



**Bishop's Waltham Parish Council**  
**Minutes of the Meeting of the Parish Council**  
**Community and Environment Committee**  
**held at The Jubilee Hall on Tuesday 27<sup>th</sup> May 2025 at 6:00pm**

**Present** Cllr Latham Outgoing Vice Chairman, Incoming Chairman  
Cllr Marsh Incoming Vice Chairman  
Cllr J Wood

**In attendance:** C Wilkinson Committees Officer

**Members of the public:** 1

**CE001/25 To elect the Chairman of the Committee.**  
**Resolved: To elect Cllr Latham as Chairman of the Committee.**  
**Proposed: Cllr Wood**  
**Seconded: Cllr Marsh**  
**All in favour.**

**CE002/25 To elect the Vice Chairman of the Committee.**  
**Resolved: To elect Cllr Marsh as Vice Chairman of the Committee.**  
**Proposed: Cllr Wood**  
**Seconded: Cllr Latham**  
**All in favour.**

**CE003/25 To appoint representatives to the Chamber of Trade, Museum Trust, North Pond Conservation Group, and Town Team – for consideration**

Organisation	Representative	Stand In Representative
Chamber of Trade	Cllr Marsh	Cllr Latham
Museum Trust	Cllr Wood	Cllr Latham
North Pond Conservation Group	Cllr Conduct	Cllr Latham
Town Team	Cllr Wood	Cllr Marsh

**Resolved: To appoint representatives to Community Organisations as tabled above.**  
**Proposed: Cllr Marsh**  
**Seconded: Cllr Latham**  
**All in favour.**

**CE004/25 Reappointment of Committee working groups for 2025/26**  
Working groups tasked with the organisation of Parish Council events (for example the Annual Meeting of the Parish and VE Day 80 Beacon Event Working Groups), were dissolved following the conclusion of the events due to the nature of their objectives.  
The following Committee working groups were agreed by the Committee.

Budgeting Working Group	Newsletter Working Group	Summer Event Working Group
Cllr Latham	Cllr Williams	Cllr Latham
Cllr Marsh	Cllr Wilson	Cllr Wood
Committees Officer	Marketing, Communications and Events Manager	Marketing, Communications and Events Manager
Marketing, Communications and Events Manager		

Website Working Group
Cllr Conduct
Cllr Latham
Marketing, Communications and Events Manager

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Resolved:

- i) To appoint the Committee working groups for 2025/26 as tabled above.
- ii) To dissolve the Christmas Tree and Environmental Initiatives working groups.

Proposed: Cllr Latham

Seconded: Cllr Wood

All in favour.

- CE005/25** To receive and accept apologies for non-attendance.  
Councillor Conduct - family commitment  
**Resolved: To accept apologies for non-attendance.**  
Proposed: Cllr Latham  
Seconded: Cllr Wood  
All in favour.
- CE006/25** To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.  
None relating to the business of the meeting.
- CE007/25** 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.
- CE008/25** Public Session  
No members of the public present.
- CE009/25** To approve the minutes from the meeting of 28<sup>th</sup> April 2025  
**Resolved: To approve the minutes of the meeting of 28<sup>th</sup> April 2025.**  
Proposed: Cllr Marsh  
Seconded: Cllr Wood  
All in favour.
- CE010/25** Actions arising from the meeting of the Community & Environment Committee – 28<sup>th</sup> April 2025  
Noted.
- CE011/25** Financial position year to date – *to note the current position*  
Noted.
- CE012/25** Party in the Palace 2025 Planning Update – *for consideration*  
Noted. A meeting of the working group was planning for Monday 9<sup>th</sup> June at 9am to focus on planning the music and children's entertainment elements of the event.
- CE013/25** Parish Council Stall at Family Fun Day – *for consideration*  
It was considered whether the voting jars could be used as a means of encouraging engagement from younger event attendees.  
**Resolved: To take the skittle alley to the Bishop's Waltham Rotary's Family Fun Day event and to display information resources taken from the Annual Meeting materials, along with an activity to encourage engagement from young people.**  
Proposed: Cllr Latham  
Seconded: Cllr Wood  
All in favour.
- CE014/25** Newsletter Update – *for consideration*  
The summer newsletter had been drafted by the Marketing, Communications and Events Manager and would be passed to the working group in due course for review.
- CE015/25** Annual Meeting of the Parish Event Report – *for information*  
The tabled report was received by the Committee.



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A lectern or staging to raise speakers to make them more easily viewable would be of benefit for future events. Whether the Men's Shed could be asked whether they could make something for the Parish Council's use was raised. **Action: Marketing, Communications and Events Manager**

Councillor Wood was planning to ask residents at an upcoming Councillors' Surgery for input regarding how to attract more young people to Parish Council events. The event was agreed to have been successful and well-attended.

**CE016/25 VE Day 80 Beacon Event Report – for information**

The Military Band had been well received by attendees, and the event was felt to provide a valuable means of marking this important occasion as a community.

The success of the event as an opportunity for the community to gather led the committee to consider whether another evening event at the Palace ruins would be well-received.

At this point a second member of public joined the meeting.

**CE017/25 HCC Local Nature Recovery Strategy Consultation – for consideration**

The Hampshire and Isle of Wight Wildlife Trust would be asked for their guidance to help inform the Parish Council's response.

**Resolved: Councillor Latham was to supply a response to the HCC Local Nature Recovery Strategy public consultation.**

**Proposed: Cllr Wood**

**Seconded: Cllr Marsh**

**All in favour.**

**Action: Councillor Latham**

**CE018/25 Update from Sustainable Bishop's Waltham – for information**

The tabled report was received by the Committee.

SusTrans had been working with the group organising the Cycle Bus and as a result the route had been modified because they were not happy for children to cycle along the Corhampton Road even when supervised. A documented statement from SusTrans to record their stance regarding the Corhampton Road would be requested.

**Action: Councillor Latham**

**CE019/25 Town Team Minutes – for information**

This agenda item was withdrawn.


**CE020/25 Requests for Future Agenda Items – for information only**

Christmas Tree

**CE021/25 Date of next meeting – 23<sup>rd</sup> June 2025**

It was noted that this meeting would return to the usual time of 7pm.

The meeting closed at 6.55 pm.

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