
Cllr Jones	
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:** 0

**PC083/23 To receive and accept apologies for non-attendance**

Cllr Ford - work commitments  
Cllr Iro (Vice Chairman) – family commitments  
Cllr Jelf – family commitments  
Cllr Latham – family commitments

**Resolved: to accept apologies for non-attendance**

**Proposed: Cllr Conduct**

**Seconded: Cllr Williams**

**All in favour**

**PC084/23 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

None relating to the business of the meeting.

**PC085/23 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**

None relating to the business of the meeting.

**PC086/23 Public Session**

Thanks were given for the High Street weed clearance by the Parish Councillors – it had been appreciated by residents and shop owners.

The availability of Council meeting papers at meetings for the public was queried. It was confirmed that it was clear that papers were available on request as stated on the publication of all agendas. Due to the covid pandemic and environmental concerns, paper copies were not automatically printed. In future, an e-copy would be available alongside the agenda on the website. It was also clarified that a paper copy of Standing Orders was available at every council meeting for reference.

**ACTION: E-copy of council meeting papers to be included on website ACTION: Exec Officer/Clerks**

**PC087/23 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:-

- A previously postponed meeting to consider Community Infrastructure Levy funding application forms was now due to be held on 10.8.23.

J. Marsh 12.9.23

- No update on the public toilet refurbishment was yet available.
- A response requested regarding a housing query was noted.
- A request to assist a resident with house numbering was noted and the relevant WCC process highlighted.

Cllr Williams provided updates:-

- The Local Plan was scheduled to be put back by six months meaning that the final approved plan will run through to 2040 rather than 2039. No significant changes to the plan itself but just the timetable.
- A new vape recycling unit was noted as available at all HWRCs to tackle this littering and potential fire risk issue.
- An increasing number of large vehicles parked on Rareridge Lane were noted as very inconvenient to some residents – the CSO and PCSO were aware but the road is a public highway and the vans are parked legally.

**PC088/23 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 Jones**

**All in favour**

**PC089/23 Approval of the minutes of the meeting 11<sup>th</sup> July 2023**

**Resolved: to approve the minutes of the meeting 11<sup>th</sup> July 2023**

**Proposed: Cllr Williams**

**Seconded: Cllr Webb**

**All in favour.**

**PC090/23 Actions arising from the minutes of the meeting 11<sup>th</sup> July 2023**

Noted.

South Pond working group had met prior to the meeting and a report would be presented at the next Planning and Highways Committee meeting.

Letter to Hampshire County Council regarding the proposed closure of Bishop's Waltham House was written by the Council Chair and sent 25.7.23. Action noted as complete. Response an agenda item at this meeting.

**PC091/23 To receive current financial statement and balance sheet**

It was noted that the Finance, Policy and Resources Committee had reviewed the expenditure so far, noting nonbudgeted spend and capital projects planned spend, with a view to considering these in line with budgeting for the next financial year this coming Autumn. Committee Chairman reminded to focus on planned capital projects.

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

**Proposed: Cllr Williams**

**Seconded: Cllr Nicholson**

**All in favour**

**PC092/23 Financial Regulations - Update**

**Resolved: to ratify the update to Financial Regulations**

**Proposed: Cllr Nicholson**

**Seconded: Cllr Pavey**

**All in favour**

**PC093/23 Grant Application**

It was explained that the group had also applied to Winchester City Council for funding of part of the historic project for Bishop's Waltham.

**Resolved: to ratify the grant award of £500 to Bishop's Waltham Society under LGA 1972 s144**

**Proposed Cllr Marsh**

**Seconded: Cllr Nicholson**

**All in favour**

**ACTION: Executive Officer / Finance Manager**

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**PC094/23 Planning Applications – Ratification of the Recommendations of the Planning & Highways Committee**

Cllr Jones, Chairman of the Planning and Highways Committee, provided an explanation for a decision on one application.

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

**Proposed Cllr Nicholson**

**Seconded: Cllr Conduct**

**9 in favour, 1 abstention**

**PC095/23 Parish Council Events 2024**

The Administration Officer presented the idea from the Community and Environment Committee to hold a Parish Council event in Summer 2024. Locations were discussed to be further considered at the next meeting of the CEC.

