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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 24<sup>th</sup> February 2025 at 7:00pm

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

**In attendance:** A Axworthy Marketing, Communication and Events Manager  
C Wilkinson Committees Officer

**Members of the public:** 2

- CE174/24** **To receive and accept apologies for non-attendance.**  
Cllr Wood – family commitment  
**Resolved: To accept apologies for non-attendance.**  
**Proposed: Cllr Conduct**  
**Seconded: Cllr Marsh**  
**All in favour.**
- CE175/24** **To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**  
None relating to the business of the meeting.
- CE176/24** **To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.**  
Cllr Jelf – Agenda item 14 (Correspondence regarding KidSTreat)
- CE177/24** **Public Session**  
Representatives of Bishop's Waltham In Bloom gave some background to recent price increases experienced by the community group and their request for ring-fenced funding from the Parish Council.
- The QR codes for the Interactive Town Trail were still not functioning, a resident had contacted WCC to remind them that this matter has not been resolved.
- CE178/24** **To approve the minutes from the meeting of 27<sup>th</sup> January 2025**  
**Resolved: To approve the minutes of the meeting of 27<sup>th</sup> January 2025**  
**Proposed: Cllr Conduct**  
**Seconded: Cllr Nicholson**  
**All in favour.**
- CE179/24** **Actions arising from the meeting of the Community & Environment Committee – 27<sup>th</sup> January 2025**  
Noted.
- CE180/24** **Financial position year to date – to note the current position**  
Noted.
- CE181/24** **Grants Update – for information**  
Noted.
- CE182/24** **BWPC Website Project Update – for consideration**

Further information had been obtained from the appointed website provider who had responded to the data securing matters that has been raised for further investigation.

A meeting would be scheduled with the website provider and any councillors who would to hear more about these measures.

**Action: Marketing, Communications and Events Manager**

**Resolved: To receive the information provided by the website provider regarding measures to protect data and provide website security.**

**Proposed: Cllr Jelf**

**Seconded: Cllr Conduct**

**All in favour.**

- CE183/24 Annual Meeting of the Parish Event Update from Working Group – for information**  
A meeting of the working group was scheduled for Wednesday 26<sup>th</sup> February.  
The invitation drafted by the Marketing, Communications and Events Manager would be approved by the Committee Chair and Council Chair prior to it being sent to the printer.  
**Action: Committee Chair, Council Chair**
- CE184/24 Clean Up Event Planning Update – for consideration**  
Noted.  
**Resolved: To accept the risk assessment for the Clean Up event to be held on Saturday 22<sup>nd</sup> March.**  
**Proposed: Cllr Marsh**  
**Seconded: Cllr Latham**  
**All in favour.**
- CE185/24 VE Day 80 Event – Update for the Working Group – for consideration**  
A meeting of the working group had taken place earlier in the day and a verbal report was given, written notes would be included in the meeting papers for March's committee meeting.  
The event on Thursday 8<sup>th</sup> May was planned to commence at 6pm, with residents being invited to participate in a community picnic. A commemorative beacon lighting would take place at 9.30pm. The Marketing, Communications and Events Manager was in the process of organising some appropriate music for the event and grant funding was being investigated.  
Approval had been received from English Heritage to hold this event in the Bishop's Waltham Palace  
The Museum Trust and site owner would be notified of the developing event plans.  
**Action: Marketing, Communications and Event Manager**  
**Resolved: To apply for the grant in relation to the anticipated costs of the VE Day 80 Anniversary event.**  
**Action: Marketing, Communications and Event Manager**  
**Proposed: Cllr Nicholson**  
**Seconded: Cllr Marsh**  
**All in favour**
- CE186/24 Summer Event – Update from Working Group – for consideration**  
Approval had been received from English Heritage to hold this event in the Bishop's Waltham Palace and the working group would meet to progress with the event organisation.
- CE187/24 Correspondence: Invitation from the Town Team to Participate in KidSTreat – for consideration**  
It was suggested that an activity be selected from amongst the games being stored by the Parish Council.  
**Resolved: To recommend to Full Council that the Parish Council participate in the KidSTreat event on Sunday 6<sup>th</sup> July and to ask for volunteers to run the stall.**  
**Proposed: Cllr Conduct**  
**Seconded: Cllr Latham**  
**6 in favour. 1 abstention**  
**Action: Committee Officer**
- CE188/24 Correspondence: Request from Bishop's Waltham In Bloom – for consideration**  
The correspondence received was duly considered, and the representatives present gave added clarification of the increasing costs involved in providing the town's floral displays. The relevant legal powers of the Parish Council were clarified, including that given under the Highways Act 1980 (Section 96).

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**Resolved:** To recommend to the Finance, Policy and Resources Committee that ringfenced funding for Bishop's Waltham in Bloom be considered for inclusion in the Parish Council budget for the 2026/27 financial year.

**Proposed:** Cllr Nicholson

**Seconded:** Cllr Conduct

**All in favour.**

**Action:** Committee Officer

**CE189/24**

**'Rethinking Rubbish' Greening Event Update** – *for consideration*

Councillors would be asked to support one of the two council events being run on this day.

**Action:** Marketing, Communications and Event Manager

**Resolved:**

- i) To receive the tabled report regarding the Rethinking Rubbish event being organised by Sustainable Bishop's Waltham to be held on Saturday 22<sup>nd</sup> March, as part of the Greenings campaign.
- ii) To grant retrospective permission for the hooks that had been added to the Red Lion Street Information Kiosk to support the Borrow Bag scheme.

**Proposed:** Cllr Jelf

**Seconded:** Cllr Webb

**All in favour.**

**CE190/24**

**Update from Sustainable Bishop's Waltham** – *for information*

Noted. The Thermal Imaging Camera loan scheme had been very popular, and the original waiting list had now been completed.

**CE191/24**

**Councillors' Report**

i) **North Pond Conservation Group Meeting** – *for information*

Noted. Councillor Latham volunteered to attend the meeting with the Environment Agency.

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

Noted.

iii) **Museum Trust Town Team Meeting** – *for information*

Noted.

**CE192/24**

**Chairperson's Report** – *for information*

Noted.

**CE193/24**

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

Further to review of the Financial Risk Assessment reports from grant recipients would be given higher priority.

**CE194/24**

**Date of next meeting – 24<sup>th</sup> March 2025**

Noted.

The meeting closed at 8.20 pm.