



**Bishop's Waltham Parish Council.  
NOTICE OF THE MEETING OF  
BISHOP'S WALTHAM PARISH COUNCIL**

I hereby give you notice that the **MEETING of the PARISH COUNCIL** will be held at **7.00pm** in the Jubilee Hall, Little Shore Lane on Tuesday 13<sup>th</sup> February 2024.  
Dated this 6<sup>th</sup> February 2024.

*EMcKenzie*  
Executive Officer

**The meeting will be open to the press and public unless the Council direct otherwise.  
All papers/reports are available from the Council offices (except where classified as  
confidential).**

**Business to be transacted**

1. To receive and accept apologies for non-attendance
2. To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda
3. To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda
4. Public Session – to last no longer than 30 minutes - *for information*
  - i) Town Team Presentation
5. To receive the reports from the County Council and District Council Representatives
6. To receive the Minutes of the Committees of the Parish Council
7. To approve the Minutes of the Meeting 16<sup>th</sup> January 2024
8. Actions arising from the minutes of the meeting of 16<sup>th</sup> January 2024 - *for information*
9. To receive current financial statement and balance sheet
10. Quarterly Budget Review – *for consideration*
11. Planning Applications:  
To ratify the recommendations from the Planning & Highways Committee
12. Notice of a Casual Vacancy and Co-option – *for consideration*
13. Asset of Community Value - Re-registration – *for consideration*
14. Annual Meeting of the Parish 2024 – Planning – *for consideration*
15. Parish Council Website – Update - *for consideration*
16. Response to Men's Shed Request for Land Lease at Albany Road – *for approval*
17. Annual Asset Register Check – Appointment of Working Group
18. Chairman's report - *for information only*



19. Councillors' reports – *for information only*
  - i) Meeting with WCC Traffic Management Team 31.1.24
20. CSO Report – *for information only*
21. Councillors' Surgery – Report and Future Meetings – *for consideration*
22. Requests for future agenda items - *for information only*
23. Date of next meeting – 12<sup>th</sup> March 2024
24. 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.**

25. Facilities Review - Update from the Finance, Policy and Resources Committee – *for consideration*
  - i) Progression in Purchase of St John Ambulance Hall
  - ii) Update on, and Options for, Well House
26. Recommendations from the Halls and Grounds Committee
  - i) Skatepark Contractor Supplier and Project Cost – *for ratification*
  - ii) Solar Panels for Jubilee Hall – *for consideration*
  - iii) Albany Road Play Area Tenders – *for consideration*

## COUNTY COUNCILLOR ROB HUMBY'S REPORT

FEBRUARY 2024

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### **New County Council Cabinet Portfolios**

#### **Adult's Health and Care:**

- Executive Lead Member, Cllr Liz Fairhurst; and
- Executive Member, Cllr Jan Warwick

#### **Children's Services:**

- Executive Lead Member, Cllr Edward Heron; and
- Executive Member, Cllr Steve Forster

#### **Universal Services:**

- Executive Lead Member, Cllr Nick Adams-King; and
- Executive Member, Cllr Russell Oppenheimer

#### **Hampshire 2050 and Corporate Services**

- Leader, Cllr Rob Humby; and
- Deputy Leader, Cllr Roz Chadd

#### **HR, Performance, Communications and Inclusion and Diversity**

- Executive Member, Cllr Kirsty North

**PLEASE DO NOT FORGET TO PROVIDE YOUR VIEWS ON THE FUTURE OF SOME LOCAL SERVICES AS STEPS BY THE AUTHORITY TO HELP MEET A £132 MILLION BUDGET SHORTFALL BY APRIL 2025**

[Residents' views sought on proposals for future services in Hampshire | Hampshire County Council \(hants.gov.uk\)](#)

### **VIEWS WANTED ON PROPOSED UPDATED HAMPSHIRE MINERALS AND WASTE PLAN**

Residents, businesses, public organisations, the voluntary sector and other stakeholders are being asked to comment on an updated Hampshire Minerals and Waste Plan – the 'Proposed Submission Plan' – ahead of the Plan's examination by the Government's Planning Inspectorate

