



**BISHOP'S WALTHAM PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council held on**  
**Tuesday 11<sup>th</sup> November 2025 at The Jubilee Hall commencing at 7pm**

**Present:**

Cllr Conduct	Chairperson of the Council
Cllr Homer	
Cllr Jones	
Cllr Latham	(and WCC Councillor)
Cllr Marsh	
Cllr McLean	
Cllr Miller	(and WCC Councillor)
Cllr Nicholson	(Vice Chair of the Council)
Cllr Sherwood	
Cllr Williams	(and WCC/HCC Councillor)
Cllr Wilson	
Cllr Wood	

**In attendance:**

Mrs E McKenzie	Executive Officer
Mrs C Wilkinson	Committees Officer

Members of the public: 4

**PC209/25 To receive and accept apologies for non-attendance**

Cllr Webb – family commitment

**Resolved: to accept apologies for non-attendance**

**Proposed: Cllr Nicholson**

**Seconded: Cllr Jones**

**All in favour**

**PC210/25 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

Cllr Miller - PC226/25

**PC211/25 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**

None.

**PC212/25 Public Session**

Points raised by members of the public:-

- Thickets Farm – concerns over people living on the site were highlighted, despite reports to enforcement, and development plans not being consulted over. The current screening application was explained as an initial notification before a full planning application was submitted. It was recommended that only comments relating to the possible requirement of an environmental impact assessment should be made at this time. It was reminded that further comments on the full application would be needed to ensure planning officers were aware of community responses.
- Locks Farm Solar Farm – further concerns were raised relating to the planning conditions set for the site such as types of materials used, roadways formed and protection of veteran trees. Enforcement was aware of these issues with investigation and monitoring ongoing.
- Drop Kerb Report – a report had been created by a wheelchair user highlighting the accessibility issue of inappropriate kerb heights needing adjustment to be legally compliant. This was referred to the Planning and Highways Committee for further consideration and to refer onto Winchester City Council for action.

**PC213/25 To receive the report from the County Council and District Council Representatives**

Councillors mentioned:-

- Budget consultation from HCC due for response
- Residents raising concerns about Thickets Farm screening application and also land for sale

north east of Rareridge Lane.

- Local Government Reform (LGR) updates were provided, noting that next stage consultation would be very important to respond to.
- Winchester currently consulting their residents regarding parish, town and city status.
- It was noted that many other areas of the country were also concerned about LGR and county divisions.

*Cllr Latham left the meeting at 7:23pm.*

**PC214/25 To receive the Minutes of the Committees of the Parish Council**

**Resolved: To receive the Minutes of the Committees of the Parish Council**

**Proposed: Cllr Jones**

**Seconded: Cllr McLean**

**All in favour**

**PC215/25 Approval of the minutes of the meeting 14<sup>th</sup> October 2025**

**Resolved: To approve the minutes of the meeting 14<sup>th</sup> October 2025**

**Proposed: Cllr Marsh**

**Seconded: Cllr Wilson**

**All in favour who were in attendance at the meeting of 14<sup>th</sup> October 2025**

**PC216/25 Actions arising from the minutes of the meeting 14<sup>th</sup> October 2025**

**Noted.**

**PC217/25 To receive current financial statement and balance sheet**

**Resolved: to receive current financial statement and balance sheet**

**Proposed: Cllr Williams**

**Seconded: Cllr Nicholson**

**All in favour**

**PC218/25 Readvertisement of the Casual Vacancy for Co-option**

**Resolved: to readvertise the casual vacancy and to seek to fill the vacancy by co-option**

**Proposed: Cllr Conduct**

**Seconded: Cllr Nicholson**

**All in favour**

**ACTION: Executive Officer**

**PC219/25 Well House - Update**

The completed sale of the property was noted.

**PC220/25 Reinvestment of Funds**

To benefit from the best rate, it had been agreed at the Finance, Policy and Resources Committee meeting of 4.11.25 to approve the reinvestment immediately and for Full Council to ratify it.

**Resolved: to ratify the reinvestment of £834,891.62 with Arbuthnot Latham for 3 months at 3.3%**

**Proposed: Cllr Conduct**

**Seconded: Cllr Williams**

**All in favour**

**PC221/25 Council Insurance Policy 2025-26**

The process of gathering quotations had been undertaken by the Finance Manager and recommendations within a summary tabled. Thanks were given for this diligent work.

