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24/05/24

Bishop's Waltham Parish Council
Minutes of the Meeting of the Parish Council
Community and Environment Committee
held at The Jubilee Hall on Tuesday 28th May 2024 at 6:00pm

Present Cllr T Conduct
Cllr E Jelf Chairman
Cllr Latham Vice Chairman
Cllr B Nicholson
Cllr A Webb
Cllr J Wood

In attendance: C Wilkinson Administration Officer

Members of the public: 0

CE001/24 To elect the Chairman of the Committee.
Nominations: Cllr Jelf - Proposed: Cllr Conduct, Seconded: Cllr Woods.
Resolved: To elect Cllr Jelf as Chairman of the Committee.
Proposed: Cllr Conduct
Seconded: Cllr Wood
All in favour.

CE002/24 To elect the Vice Chairman of the Committee.
Nominations: Cllr Latham - Proposed: Cllr Conduct, Seconded: Cllr Webb.
Resolved: To elect Cllr Latham as Vice Chairman of the Committee.
Proposed: Cllr Conduct
Seconded: Cllr Webb
All in favour.

CE003/24 To appoint representatives to the Chamber of Trade, Museum Trust, North Pong Conservation Group, Swanmore College Community Committee and Town Team – for consideration

Organisation	Representative	Stand In Representative
Chamber of Trade	Cllr Marsh	Cllr Jelf
Museum Trust	Cllr Wood	Cllr Latham
North Pond Conservation Group	Cllr Conduct	Cllr Jelf
Swanmore College	Cllr Pavey (appointed at Full Council 14.05.24)	Cllr Wood (appointed at Full Council 14.05.24)
Town Team	Cllr Jelf	Cllr Conduct

Resolved: To appoint representatives to Community Organisations as tabled above.
Proposed: Cllr Jelf
Seconded: Cllr Conduct
All in favour.

CE004/24 Reappointment of Committee working group for 2023/24
The following Committee working groups were agreed by the Committee.

Summer Event Working Group	Environmental Initiatives Working Group	Website Working Group
Cllr Conduct	H Gabriel (<i>ex-officio</i>)	Cllr Conduct
Cllr Jelf	Cllr Latham	Cllr Jelf
Cllr Marsh	Cllr Marsh	Cllr Latham
	Cllr Wood	Cllr Stallard
Budgeting Working Group	Newsletter Working Group	Youth Council Working Group
Cllr Jelf	Cllr Williams	Cllr Williams

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Cllr Latham	Cllr Wilson	Cllr Wilson
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Resolved:

- i) **To appoint the Committee working groups for 2024/25 as tabled above.**
- ii) **To ask the members of the Youth Council Working Group whether they would approve the proposal that the Youth Council Working Group be dissolved.** **Action: Clerk**

Proposed: Cllr Conduct

Seconded: Cllr Latham

All in favour.

- CE005/24** **To receive and accept apologies for non-attendance.**
Councillor Marsh - family commitment
Resolved: To accept apologies for non-attendance.
Proposed: Cllr Jelf
Seconded: Cllr Wood
All in favour.

- CE006/24** **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**
None relating to the business of the meeting.

- CE007/24** **To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.**
Cllr Nicholson – Member of the Chamber of Trade

- CE008/24** **Public Session**
The Committee noted the upcoming filming that was planned in Bishop's Waltham for Escape to the Country. The Parish Council were in contact with members of the community involved in filming.

- CE009/24** **To approve the minutes from the meeting of 22nd April 2024**
Resolved: To approve the minutes of the meeting of 22nd April 2024.
Proposed: Cllr Jelf
Seconded: Cllr Conduct
All in favour who were present at the meeting.

- CE010/24** **Actions arising from the meeting of the Community & Environment Committee – 24th April 2023**
Noted.

- CE011/24** **Financial position year to date – to note the current position**
Noted.

- CE012/24** **Grant Opportunities – for consideration**
Noted.

- CE013/24** **D-Day 80 Beacon Planning Update – for consideration**
The cadets' attendance at the beacon event was unconfirmed. A final attempt would be made to contact them after which the Scouts would be approached. **ACTION: Clerk**
A social media post would be written to promote National Fish and Chips Day that had been planned to coincide with the D-Day anniversary. **ACTION: Clerk**
Resolved: To note the tabled update and accept the tabled event risk assessment.
Proposed: Cllr Jelf
Seconded: Cllr Conduct
All in favour.

- CE014/24** **Summer Event 2024 Planning Update – for consideration**
Noted. A meeting of the working group was planning for Thursday 30th May at 11.30am to focus on planning the children's entertainment element of the event.

- CE015/24** **Update from Website Working Group – for consideration**

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A meeting of the working group was to be scheduled.
Councillor Webb was to assist the Clerk in identifying files relating to local walks that previously were not able to be included on the website.

ACTION: Clerk
ACTION: Clerk/Cllr Webb

- CE016/24 Skate Jam Event Planning – for consideration**
Marshalling of the car park at Priory Park would be included in the event plan.
Resolved: To approve the proposed date of Sunday 29th September for the Parish Council's Skate Jam event to take place at the Priory Park Skate Zone.
Proposed: Cllr Jelf
Seconded: Cllr Latham
All in favour.
- CE017/24 Parish Council Stall at Family Fun Day – for consideration**
Posters for the upcoming events would be displayed. Attendees would also be asked about footpaths or cycle paths that they would like to be improved and be encouraged to contribute Winchester City Council's Local Cycling and Walking Infrastructure Plan (LCWIP). **ACTION: Clerk**
- CE018/24 Newsletter Update – for consideration**
Resolved:
i) **The newsletter editions would be renamed in line with seasons, to make the delivery of the hard copies less time sensitive.**
ii) **The service offered by the printing firm to format the newsletter would be used for the upcoming edition on a trial basis (at a cost of £100 excluding VAT).**
Proposed: Cllr Jelf
Seconded: Cllr Conduct
All in favour.
- CE019/24 Eco Fair Event Report – for consideration**
Noted. The Committee voiced their support for the event being organised again in 2025.
- CE020/24 Annual Meeting of the Parish Event Report – for consideration**
The tabled report was received by the Committee.
- CE021/24 Update from Sustainable Bishop's Waltham – for information**
The tabled report was received by the Committee.
- CE022/24 Correspondence – Draft Hampshire Bus Service Improvement Plan – for consideration**
The correspondent would be contacted to request that they make the Parish Council aware when the draft document being discussed was made public. The Committee wished to offer their support for the connections with other public transport services to be given due consideration when reviewing proposed bus timetable changes. **ACTION: Clerk**
- CE023/24 Councillors' Reports – Museum Trust – for information**
i) **Museum Trust Meeting – for information**
Noted.
ii) **Town Team Meeting – for information**
Noted.
- CE024/24 Chairperson's Report – for information**
Noted.
- CE025/24 Requests for Future Agenda Items – for information only**
None.
- CE026/24 Date of next meeting – 24th June 2024**
It was noted that this meeting would return to the usual time of 7pm.

The meeting closed at 6.58 pm.