[Views wanted on proposed updated Hampshire Minerals and Waste Plan | Hampshire County Council \(hants.gov.uk\)](#)

### **TRANSFORMING COUNTY COUNCIL IN-HOUSE RESIDENTIAL AND NURSING CARE**

Final recommendations have been published relating to proposals to transform the County Council's in-house residential and nursing accommodation for older people to better meet the future requirements of a growing elderly population with increasing needs, including complex dementia and nursing care

[Transforming County Council in-house residential and nursing care | Hampshire County Council \(hants.gov.uk\)](#)

### **GREEN LIGHT FOR CHANGES TO SCHOOL AND POST-16 TRANSPORT POLICIES**

Changes designed to make Hampshire County Council's School Transport Policy more flexible and responsive to individual children's needs have been given the seal of approval. Councillor Edward Heron, the County Council's Cabinet Lead Member for Children's Services, agreed the changes at his Decision Day on Friday 19 January

[Green light for changes to School and Post-16 Transport Policies | Hampshire County Council \(hants.gov.uk\)](#)



## **MORE THAN 5,000 NEW SCHOOL PLACES ON HORIZON FOR HAMPSHIRE OVER NEXT THREE YEARS**

A proposed major investment of £242 million could create 5,312 extra school places in Hampshire by September 2027

[More than 5,000 new school places on horizon for Hampshire over next three years | Hampshire County Council \(hants.gov.uk\)](https://hants.gov.uk/news/more-than-5000-new-school-places-on-horizon-for-hampshire-over-next-three-years)

## **LOVING HOMES NEEDED IN HAMPSHIRE FOR CHILDREN SEEKING REFUGE**

Hampshire County Council is renewing its call for vitally needed foster carers to support vulnerable children seeking refuge in the UK

[Loving homes needed in Hampshire for children seeking refuge | Hampshire County Council \(hants.gov.uk\)](https://hants.gov.uk/news/loving-homes-needed-in-hampshire-for-children-seeking-refuge)

## **WORK SET TO START SOON ON WALKING AND CYCLING IMPROVEMENTS AT ROMSEY ROAD JUNCTION WITH CLIFTON TERRACE, WINCHESTER**

A package of measures to make it easier and safer for people to walk and cycle at a busy Winchester junction will be installed from early February. This includes a new traffic signal-controlled 'puffin' pedestrian crossing on the Romsey Road junction with Clifton Terrace

[Work set to start soon on walking and cycling improvements at Romsey Road junction with Clifton Terrace, Winchester | Hampshire County Council \(hants.gov.uk\)](https://hants.gov.uk/news/work-set-to-start-soon-on-walking-and-cycling-improvements-at-romsey-road-junction-with-clifton-terrace-winchester)

## **HAMPSHIRE COUNTY COUNCIL SETS OUT £2.6BN SPENDING PLANS FOR LOCAL SERVICES IN 2024/25**

Spending proposals for 2024/25, totalling £2.6bn, to keep delivering hundreds of local services to Hampshire's 1.4 million residents will be considered by Hampshire County Council's Cabinet

[Hampshire County Council sets out £2.6bn spending plans for local services in 2024/25 | Hampshire County Council \(hants.gov.uk\)](https://hants.gov.uk/news/hampshire-county-council-sets-out-2.6bn-spending-plans-for-local-services-in-2024-25)

## **TIME TO TALK DAY : LET'S 'CHAT ABOUT' MENTAL HEALTH**

Hampshire County Council is taking the opportunity of Time to Talk Day to remind residents about its Chat About scheme in libraries, which aims to help people connect with others to alleviate loneliness and improve wellbeing

[Time to Talk Day: Let's 'Chat About' mental health | Hampshire County Council \(hants.gov.uk\)](https://hants.gov.uk/news/time-to-talk-day-lets-chat-about-mental-health)

