



**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> June 2024 at 7:00pm**

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

**In attendance:** C Wilkinson                          Administration Officer

**Members of the public:**                                  0

**CE027/24            To receive and accept apologies for non-attendance.**

Councillor Conduct – family commitment  
Councillor Nicholson – family commitment  
Councillor Webb – family commitment

**Resolved: To accept apologies for non-attendance.**

**Proposed: Cllr Jelf**

**Seconded: Cllr Marsh**

**All in favour.**

**CE028/24            To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**

None relating to the business of the meeting.

**CE029/24            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.

**CE030/24            Public Session**

The Citizen's Advice Scam Awareness session has been held on Thursday 13<sup>th</sup> June. The audience has been relatively small with approximately 10 attendees. Positive feedback has been received regarding the usefulness of the talk.

The Executive Officer and Administration Officer would be compiling content for the summer edition of Bishop's Waltham Matters and would be outsourcing the formatting of the publication as discussed in the Committee's May meeting.

**CE031/24            To approve the minutes from the meeting of 28<sup>th</sup> May 2024**

**Resolved: To approve the minutes of the meeting of 28<sup>th</sup> May 2024.**

**Proposed: Cllr Marsh**

**Seconded: Cllr Latham**

**All in favour who were present at the meeting.**

**CE032/24            Actions arising from the meeting of the Community & Environment Committee – 28<sup>th</sup> May 2024**

Noted. A meeting of the Website Working Group would be scheduled to progress with the project.

**ACTION: Administration Officer**

**CE033/24            Financial position year to date – to note the current position**

Noted.

**CE034/24            Grants Update – for consideration**

Whether the grant funding from WCC for the Skate Jam event had been received was to be confirmed.

**ACTION: Administration Officer**

- CE035/24 Party in the Palace Planning Update – for consideration**  
Following the withdrawal of the outside bar provider alternative suppliers would be approached.  
**ACTION: Administration Officer**
- Confirmation was also awaited of who would be running a BBQ stall.  
The Council's bollards that had been recently used at the beacon lighting would be used at the Party in the Palace to restrict access to the crypt area of the palace grounds.  
A Facebook event was to be created to further promote the event and gauge potential numbers of attendees.  
**ACTION: Administration Officer**
- CE036/24 Skate Jam Event Planning Update – for consideration**  
The information about the event provided by Team Rubicon was well received. Information regarding likely levels of attendance would be requested.  
**ACTION: Administration Officer**  
An ice cream van would be booked for the event.  
**ACTION: Administration Officer**  
The Chair of the Council would be asked to give a brief speech at the opening event, if they were able to be present.  
**ACTION: Administration Officer**
- CE037/24 D-Day 80<sup>th</sup> Anniversary Beacon Event Report – for consideration**  
The event report was received. A points for consideration for future similar events would be to provide speaker the opportunity to rehearse with the microphone. The palace grounds were agreed to have worked very well and it was pleasant to be able to access the venue at dusk. A letter of thanks would be sent to the Scouts to recognise their appreciated contribution to the evening.  
**ACTION: Councillor Jelf**
- CE038/24 Parish Council Stall at Family Fun Day Event Report – for consideration**  
The event was agreed to have gone smoothly with a reasonable number of visitors to the Parish Council stall. However, an increased level of engagement would be sought, if possible, at future events, with more interactive elements like the voting jar element and would be considered for the St Peter's Country Fair event that would take place in September.  
Prices and options for a tablecloth branded with the Parish Council logo would be researched for use at future events and Councillors Surgeries.  
**ACTION: Administration Officer**
- CE039/24 Volunteer Thank You Event Planning – for consideration**  
Additional valuable contributors to Bishop's Waltham's community were suggested to receive an invitation to the event. The Priory Park Clubhouse was regarded as the preferred venue for the event.  
**Resolved: To organise a volunteer thank you event based on the tabled format of the 2023 event.**  
**Proposed: Cllr Wood**  
**Seconded: Cllr Latham**  
**All in favour.**
- CE040/24 Remembrance Events Planning – for consideration**  
It was suggested that the Bishop's Waltham Rotary and The Men's Shed would be approached to seek additional road closure marshal volunteers for the event if necessary.  
**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 Jelf**  
**Seconded: Cllr Marsh**  
**All in favour.**
- CE041/24 Update from Sustainable Bishop's Waltham – for consideration**  
The current focus of the group was the public meeting to launch the Greenings campaign within the community, this meeting was being held at St Peter's Church hall on Monday 8<sup>th</sup> July at 7pm.
- CE042/24 Councillors' Reports**  
i) **Museum Trust Meeting – for information**  
Noted.  
**Town Team Meeting – for information**  
Noted.

**CE043/24** **Chairman's Report** – *for information*  
Noted.

**CE044/24** **Requests for Future Agenda Items** – *for information only*  
Parish Council Stall at St Peter's Country Fayre

**CE045/24** **Date of next meeting – 22<sup>nd</sup> July 2024**  
Noted.

The meeting closed at 8.26pm.

DRAFT