



BISHOP'S WALTHAM PARISH COUNCIL
Minutes of the Meeting of the Parish Council
held on Tuesday 12th September 2023 at The Jubilee Hall
commencing at 7pm

Present:

Cllr Marsh	Chair of Council
Cllr Nicholson	
Cllr Pavey	
Cllr Stallard	
Cllr Webb	
Cllr Williams	(also a WCC Councillor)
Cllr P Wilson	
Cllr T Wilson	

Cllr Kurn	WCC Councillor
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In attendance: Mrs McKenzie – Executive Officer

Members of the public: 3

PC112/23 To receive and accept apologies for non-attendance

Cllr Conduct – family commitments

Cllr Jones - work commitments

Resolved: to accept apologies for non-attendance

Proposed: Cllr Jelf

Seconded: Cllr Latham

All in favour

Apologies were offered from Cllr Miller due to family commitments.

PC113/23 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.

None relating to the business of the meeting.

PC114/23 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.

Cllr Williams – Agenda Item 24: PC135/23

PC115/23 Public Session

The Secretary of Bishop's Waltham Cricket Club spoke to the Council. He thanked the councillors for attendance at their club day on 9.9.23 and for joining in with the club's community event. He raised the following points:-

- Club expansion, especially with children's and ladies' teams, as well as senior men's teams.
- Request for security of tenure with extension of lease for a further thirty years.
- Mindful of rising costs so request to keep lease affordable
- Keen to have usage of new Albany Wood open space for community/club cricket provision
- Current second ground is outside parish boundary and keen to have extra ground locally
- Request to be involved in discussions about the area's usage.

The Chairman of the Cricket Club spoke next and reiterated support for the points raised previously.

The Head Groundsman for the Cricket Club spoke thirdly and emphasised the club's commitment to the Albany Road ground for over thirty years. He felt the additional ground for cricket at Albany Wood open space would show a tangible community benefit over the increased housing developments. The opportunity to expand cricket locally, rather than at their current second ground outside the parish, was a valuable one. A centrally based club was more efficient than one split over two sites.

The Council Chairman thanked the representatives for their points raised and noted their dedication, commitment and enthusiasm for the club. The work of the club to provide a sporting and social community group was acknowledged and admired. She noted that the Albany Wood open space would require ground condition inspection following construction works on site but it was hoped that it would be good enough for recreation, or after some maintenance work. It was noted that the Cricket Club were highly proactive in seeking grants and funding to support their work.

Cllr Nicholson reported on the Southern Parishes meeting of 11.9.23 at Newlands Parish Council. Cllr Nick Adams-King was in attendance to discuss highways matters and also noted the provision of bus shelters being readopted by HCC. Minutes of the meeting would be circulated in due course.

The Executive Officer informed Council that the new bin stores were due to be installed by WCC in Basingwell Street car park in week commencing 18th September 2023. A WCC Scrutiny Committee meeting was taking place on 13.9.23 regarding the public toilet facilities in the district.

One member of the public left the meeting at this point.

PC116/23 To receive the report from the County Council and District Council Representatives.

Cllr Humby's report was noted.

Cllr Williams reported on a number of issues:-

- Bus Shelters to be taken over by HCC which would include advertising units
- CIL funding application results had given two pots of money to the Parish Council for 1) Decarbonisation of the Jubilee Hall and 2) Purchase of the Community Asset.
- New WCC parking meters for the central car park were due for Winter 2023 which would offer mobile phone payments as well as cash and card options.
- Public Toilets to be discussed at WCC 13.9.23 and outcomes to be passed to Parish Clerks
- Care Home Public Consultation noted as now open until November.

Cllr Kurn added:-

- Congratulations on CIL funding success from WCC
- Comments on parking meters and toilets being fed to WCC with actions pursued.

Cllr Kurn left the meeting at this point.

PC117/23 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 Iro

Seconded: Cllr Pavey

All in favour

PC118/23 Approval of the minutes of the meeting 8th August 2023

Resolved: to approve the minutes of the meeting 8th August 2023

Proposed: Cllr Williams

Seconded: Cllr Marsh

All in favour.

PC119/23 Actions arising from the minutes of the meeting 8th August 2023

Noted.

Steady progress was being made with the purchase of the community asset. Also an agenda item in the confidential section.

The application for accreditation was in progress for the Community Support Officer and a list of powers available to select from. Training would be required for both the CSO and Executive Officer, as well as related costs for additional duties.

A meeting of the working group to discuss the Forward Plan had been held on 11.9.23 resulting in a seven-point plan, survey and summary in draft. This was circulated for information.