## **HAMPSHIRE COUNTY COUNCIL CHAMPIONS NATIONAL APPRENTICESHIP WEEK 2024**

Hampshire businesses are being offered practical advice and support to ensure their workforce is equipped with skills that will be needed for the future by accessing funded training and in developing high quality apprenticeships

[Hampshire County Council champions National Apprenticeship Week 2024 | Hampshire County Council \(hants.gov.uk\)](https://hants.gov.uk/news/hampshire-county-council-champions-national-apprenticeship-week-2024)

## **HAMPSHIRE SCHOOLS SQUASH VEG MYTHS IN FOOD CHALLENGE**

Primary school children across Hampshire are being encouraged to put their gnashers to work defeating vegetables - one big bite at a time

[Hampshire schools squash veg myths in food challenge | Hampshire County Council \(hants.gov.uk\)](https://hants.gov.uk/news/hampshire-schools-squash-veg-myths-in-food-challenge)

## **GREEN AND THRIFTY FORTNIGHT – LEARN HOW TO SAVE MONEY AND HELP THE PLANET TOO!**

Hampshire Library Service is launching its first ever Green and thrifty Fortnight this month (10-24 February), with lots of free climate-friendly events designed to help save money

[Green and Thrifty Fortnight – learn how to save money and help the planet too! | Hampshire County Council \(hants.gov.uk\)](https://hants.gov.uk/news/green-and-thrifty-fortnight-learn-how-to-save-money-and-help-the-planet-too)

## **HAVE YOUR SAY – HOUSEHOLD WASTE RECYCLING CENTRE PROPOSALS**

A statement from Councillor Rob Humby, Leader of Hampshire County Council, encouraging residents to give their views on the Future Services Consultation, including proposals on Household Waste Recycling Centres

## **APPLICATIONS NOW OPEN FOR COMMUNITY PANTRY GRANTS**

Hampshire County Council is inviting funding applications from organisations wishing to open community pantries in areas in need, or to support an existing community pantry that helps provide families with food

[Applications now open for community pantry grants | Hampshire County Council \(hants.gov.uk\)](https://hants.gov.uk)

### **Services provided by Hampshire County Council include:**

- [Education and Learning](#) including supporting Hampshire schools. (excluding privately run Academy Schools)
- [Services for children and families](#) including adoption and fostering, safeguarding, and support for young people.
- [Maintenance of Hampshire's roads](#) (except motorways and trunk roads which are the responsibility of National Highways), [licensing](#) for providers who need to work on the highway, and support for operators of [public transport](#).
- [Planning](#) applications for mineral extraction, waste management and public buildings.
- Provision of [social care and health](#) in Hampshire.
- The [Hampshire Library Service](#).
- The [Countryside Service](#), looking after [rights of way](#), and many of the county's [important green spaces](#)
- [Household Waste Recycling Centres](#) where residents can dispose of unwanted items. (District, borough or city councils manage kerbside household waste collections)
- [Trading Standards](#), ensuring fair trading in Hampshire, by supporting the county's businesses and protecting Hampshire consumers.

### **District, borough and city councils**

- Household waste collection
- Domestic planning applications
- Council Tax collection
- Housing

### **Parish, community and town councils**

These councils operate at a level below district and borough councils and in some cases, unitary authorities.

They are elected and can help on a number of local issues, like providing:

- allotments
- public clocks
- bus shelters
- community centres
- play areas and play equipment
- grants to help local organisations
- consultation on neighbourhood planning



## **Bishop's Waltham Parish Council**

13<sup>th</sup> February 2024

### **Agenda Item – Acceptance of Committee Minutes**

Since the last Parish Council meeting (16<sup>th</sup> January 2024) when the Committee minutes were last tabled, Councillors have received copies of the following minutes via email.

