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**Bishop's Waltham Parish Council**  
**Minutes of the Meeting of the Parish Council**  
**Community and Environment Committee**  
**held at The Jubilee Hall on Monday 25<sup>th</sup> March 2024 at 7:00pm**

**Present** Cllr Conduct  
Cllr Jelf Chairman  
Cllr Latham Vice Chairman  
Cllr Marsh

**In attendance:** C Wilkinson Administration Officer

**Members of the public:** 0

**CE194/23 To receive and accept apologies for non-attendance.**  
All present.

**CE195/23 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**  
None relating to the business of the meeting.

**CE196/23 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.

**CE197/23 Public Session**  
An email had been received from the Warmer Homes initiative. A Facebook post would be created to target residents who were not on the gas network to inform them of the opportunity to obtain financial assistance with reducing the costs of heating their homes. **Action: Administration Officer**

The weekend's Clean Up event and Eco Fayre had gone smoothly. Written reports would be included in next month's meeting papers. Councillor Latham would be gathering feedback from stallholders at the Eco Fair to be included in the event report.  
The purchase of additional litter hoops would be included as an item for consideration for the next Clean Up event, along with suggested changes to the routes map. **Action: Administration Officer**

Members of the local fire service crew had volunteered at the Clean Up event and had mentioned that they would be prepared to assist with a Litter Partnership Litter Pick to focus on one of the busier roads into the town. Contact would be made with the Litter Partnership to inform them of this. **Action: Chairperson**

A request had been received from Bishop's Waltham Infant School for a councillor to attend the school to judge their annual Easter Competition. Councillor Conduct was to confirm whether she could attend. **Action: Cllr Conduct**

**CE198/23 To approve the minutes from the meeting of 26<sup>th</sup> February 2024**  
**Resolved: To approve the minutes of the meeting of 26<sup>th</sup> February 2024.**  
**Proposed: Cllr Conduct**  
**Seconded: Cllr Marsh**  
**All in favour.**

**CE199/23 Actions arising from the meeting of the Community & Environment Committee – 26<sup>th</sup> February 2024**  
Noted.

**CE200/23 Financial position year to date – to note the current position**  
Noted.

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- CE201/23 Grants Update – for consideration**  
The successful outcome of the application to the District Small Grants Fund for the Skate Jam event was noted.
- CE202/23 Annual Meeting of the Parish Planning Update – for consideration**  
The invitations for residents had been received and were due for collection and distribution to households.  
The Administration Officer would be meeting with the Chairs of the standing committees to work on collating images to accompany their presentations.  
The working group considering the Council's response to Hampshire County Council would be meeting later in the week and content for the brief presentation on this matter would be requested.  
**ACTION: Administration Officer**  
A Facebook post was to be written to invite residents' questions. Responses would be collated and passed to the working group for review.  
**ACTION: Administration Officer/Cllr Jelf**
- CE203/23 Summer Event 2024 Planning Update – for consideration**  
The band for the event had been confirmed. Organisation would now progress with other elements of the event. A working group meeting was scheduled to take place on Tuesday 9<sup>th</sup> April and 1pm. The discussion with English Heritage were discussed, in particular regarding charitable donations.  
**Resolved: To collect any voluntary donations from attendees at the event and to divide any such donations between the Hampshire Air Ambulance and English Heritage.**  
**Proposed: Cllr Jelf**  
**Seconded: Cllr Conduct**  
**All in favour.**
- CE204/23 D-Day 80<sup>th</sup> Anniversary Beacon Event Planning Update – for consideration**  
Paul's Plaice had responded positively to the request to see whether they would be open to help mark the combined anniversary and National Fish and Chips Day. All Committee members present were able to help marshal at the event.
- CE205/23 Update from the Website Working Group – for consideration**  
An update would be supplied to the Halls and Grounds Committee and Councillor Latham would help to feedback any comments and requirements into the project working group.  
**ACTION: Cllr Latham**  
The working group were scheduled to meet on Tuesday 9<sup>th</sup> April at 2pm to create the draft website specification.
- CE206/23 Citizens Advice Outreach Programme – Response from Halls and Grounds Committee – for consideration**  
The tabled update was noted. Potential dates would be brought to the Committee at their next meeting. A Thursday afternoon in April was to be targeted.
- CE207/23 Skate Jam Event Planning – for consideration**  
The scheduling of the event was deliberated. If within the football season/term time, Sundays were preferred, if the event could be scheduled within the football offseason/school holidays, preference would be given to a Saturday date.  
The costs estimate received was reviewed, it was felt that a lower cost event would still meet the Council's objectives for the event.  
**Resolved: To proceed with the organisation of a Skate Jam event working with Team Rubicon subject to the confirmation that this was in line with Financial Regulations.**  
**Proposed: Cllr Marsh**  
**Seconded: Cllr Latham**  
**All in favour.**  
**ACTION: Administration Officer/Cllr Stallard**
- CE208/23 Correspondence – Spaces of Sanctuary – for consideration**  
A full discussion followed of whether the Jubilee Hall could meet the requirements of the Spaces of Sanctuary initiative.

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**Resolved:** To reply to the correspondence to say that whilst the Parish Council's buildings were not open to the public in the manner required by the scheme, the Council would accept the request to promote the register of locations when available, and pass on the scheme information to the town's churches for their consideration.

**Proposed:** Cllr Jelf

**Seconded:** Cllr Latham

All in favour.

**ACTION:** Administration Officer

**CE209/23**

**Correspondence – Broadband Coverage – for consideration**

Councillor Stallard had compiled some guidance for residents who were impacted by poor broadband speeds. Councillor Latham would review this information and add input as agreed in Full Council, including information regarding legally required levels of coverage before the response was forwarded to the correspondent.

**ACTION:** Cllr Latham/Administration Officer

**CE210/23**

**Correspondence – Village Promotion – for consideration**

The Committee were supportive of the ideas received and would research the cost of an article in local press to promote the town centre.

**ACTION:** Administration Officer

The shopkeeper would be directed to the Town Team and Chamber of Trade, whose objectives aligned closely with the correspondence received.

**ACTION:** Administration Officer

Promotional leaflets were already available in local tourist information offices and plenty of stock was held by the Council for any other locations.

**CE211/23**

**Councillors' Reports**

i) **Town Team Meeting – for information**

Noted. Councillor Latham was to ask for supplementary information regarding the inaccuracy that had been identified in the HCC Consultation.

**ACTION:** Cllr Latham

ii) **Swanmore College Community Committee – for information**

Noted.

**CE212/23**

**Chairman's Report – for information**

Noted.

**CE213/23**

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

Environmental Action Plan Update

**CE215/23**

**Date of next meeting – 22<sup>nd</sup> April 2024**

Noted.

The meeting closed at 9.04pm.