



**Bishop's Waltham Parish Council**  
**Minutes of the Meeting of the Parish Council**  
**Community and Environment Committee**  
**held at The Jubilee Hall on Monday 23<sup>rd</sup> September 2024 at 7:00pm**

**Present**

Cllr Jelf	Chairman
Cllr Latham	Vice Chairman
Cllr Marsh	
Cllr Nicholson	
Cllr Webb	
Cllr Wood	

**In attendance:** C Wilkinson                      Committees Officer

**Members of the public:**                      0

- CE082/24**      **To receive and accept apologies for non-attendance.**  
Councillor Conduct – family commitment  
**Resolved: To accept apologies for non-attendance.**  
**Proposed: Cllr Jelf**  
**Seconded: Cllr Nicholson**  
**All in favour.**
- CE083/24**      **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**  
None relating to the business of the meeting.
- CE084/24**      **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.
- CE085/24**      **Public Session**  
The BWPC stall at St Peter's Fair had gone well on Saturday 21<sup>st</sup> September. The free Splat the Rat activity had been well received, donations of £15.40 had been passed to St Peter's Church.
- CE086/24**      **To approve the minutes from the meeting of 27<sup>th</sup> August 2024**  
**Resolved: To approve the minutes of the meeting of 27<sup>th</sup> August 2024.**  
**Proposed: Cllr Nicholson**  
**Seconded: Cllr Marsh**  
**All in favour.**
- CE087/24**      **Actions arising from the meeting of the Community & Environment Committee – 27<sup>th</sup> August 2024**  
Item CE048/23 regarding the telephone box would be closed due to the significant amount of time that has passed since the completion of the project.
- CE088/24**      **Financial position year to date – to note the current position**  
Noted.
- CE089/24**      **Budget Setting 2025-2026 – Appointment of Working Group – for consideration**  
**Resolved: To appoint Councillor Jelf and Councillor Latham to the working group and authorise them to prepare a draft budget for consideration by the Community and Environment Committee.**  
**Proposed: Cllr Jelf**  
**Seconded: Cllr Wood**  
**All in favour.**
- CE090/24**      **Grants Update – for consideration**  
Noted.

- CE091/24 Skate Jam Planning Update – for consideration**  
The final elements of the event organisation were discussed. The ACSO would be requested to assist with marshalling the Priory Park car park **ACTION: Clerk**
- CE092/24 Remembrance Planning Update – for consideration**  
Councillor Jones and Williams would be asked to sound the siren for the 2-minute silence. **ACTION: Clerk**  
**Resolved: To approve the tabled risk assessment for the Remembrance Parade event to be held on Sunday 10<sup>th</sup> November 2024.**  
**Proposed: Cllr Jelf**  
**Seconded: Cllr Latham**  
**All in favour.**
- CE093/24 Clean Up Event Planning Update – for consideration**  
Recyclable materials would be separated from general litter and weighed if possible. Information about recycling would be added to the participant briefing. **ACTION: Clerk**  
**Resolved: To approve the tabled risk assessment for the Clean Up event to be held on Saturday 5<sup>th</sup> October 2024.**  
**Proposed: Cllr Jelf**  
**Seconded: Cllr Latham**  
**All in favour.**
- CE094/24 Update from Sustainable Bishop's Waltham – for information**  
Noted.
- CE095/24 Greening Campaign Update and Leaflet Costs – for information**  
Assistance would be requested from councillors for the Greening Launch, for tasks such as serving refreshments. **ACTION: Clerk**  
**Resolved: To approve the spend of £443.00 for the printing of the Greening Campaign cards for Bishop's Waltham households, to be sourced from the Committee's budgeted funds.**  
**Proposed: Cllr Latham**  
**Seconded: Cllr Wood**  
**All in favour.**
- CE096/24 Update from Christmas Tree Working Group – for consideration**  
The organisation of the Christmas tree was progressing. The modified date of the Bishop's Waltham's Christmas Fair of Thursday 28<sup>th</sup> November was noted. Members of the working group would be notified so preparation of the tree prior to this event could be targeted. **ACTION: Clerk**
- CE097/24 Bishop's Waltham Parish Council Grant Updates – for consideration**  
**Resolved: To approve the request received from the Bishop's Waltham Youth Trust to modify the use of the grant received from the Parish Council in October 2023.**  
**Proposed: Cllr Latham**  
**Seconded: Cllr Marsh**  
**All in favour.**
- CE098/24 Councillors' Report - Town Team Meeting – for information**  
Noted.
- CE099/24 Chairperson's Report – for information**  
Noted.
- CE080/24 Requests for Future Agenda Items – for information only**  
Grant applications to BWPC
- CE081/24 Date of next meeting – 21<sup>st</sup> October 2024**  
Noted.

The meeting closed at 7.57pm.