**Resolved: To agree in principle to fund a large Parish Council event in Summer 2024, with an approximate budget of £3,000**

**Proposed: Cllr Conduct**

**Seconded: Cllr Pavey**

**All in favour**

**ACTION: To check the hire fee for the palace grounds ACTION: Admin Officer/ H&G Committee Clerk**

**PC096/23 Council Projects 2024**

**Resolved: To ensure committees consider the benefits of a full council approach to future projects to ensure an efficient, focused management of such to effectively progress them. Relevant working groups to be appointed with regular meetings scheduled and monthly updates provided to Council.**

**Proposed: Cllr Conduct**

**Seconded: Cllr Pavey**

**All in favour**

**ACTION: Committee Chairs/ Clerks**

**PC097/23 Banking Services Review**

The responses from the banks were noted as disappointing. It was considered that an ATM with 24 hour access was the key service the community needed.

**ACTION: To request that Sainsburys consider installing an external ATM**

**ACTION: Cllr Williams/ Exec Officer**

**PC098/23 Proposed Closure of Bishop's Waltham House**

The impact of such a closure to this important community facility was considered.

**Resolved: To note the Public Consultation dates (Sept-Nov 2023) and ensure residents are aware of such.**

**Proposed: Cllr Williams**

**Seconded: Cllr T Wilson**

**All in favour**

**ACTION: Executive Officer**

**PC099/23 Councillors' Surgeries**

The report from the surgery of 28.7.23 was noted.

The councillors confirmed for the councillors' surgery on 26.8.23 were Cllr Jones, Cllr Stallard, Cllr Marsh, Cllr Pavey and Cllr Williams (and Cllr Jelf). Three locations were considered – the High Street, Tangier Gardens and Albany Wood. Locations and times to be confirmed and publicised ahead of the surgeries. Topics suggested – issues arising on new estates, information provision for these new residents about Parish Council activities, new play park ideas.

**PC100/23 Chairman's Report**

Noted.

**PC101/23 Councillors' Reports**

None at this time.

**PC102/23 CSO Report**

Report noted.

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**PC103/23 Requests for future agenda items**

None at this time.

**PC104/23 Date of next meeting - Tuesday 12<sup>th</sup> September 2023**

Noted.

Cllr Conduct gave her apologies for non-attendance due to family commitments.

**PC105/23 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.

**PC106/23 Staffing Matters**

Noted.

**PC107/23 Facilities Review**

Noted.

**ACTION;** Chase vendor solicitor for searches to adhere to timing plan

**ACTION:** Review Diamond Suite rates

**ACTION:** Exec Officer

**ACTION:** H&G Committee Clerk

**PC108/23 Montague Road Play Park Drainage Works – Quotation for additional requirements**

The Halls and Grounds Committee chairman provided an update on current works and the need for additional materials.

**Resolved:** To ratify the expenditure of £4,670 (exc VAT) for additional costs associated with the drainage groundworks for the new play area at Montague Road.

**Proposed:** Cllr Nicholson

**Seconded:** Cllr Jones

All in favour

**PC109/23 Recommendations from the Finance, Policy and Resources Committee**

**i) Southern Footpath Stage 2 Quotation**

The footpath was confirmed as common land and the project supported by Hampshire Countryside Access and local residents.

**Resolved:** To appoint BQS as the contractor for Stage 2 of the Southern Footpath project at a cost of £28,191.00 + VAT

**Proposed:** Cllr Pavey

**Seconded:** Cllr Williams

All in favour

**ii) Dynamos Football Club Licence and Rates**

The matters arising were duly deliberated. CPI increases were noted to be carefully considered each year and communicated, as usual, to all relevant hirers in April 2023 so planning for 2023/24 spend could be considered. The idea of 'linked clubs' was discussed. The offer of a one-off hall hire for fundraising was resolved due to specific community club circumstances, and reminder of grant opportunities available.

**Resolved:**

**i) To confirm the licence rate as set in April 2023 to include CPI as standard increase charge.**

**Proposed:** Cllr Marsh with 6 in favour, 4 abstentions

**ii) To offer one off hire of Parish Council main hall for a fundraising event (limit to be agreed by H&G). Proposed:** Cllr Marsh with 8 in favour, 2 abstentions

**iii) To approve the amendment to clause 8 of the Dynamo's Licence Agreement for 2023-24.**

**Proposed:** Cllr Marsh with 8 in favour, 2 abstentions

**PC110/23 Bishop's Waltham Cricket Club – Notes from Meeting of 1.8.23**

Noted.

**PC111/23 Monitoring Officer's Report**

Noted.

There being no other business the meeting ended at 8:44pm.

J. Marsh 12.9.23