



Bishop's Waltham Parish Council
Minutes of the Meeting of the Parish Council
Community and Environment Committee
held at The Jubilee Hall on Monday 21st August 2023 at 7:00pm

Present Cllr T Conduct
Cllr D Iro
Cllr E Jelf Chairman
Cllr J Marsh
Cllr P Wilson
Cllr T Wilson

In attendance: E McKenzie Executive Officer

Members of the public: 0

CE066/23 To receive and accept apologies for non-attendance.
Cllr Latham, Vice Chairman – family commitments
Resolved: To accept apologies for non-attendance
Proposed: Cllr Conduct
Seconded: Cllr Marsh
All in favour

Apologies were also noted from the Clerk to the Committee.

CE067/23 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.
None relating to the business of the meeting.

CE068/23 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.

CE069/23 Public Session
Cllr Latham was noted as attending the Winchester District Cultural Strategy workshop on 27th September.
A date of Sunday 15th October had been set for the 'Laying Up of the Royal British Legion Standard'. This event would be held at the 10:30am service at St Peter's Church and representatives of the Parish Council would be invited to attend.
A call for sites had been received from the Litter Partnership to which the Executive Officer would reply offering regular littering locations in the town for the company to target. Cllr Jelf would follow this matter up to ascertain the frequency of these litter picks.
ACTION: Reply to the Litter Partnership's call for sites and ascertain frequency of activities.
ACTION: Executive Officer/ Cllr Jelf

CE070/23 To approve the minutes from the meeting of 24th July 2023
Resolved: To approve the minutes of the meeting of 24th July 2023.
Proposed: Cllr Marsh
Seconded: Cllr Conduct
All in favour.

CE071/23 Actions arising from the meeting of the Community & Environment Committee – 24th July 2023
Noted.

CE072/23 Financial position year to date
Noted.



- CE073/23 Forward Plan 2019-2023**
Noted. The summary of outcomes had been approved at Parish Council and the Forward Plan working group were due to meet next month to finalise a report and consider a new Forward Plan 2024-2028.
- CE074/23 Grant Opportunities**
Noted. The CIL funding application to WCC had been successfully awarded £40,000 for the decarbonisation of Jubilee Hall.
- CE075/23 Remembrance Events 2023**
The budget was noted at £600 which was primarily to cover audio equipment for the parade. The Clerk to the Committee was considering the services required for this and would feedback information to the Committee before the next meeting.
Resolved: To approve the proposed outline of Remembrance Events for 2023 and for the Clerk to the Committee to continue with the organisation as tabled.
Proposed: Cllr P Wilson
Seconded: Cllr Marsh
All in favour.
- CE076/23 Eco-Event Planning Update**
The 'Pop Up Advice Session' was considered a valuable contribution to the event. There was a query arising over the food van and how it would be powered in an environmentally friendly way in keeping with the event.
Resolved:
i) **To book the services of a 'Pop Up Advice Session' at a fee of £150.**
ii) **To recommend to the Halls and Grounds Committee a food vendor to be parked in Jubilee Hall car park to sell refreshments during the Eco Event on Saturday 7th October.**
Proposed: Cllr Marsh
Seconded: Cllr Conduct
4 in favour, 2 abstentions
ACTION: To book the 'Pop Up Advice Session' and clarify the power required for the food van.
ACTION: Clerk to the Committee
- CE077/23 Clean Up Event Planning**
A suggestion of using green waste bags for items that could be recycled was raised. Challenges of potential contamination were noted but further consider option if attendees wished to pursue it.
Resolved: To approve the sponsorship of the Clean Up Event on Saturday 7th October, accept the risk assessment, agree to use of Council staff and resources for the event and encourage councillors to help on the day.
Proposed: Cllr Conduct
Seconded: Cllr Marsh
All in favour.
- CE078/23 Newsletter Update**
The working group praised the Administration Assistant for taking over this project so effectively to enable the next edition to proceed. Quarterly publications were planned and on target to achieve for 2023.
- CE079/23 Emergency Plan Update**
The plan was confirmed as in place and ready for Hampshire County Council's Emergency Planning and Resilience Team scenario training session at the end of 2023/beginning of 2024. It was considered appropriate to check the appendix to ensure contact details were still up to date. The plan should then be circulated to all councillors and staff as a reminder, especially for new members.
Resolved: To task Cllr Marsh and Cllr Jelf, with the Clerk to the Committee, to review the Emergency Plan – ensure it is up to date and then circulate to all councillors and staff.
Proposed: Cllr Conduct
Seconded: Cllr Jelf
All in favour.
Action: Cllr Marsh/Cllr Jelf/Administration Officer



CE080/23

Councillors' Reports – Museum Trust Meeting Report

The report from the recent meeting was received. Actions listed for the Parish Council were noted as not responsibilities of the Council but could be signposted to those who were. However, all actions listed were confirmed as completed.

CE081/23

Requests for Future Agenda Items – for information only

Draft budget setting for 2024.

Thank you to volunteers evening – planning update

CE082/23

Date of next meeting – 25th September 2023

Noted.

Apologies offered from Cllr Conduct due to family commitments.

The meeting closed at 7.29 pm.