**Resolved: to approve the appointment of James Hallam (Independent Brokers) for a period of three years (£12,405.65 per annum) with added cyber insurance at a cost of £1058.00 per annum.**

**Proposed: Cllr Conduct**

**Seconded: Cllr Jones**

**All in favour**

**PC222/25 Parish Council Draft Budget Setting and Precept for 2026/27**

The many spreadsheets were tabled detailing the draft budget for 2026/7. This was carefully considered noting that some spending increases were beyond the Council's control. It was felt that the budget represented good value for residents in keeping up high standards of services for the

town. It was reminded that the budgets should be robust to cover maintenance, projected projects and contingencies for emergencies as well as prepare for costs related to devolved services.

**Resolved: to refer the draft budget back to Committees for any final adjustments before final presentation at December's Full Council meeting.**

**Proposed: Cllr Jones**

**Seconded: Cllr Miller**

**All in favour**

#### **PC223/25 Planning Applications**

**Resolved: To ratify the recommendations of the Planning & Highways Committee**

**Proposed: Cllr Conduct**

**Seconded: Cllr Jones**

**9 in favour, 2 abstentions**

#### **PC224/25 Correspondence- Fields northeast of Rareridge Lane**

Correspondence was noted from residents. The Planning and Highways Committee representatives explained that the land was extremely unlikely to be eligible as an asset of community value, there was no funding available for buying community land and the South Downs National Park had very restrictive uses permitted for their land.

**Resolved: to note the correspondence received and the points made by the P&H Committee representatives in relation to this matter.**

**Proposed: Cllr Conduct**

**Seconded: Cllr Jones**

**All in favour**

#### **PC225/25 Grant Award Recommendations from the Community and Environment Committee**

The Community and Environment Committee had recommended grant awards in light of the large quantity of applications received. The grant awards proposed would result in a total of £3,578.86 of the remaining budget of £3,650 being awarded. The awards were fairly and carefully considered.

<b>Group</b>	<b>Purpose</b>	<b>Proposed Award</b>	<b>Legal Power</b>
Bishop's Waltham Cricket Club	Coaching training New mower	<b>£600.00</b> (Applied for £2,200)	Local Government Act 1976 s.19
Bishop's Waltham Festival	Event gazebos	<b>£0</b> (Applied for £900)	n/a
Bishop's Waltham Fishing Club	Re-surfacing fishing platforms and pathways. Replacement/repairs to gates and perimeter fence	<b>£450.00</b> (Applied for £1,200)	Local Government Act 1976 s.19
Bishop's Waltham Men's Shed	Two aluminium pop-up gazebos	<b>£0</b> £1,450	n/a
Bishop's Waltham North Pond Conservation Group	To build a sand martin habitat at Bishop's Waltham North Pond	<b>£0</b> (Applied for £1,000)	n/a
Bishop's Waltham Thursday Luncheon Club	Hot cupboard/trolley	<b>£1,098.86</b> (Applied for £1,098.86)	Local Government Act 1972 s.133
Bishop's Waltham Youth Trust	Community minibus Hall rental	<b>£720.00</b> (Applied for £820)	Local Government Act 1976 s.19
Citizens Advice Winchester District	Funding for quarterly volunteer team meetings Funding for volunteer expenses	<b>£0</b> (Applied for £900)	n/a
Folk Active CIC	Funding for Hampshire Schools Ceilidh (£400 would almost cover the cost of the band)	<b>£0</b> (£400 or any contribution)	n/a

Girl Guides Bishop's Waltham	Chairs and tables	<b>£710.00</b> (Applied for £3,931.20)	Local Government Act 1972 s.133
Meon Valley Heartstart	Training for instructors	<b>£0</b> (Applied for £450)	n/a
<b>Total of funds recommended</b>		<b>£3,578.86</b>	

**Resolved: to approve the grant awards as recommended by the Community and Environment Committee to a cost of £3,578.86.**

**Proposed: Cllr Marsh**

**Seconded: Cllr Miller**

**All in favour**

**ACTION: Executive Officer**

Cllr Wilson went out of the meeting briefly at this point but returned to include her vote.

#### **PC226/25 'Singing in the Square' – Request for Funding from the Town Team**

**Resolved: to approve the spend of £240 for funding of the road closure to enable the Town Team's 'Singing in the Square' event to take place on 23<sup>rd</sup> December 2025. Spend agreed as to be taken from the Community and Environment Committee events budget line.**

**Proposed: Cllr Jones**

**Seconded: Cllr Homer**

**10 in favour, 1 abstention**

**ACTION: To liaise with community groups to plan a 'joint road closure' application if possible for 2026**

**ACTION: Committees Officer/ Marketing, Communications and Events Manager**

#### **PC227/25 Basingwell Street Car Park Public Toilets Contract**

The Memorandum of Understanding was considered alongside the letter from Winchester City Council stating three options for the public facility management from April 2026.

