



*E. Jelf*  
21.8.23

**Bishop's Waltham Parish Council**  
**Minutes of the Meeting of the Parish Council**  
**Community and Environment Committee**  
**held at The Jubilee Hall on Monday 24<sup>th</sup> July 2023 at 7:00pm**

**Present**

Cllr T Conduct	
Cllr D Iro	
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:** 2

**CE045/23 To receive and accept apologies for non-attendance.**  
All councillors present.

**CE046/23 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**  
None relating to the business of the meeting.

**CE047/23 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.

**CE048/23 Public Session**  
Two representatives of Bishop's Waltham Society addressed the Committee regarding an exhibition about Bishop's Waltham's history that they planned to display on the hoardings at the Malt Lane site currently under development. They showed a prototype of one of the display panels and described how they had planned the location and panels to maintain the safety of people using the adjacent pavements. The panels had been sized appropriately so that they would sit alongside the windows planned for installation in the hoardings to allow residents to view the development's progress.

Love Parks week was taking place from Friday 28<sup>th</sup> July. The office would put a post of social media promoting the Parish Council's green spaces and play parks.

The telephone information kiosk had been officially opened on Tuesday 18<sup>th</sup> July. Letters of thanks would be sent to the parties who had been instrumental in project which had now been successfully completed. **ACTION: Clerk/Cllr Marsh**

News had been received that Bishop's Waltham House was being considered for closure by Hampshire County Council (HCC). A petition had been created by residents and the Parish Council had been in contact with the petition's organiser. A letter expressing the Parish Council's disappointment had been sent to HCC by the Council's Chairperson. A period of public consultation would be opening in September.

**CE049/23 To approve the minutes from the meeting of 26<sup>th</sup> June 2023**  
**Resolved: To approve the minutes of the meeting of 26<sup>th</sup> June 2023.**  
**Proposed: Cllr Conduct**  
**Seconded: Cllr Marsh**  
**All in favour who were present at the meeting.**

**CE050/23 Actions arising from the meeting of the Community & Environment Committee – 26<sup>th</sup> June 2023**

Noted. The Clerk reported that Priory Park was available for both of the dates being considered for holding the volunteer Thank You event. The office would enquire about staff availability before selecting which date would be used.

**CE051/23 Financial position year to date – to note the current position**  
Noted.

**CE052/23 Quarterly Budget Review – for consideration**  
The Chairman highlighted some elements of the report that had been discussed with the Finance Manager along with the reason for some apparent overspends. In several cases, these overspends were because grants that had been received for the item or event were accounted for in other budget lines, and as such were not a cause for concern.

**CE053/23 Forward Plan 2019-2023 – for information**  
Councillor Latham informed the Committee that he and Councillor Jelf had recently attended a Local Cycling and Walking Infrastructure Plan (LCWIP) call held by Hampshire Transport Services on Thursday 20<sup>th</sup> July. Output from this meeting was awaited and would be directed to the appropriate committee's attention for consideration in a future meeting as necessary.

**ACTION: Cllr Latham**

**CE054/23 Grant Opportunities – for consideration**  
Noted. A proposal from Councillor Jelf regarding the appointment of a working group, to discuss and prioritise funding opportunities would be considered at the next meeting of the Finance, Policy and Resources Committee.

The second thermal imaging camera had been purchased and training was in the process of being organised.

**CE055/23 Report for the Environmental Group Meeting – for consideration**  
The committee noted that this group was now named Sustainable Bishop's Waltham. This group would be added to the Community Partnership and would be invited to the Thank You event that would be held in autumn.

**ACTION: Clerk**

**CE056/23 Eco-Event Planning – for consideration**  
The Committee discussed the promotion of this and other upcoming events. It was requested that these events be promoted, via an email, to subscribers to e-Newsletter subscribers. **ACTION: Clerk**  
The themes suggested for the event by the Sustainable Bishop's Waltham group would be used going forward in the event planning. These key themes were home energy and sustainable food/reducing food waste.

**CE057/23 80<sup>th</sup> D-Day Anniversary Beacon Lighting Request – for consideration**  
**Resolved: To recommend to Full Council that the Parish Council participate in the national beacon lighting to mark the 80<sup>th</sup> D-Day anniversary.**

**Proposed: Cllr E Jelf**

**Seconded: Cllr D Iro**

**All in favour.**

**ACTION: Clerk**

**CE058/23 Newsletter Update – for consideration**  
A working group meeting would be held to discuss the upcoming edition of Bishop's Waltham that was being drafted.

**CE059/23 Nature Reserves Leaflet Proposal for Reprint – for consideration**  
**Resolved:**

- i) **To request assistance from the original producers of the 'Nature Reserves of Bishop's Waltham' leaflet, to identify any out-of-date information.** **ACTION: Clerk**
- ii) **To order a reprint of the 'Nature Reserves of Bishop's Waltham' leaflet after any necessary amendments had been made.** **ACTION: Clerk**

**Proposed: Cllr E Jelf**

**Seconded: Cllr R Latham**

**All in favour.**

CE060/23

**Grant Application to BWPC from Bishop's Waltham Society – for consideration**

The Committee discussed the application relating to the public exhibition being planned by the Bishop's Waltham Society. The Committee acknowledged that the application had been received outside of the usual grants cycle due to the target date of the project being early September. The following phrase included in the opening paragraph of the Council's Grants Policy was noted: "The Council's financial support is provided by way of grants which are decided against criteria set by, and which can be amended from time to time by, Bishop's Waltham Parish Council."

**Resolved:**

- i) To recommend the following grant award to the Full Council:

GROUP	PROJECT	AWARD	DEPARTMENT
Bishop's Waltham Society	Storyboard public exhibition – Bishop's Waltham's history	£500	Local Government Act 1972 s.144

- ii) To request that the Full Council consider whether this grant could be made within the Parish Council's Grants Policy, giving particular consideration to the opening paragraph of the policy.

ACTION: Clerk

ACTION: Clerk

Proposed: Cllr T Conduct

Seconded: Cllr P Wilson

All in favour.

At this point in the meeting the two members of the public left the room.

CE061/23

**Event Planning Workshops – for consideration**

- i) Resolved: To assist in the promotion of the Event Planning Workshop via the Parish Council's communication methods. ACTION: Administration Assistant
- ii) To request to the Halls and Grounds Committee that the resident be given the use of a room in a Parish Council building, free of charge, to hold their Event Planning Workshop to facilitate the organisation of future community events, providing additional staffing costs were avoided. ACTION: Clerk

Proposed: Cllr E Jelf

Seconded: Cllr J Marsh

All in favour.

CE062/23

**Councillors' Reports – Youth Club Meeting Report - for information**

The report from the recent meeting was received.

CE063/23

**Chairman's Report – for information**

Noted.

CE064/23

**Requests for Future Agenda Items – for information only**

None

CE065/23

**Date of next meeting – 21<sup>st</sup> August 2023**

Noted.

The meeting closed at 8.10 pm.