Finance, Policy & Resources Committee

9.1.24

#### **Proposal:**

**To accept the Committee minutes as tabled.**





**BISHOP'S WALTHAM PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council**  
**held on Tuesday 16<sup>th</sup> January 2024 at The Jubilee Hall**  
**commencing at 7pm**

**Present:**

Cllr Ford	
Cllr Iro	
Cllr Jelf	
Cllr Latham	
Cllr Marsh	Chair of the Council
Cllr Nicholson	
Cllr Pavey	
Cllr Stallard	
Cllr Webb	
Cllr Williams	(also a WCC Councillor)
Cllr P Wilson	
Cllr T Wilson	

**In attendance:**

Mrs E McKenzie	Executive Officer
Mrs C Wilkinson	Administration Officer
Cllr Miller	WCC Councillor

Members of the public: 6

**PC215/23 To receive and accept apologies for non-attendance**

Cllr Conduct - indisposed

Cllr Jones - work commitment

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

**Proposed: Cllr Nicholson**

**Seconded: Cllr Ford**

**All in favour**

**PC216/23 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

Cllr Williams – agenda item 10 (PC224/23)

**PC217/23 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**

Cllr Jelf – agenda item 12 (PC226/23)

**PC218/23 Public Session**

Three members of the public spoke about their concerns in relation to the HCC Future Services consultation with particular regard to the potential closure of the household waste recycling centre (HWRC). Concerns noted were that residents need this facility, the considerable distance to travel to an alternative site and the increase in potential fly tipping and increase in costs for removal thereof. The suggestion to reduce the number of days open was made for further consideration.

A member of the public raised concern, following a site visit from HCC divers, regarding the road between the ponds and the sluice underneath deteriorating.

**ACTION: To contact HCC with regard to any findings by the divers regarding the ponds and the road between them, and report arising for public attention**

**ACTION: Exec Officer**

The Chairman informed the public that a meeting was being arranged with Hampshire Highways/WCC to review the local roads in terms of safety and yellow lining.

The police's 'crash map' was noted as a recognised reference on road safety.

Cllr Jelf mentioned the forthcoming Youth Club quiz evening and encouraged support.

A reminder was also given to councillors about the Emergency Plan meeting on Monday 22<sup>nd</sup> January at 7pm in the Ruby Room of the Jubilee Hall.

Following the heavy rain recently, a review of the emergency plan was requested following any 'emergency incident' to consider actions required i.e. reordering of sandbags.

A request had been made by a resident for a town Christmas tree. This request would be progressed in due course in liaison with local groups (for example: Chamber of Trade, Town Team).  
Cllr Williams and the Executive Officer had an appointment with the Barclays mobile van to encourage them to visit the town in the future.  
The speedwatch group was hoped to be revived in 2024. Police contact had actively been made and support in place.  
The Bishop's Waltham Social Club listing as an asset of community value had expired. A future agenda item would request it is renewed as such.

**PC219/23 To receive the report from the County Council and District Council Representatives.**  
Cllr Humby's report was noted.

Cllr Miller also noted the expiry of the community asset status. He urged the Parish Council to request that all residents complete the HCC consultation on Future Services and make their comments known. Checks had been made on homes in Claylands Road and Blanchard Road on the night of heavy rain and sandbags given where needed. Cllr Miller had attended an online meeting regarding the water reservoir at Havant and pipeline to Otterbourne. He would be giving a guided walk with Simon Hendey, WCC Strategic Director, on Friday 19<sup>th</sup>.

Cllr Williams reiterated the flood defences at Claylands were working and valves installed were reassuringly holding at present. He also provided updates stating that District grants were available to tap into – which the Parish Council replied that they had earmarked projects to apply for. Cllr Williams had walked the Ridgemedes estate with the WCC Community Engagement Officer and discussed parking issues there and how to possibly resolve them.

**PC220/23 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 Marsh**  
**Seconded: Cllr Nicholson**  
**All in favour**

**PC221/23 Approval of the minutes of the meeting 12<sup>th</sup> December 2023**  
**Resolved: to approve the minutes of the meeting 12<sup>th</sup> December 2023**  
**Proposed: Cllr Webb**  
**Seconded: Cllr Pavey**  
**All in favour who were in attendance at the meeting of 12<sup>th</sup> December 2023.**

**PC222/23 Actions arising from the minutes of the meeting 12<sup>th</sup> December 2023**  
The Executive Officer provided updates on actions in progress. Noted.  
The South Pond was noted as an ongoing action in regard to maintenance. A request would be made to HCC and Environmental Agency to give a response regarding the current status of the ponds.

