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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 24th March 2025 at 7:00pm**

Present

Cllr Conduct	
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

- CE195/24 To receive and accept apologies for non-attendance.**
All councillors present. Apologies had been received from the Marketing Communications and Events Manager.
- CE196/24 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**
None relating to the business of the meeting.
- CE197/24 To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.**
Cllr Jelf – Agenda item 13 (KidSTreat – BWPC Activity Planning Update)
- CE198/24 Public Session**
Correspondence had been received from an organisation called My Home Made Better, was agreed that Councillor Jelf would attend the launch event.
- The Parish Council's Clean Up and Rethinking Rubbish (Greenings campaign) events, run on Saturday 22nd March, were agreed to have run smoothly; attendance has been sufficient to make the events worthwhile but were not as well attended as some previous events. Full event reports would be included as agenda items in the Committee's April meeting.
- The Litter Partnership would be contacted to see if another litter pick could be organised for the approaches of Bishop's Waltham. **Action: Cllr Jelf**
- CE199/24 To approve the minutes from the meeting of 24th February 2025**
Resolved: To approve the minutes of the meeting of 24th February 2025
Proposed: Cllr Conduct
Seconded: Cllr Wood
All in favour.
- CE200/24 Actions arising from the meeting of the Community & Environment Committee – 24th February 2025**
Responses regarding promotion in local free publications would be brought to the Committee as a future agenda item.
- CE201/24 Financial position year to date – to note the current position**
Noted. Efforts were being taken to maximise the usage of the existing budget before year end.
- CE202/24 Grants Update – for information**
Noted.

- CE203/24 BWPC Website Project Update – for consideration**
The working group has been pleased to receive the preliminary designs. Greater priority would be given to the diary to see availability of the Council's hireable halls and the events diary.
Resolved: To pass the preliminary designs received to Full Council to update them on the current status of the project.
Proposed: Cllr Marsh
Seconded: Cllr Conduct
All in favour. **Action: Clerk**
- CE204/24 Annual Meeting of the Parish Event Update from Working Group – for information**
The presentation that had been recently delivered to BW Society by Councillor Latham and Councillor Williams was raised for potential inclusion in the AMP. Content had included topics such as the Local Plan Material, BWPC projects and devolution. Feedback from the presentation had been very positive.
Councillor Williams would be asked to attend a working group meeting to see how the presentation content could be integrated into the event scheduled. **Action: AMP Working Group**
- CE205/24 VE Day 80 Event – Update for the Working Group – for consideration**
The event plan was progressing, and the tabled event poster was well received by the Committee. Members of the public had expressed interest in whether the Parish Council was organising a commemorative event to mark the occasion, and so promotion of the event would start as soon as possible. **Action: Marketing, Communications and Event Manager**
Uniformed organisations would be made aware of the event in case they would like to participate. **Action: Marketing, Communications and Event Manager**
Resolved: To commence with the promotion of the VE Day 80 event and to share the poster with local organisations.
Proposed: Cllr Jelf
Seconded: Cllr Webb
All in favour
- CE206/24 Summer Event – Update from Working Group – for consideration**
A meeting of the working group would be scheduled to progress with the event planning and to meet with representatives of English Heritage. **Action: Marketing, Communications and Event Manager**
Elements of the event organisation such as the Temporary Event Notice would be proceeded with. **Action: Marketing, Communications and Event Manager**
- CE207/24 KidSTreat – BWPC Activity Planning Update – for consideration**
Resolved: To create an activity that would involve promotion of the Parish Council's play areas to be available for children to participate in at the Parish Council's KidSTreat stall, as well as some of the activities already owned by the Parish Council.
Proposed: Cllr Marsh
Seconded: Cllr Conduct
6 in favour. 1 abstention **Action: Councillor Jelf**
- CE208/24 Update from Sustainable Bishop's Waltham – for information**
Noted. A report from the Rethinking Rubbish event would be included in the Committee's April meeting. Councillor Latham shared an update of the Bike Bus initiative which Sustainable Bishop's Waltham were working with the Bishop's Waltham Junior School to organise. This would form the basis of a future agenda item. **Action: Councillor Latham/ Sustainable Bishop's Waltham**
- CE209/24 Councillors' Report**
i) Museum Trust Town Team Meeting – for information
Noted.
i) Town Team Meeting – for information
Noted.

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- CE210/24** **Chairperson's Report – for information**
Noted.
- CE211/24** **Requests for Future Agenda Items – for information only**
Clean Up Event Report
Rethinking Rubbish
Bike Bus
- CE212/24** **Date of next meeting – 28th April 2025**
Noted.
- CE213/24** **Motion for Confidential Business**
On completion of the above business the following motion will be moved:
'That in view of the Confidential nature of the business about to be transacted involving
Commercially Sensitive Business, and possible legal matters, as detailed below it is in the public
interest that the public and the press be temporarily excluded and they are instructed to withdraw'.
- CE214/24** **Quotation for Military Band for VE Day 80 BWPC Event – for ratification**
Resolved: To request ratification from the Finance, Policy and Resources Committee and Full
Council for the use of unbudgeted funds to secure a booking with DDRK Oompah Band at the cost
of £1,100.00 for the Parish Council's VE day 80 event of Thursday 8th May 2025.
Proposed: Cllr Latham
Seconded: Cllr Jelf
All in favour
- Action: Committees Officer**

The meeting closed at 8.24 pm.