**Resolved:**

- 1) to accept the Memorandum of Understanding after clarification of point 3.1 and 3.3**
- 2) to meet WCC regarding Options from April 2026: to discuss Option 1, with full disclosure of meter readings, utility bills and maintenance invoices, and further consideration of Option 2.**
- 3) To appoint Cllr Jones, Cllr Miller and Cllr Williams as the working group for this project**

**Proposed: Cllr Marsh**

**Seconded: Cllr Jones**

**All in favour**

**ACTION: Executive Officer**

#### **PC228/25 Report from Site Visit to Bishop's Waltham Cricket Club**

The report tabled from the Cricket Club representative was noted alongside Cllr Homer's verbal report. The site was noticeably clearer and tidier which was very positive news. Next steps to be taken were in relation to moving the flat pack second pavilion still stored on the grounds and checking the buildings to ensure fire safety regulations were in place. The Club Chairman was required to attend the next meeting. The query raised regarding a second cricket ground was confirmed as not a Parish Council project at this time.

**Resolved: to write two letters to the Cricket Club Chairman:-**

- 1) To confirm that there was no Parish Council land currently available for a second cricket ground**
- 2) To provide a response to the third visit and set a fourth site meeting, to include the Club Chairman, to review fire safety plans on site**

**Proposed: Cllr Homer**

**Seconded: Cllr Wood**

**All in favour**

**ACTION: Executive Officer**

#### **PC229/25 Chairman's Report**

Noted. The Chairperson gave thanks to all who attended the Remembrance Day events and to the Marketing, Communications and Events Manager and support staff for managing these popular community activities.

**PC230/25 Councillors' Reports**

None presented at this meeting.

**PC231/25 Executive Officer's Report**

Noted. The proposed meeting to discuss a possible pedestrian crossing was still pending.

**PC232/25 ACSO Report**

Noted. A more positive public image was seen following a change in uniform with an increased respect shown to the role.

**PC233/25 Councillors' Surgery – Report and Future Meetings**

Report noted and surgery of 28.11.25 confirmed as being covered by Cllr Latham and Cllr Wood.

**PC234/25 Requests for future agenda items**

Interactive Information Board

**PC235/25 Date of next meeting - Tuesday 9<sup>th</sup> December 2025 -** Noted.

**PC236/25 Motion for confidential business:**

The following motion will be moved on the completion of the above business:

**That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.**

**PC237/25 Recommendation from the Finance, Policy and Resources Committee****i) Quotations for Remedial Works to the Pondside Lane Bridleway**

Item withdrawn as the Finance, Policy and Resources Committee had referred this project back to the Halls and Grounds Committee for further consideration.

**ii) Quotation for Replacement Screen for a Jubilee Hall Car Park Ticket Machine**

The matter was duly deliberated and agreed as a necessary spend.

**Resolved: To approve a replacement screen be purchased for the ticket machine located at the rear of the Jubilee Hall car park at a total cost of £554.62, excluding VAT.**

**Proposed: Cllr Jones**

**Seconded: Cllr Nicholson**

**All in favour**

**iii) Quotations for a new Electricity Contract for Parish Council Buildings**

The matter was carefully considered and it was recognised that prices changed regularly so delegated authority would be needed to confirm the best pricing with a reputable company.

**Resolved: To approve delegated authority be given to the Estates Manager, Finance Manager and Finance, Policy and Resources Chairman to accept the best value electricity supplier for each of the Parish Council's sites, for one-year electricity contracts (with the exception of the Jubilee Hall that would be considered later in December).**

**Proposed: Cllr Nicholson**

**Seconded: Cllr Jones**

**All in favour**

**iv) Invoice for Installation of Ground Sockets for Speed Indicator Poles**

The work was noted as already completed and therefore ratification was required for this necessary spend that had gone over the originally agreed budget.

**Resolved: To ratify the cost of £759.59 including VAT from Hampshire County Council for the installation of ground sockets for removable SID posts.**

**Proposed: Cllr Williams**

**Seconded: Cllr Sherwood**

**All in favour**

There being no other business the meeting ended at 8:25pm.

DRAFT