The action sheet was noted as needing to read 'Southern Footpath Stage 2', not Stage 3.

PC120/23 To receive current financial statement and balance sheet
Resolved: to receive current financial statement and balance sheet
Proposed: Cllr Iro
Seconded: Cllr Nicholson
All in favour

PC121/23 Appointment of Internal Auditor

The recommendation from Committee included the need to seek comparison services next year to ensure due diligence.

Resolved: to ratify the resolution of the Finance, Policy and Resources Committee to re-appoint Mike Platten, April Skies Accounting, as the Council's Internal Auditor for 2023/24.

Proposed: Cllr Pavey
Seconded: Cllr Latham
All in favour

ACTION: Finance Manager

PC122/23 Funding Receipts and Allocations 2023-24

Noted.

PC123/23 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 Ford
Seconded: Cllr Webb
11 in favour, 1 abstention

PC124/23 Correspondence – Request for Facility at North Pond

Resolved: To note no objection to this idea, if full consideration given to health and safety at site (pest control), and refer to North Pond Conservation Group for their further consideration and response to the correspondent

Proposed: Cllr Pavey
Seconded: Cllr Latham
All in favour

ACTION: Executive Officer

PC125/23 South Pond Working Group Report and Recommendations from the Planning and Highways Committee

Due diligence in consideration of the options available were noted in the number of meeting reports tabled.

Resolved:

- i) To register the South Pond as a Community Asset
- ii) To not accept transfer of the pond at this time
- iii) To work with Beechcroft on improvement & management of pond site
- iv) To undertake a tree survey

ACTION: Executive Officer

ACTION: Executive Officer

ACTION: Exec Officer

ACTION: H&G Committee Clerk

Proposed: Cllr Williams
Seconded: Cllr Nicholson
All in favour

PC126/23 Councillors' Surgeries

The reports from the surgeries of 26.8.23 were noted.

A query was raised over status of public right of way on estates whether adopted or private.

ACTION: Seek clarification of rights of way on adopted and private roads/estates

ACTION: Executive Officer

It was agreed to move the Councillors' Surgery date for September from 29.9.23 to 23.9.23 due to Councillors presence at the Country Fayre on that date, providing an opportunity to liaise with the community.

ACTION: To inform community of date change

ACTION: Executive Officer

PC127/23 Chairman's Report

Noted.

PC128/23 Councillors' Reports

None at this time.

PC129/23 CSO Report

Report noted.

PC130/23 Requests for future agenda items

Social Media Policy – review and update – proposal from Cllr Ford initially to C&E Committee

Parking Enforcement and Lining – to initially discuss at P&H Committee

PC131/23 Date of next meeting - Tuesday 10th October 2023

Noted.

PC132/23 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.

Two members of the public left the meeting at this point.

PC133/23 Staffing Matters

Noted.

PC134/23 Facilities Review

Noted.

PC135/23 Bishop's Waltham Cricket Club Matters

The Council noted their great appreciation of the cricket club representatives who had shown dedication and commitment to the cricket ground and community club, with a clear ability to proactively fundraise. The Council acknowledged the site and club as of great value to the community which they wished to continue to foster.

Points raised in discussion:-

- Like idea for a multi-use area to cater for all interests of the community, particularly the neighbouring estate
- Like idea to focus on clear identification for the club in that area (Albany)
- Keeps BW cricket in one location rather than having two sites, one currently outside the parish
- Would like to review cricket club numbers to highlight growth in club
- Need to celebrate success of club and use of valued site to whole community
- All ideas for the site need to be considered
- Maintenance of this additional site needs to be considered
- Definition of 'open space' to be clarified
- WCC Open Space Strategy noted with BW listed as adequate provision for community in 2023 but spaces need designated usage to retain value and status
- Access to and from site of key important to consider (additional traffic, parking requirements)

Resolved:

- i) **To approve the recommendation from Finance, Policy and Resources Committee to extend the lease of Albany Road Cricket Ground to Bishop's Waltham Cricket Club for a further thirty years, as of 1st April 2024, with renewed lease written in modern standard English and minor amends as agreed with working group and club representatives. Updated lease to be brought for approval to the next Finance, Policy and Resources Committee. Lease to include standard end of lease clause to be agreed by both sides.**
- ii) **To agree in principle for some cricket provision at the Albany Wood Open Space site and refer to the Halls and Grounds Committee for further discussion of feasibility of ideas based on the suggestion of 'a recreation ground with provision for cricket'.**

Proposed: Cllr Marsh

Seconded: Cllr Latham

All in favour

There being no other business the meeting ended at 8:17pm.