**PC223/23 To receive current financial statement and balance sheet**  
**Resolved: to receive current financial statement and balance sheet**  
**Proposed: Cllr Nicholson**  
**Seconded: Cllr Latham**  
**All in favour**

**PC224/23 Planning Applications – Ratification of the Recommendations of the Planning & Highways Committee**  
**Resolved: to ratify the recommendations of the Planning & Highways Committee**  
**Proposed: Cllr Ford**  
**Seconded: Cllr Jelf**  
**11 in favour, 1 abstention**

**PC225/23 Hampshire Together NHS – Hospitals Consultation**  
There was a clear need to continue to publicise this consultation to residents to respond to. The meeting in Bishop's Waltham on 22<sup>nd</sup> February at the Jubilee Hall would be highlighted so residents



could attend and ask questions directly to the NHS representatives. It was agreed that the Parish Council would send its response following this meeting.

#### **PC226/23 HCC Future Services Consultation**

The outline proposals were discussed and how to investigate the impact of such cuts were considered. The emphasis on consulting with other affected parishes was noted, and the opportunity to work on joint services highlighted.

**Resolved: to appoint a working group of Cllr Iro, Cllr Marsh, Cllr Nicholson and Cllr Williams to gather further information on the services affected and investigate effects on residents/the town, seek options and formulate responses to the consultation**

**Proposed: Cllr Stallard**

**Seconded: Cllr Ford**

**All in favour**

**ACTION: Exec Officer / Working Group**

#### **PC227/23 Levelling Up and Regeneration Act 2023**

Noted.

#### **PC228/23 Forward Plan 2024-2028**

The current survey results were considered and, in light of new HCC consultation on Future Services, the survey would benefit from additional responses to form a clear Forward Plan for 2024-2028.

**Resolved: to reopen the Forward Plan survey and undertake further consultation on the key topics at the Annual Meeting of the Parish (survey notice to include HCC Future Services Consultation Information)**

**Proposed: Cllr Marsh**

**Seconded: Cllr P Wilson**

**All in favour**

**ACTION: Exec Officer/ Admin Officer**

#### **PC229/23 Annual Meeting of the Parish 2024**

Following the change to the Forward Plan launch, the meeting content would be reviewed and updated by the working group and a new format proposed to be reported back at the next meeting.

**ACTION: To set a meeting of the AMP2024 working group      ACTION: Exec Officer/ Working Group**

#### **PC230/23 Skate Park Opening 2024**

**Resolved: to approve a Skate Park Opening event and the appointed working group, Cllr Latham, Cllr Pavey and Cllr Stallard, to progress the planning thereof and investigate funding options**

**Proposed: Cllr Marsh**

**Seconded: Cllr Latham**

**All in favour**

**ACTION: Admin Officer/Cllr Latham, Cllr Pavey and Cllr Stallard**

#### **PC231/23 Correspondence – Basingwell Street Car Park Facilities**

The correspondence received was duly considered.

**Resolved:**

- i) to request that WCC review disabled car parking spaces to ensure they meet legal standards
- ii) to request that WCC provide a more concealed screening to the bin store
- iii) to review the bin store facility in due course

**Proposed: Cllr Latham**

**Seconded: Cllr Williams**

**6 in favour, 2 objections, 4 abstentions**

**ACTION: Liaise with WCC regarding the disabled car parking spaces and bin store fencing**

**ACTION: Exec Officer**

#### **PC232/23 Chairman's Report**

Noted.

#### **PC233/23 Councillors' Reports**

The minutes of the Southern Parishes meeting of 13.11.23 were within the meeting papers.

Cllr Nicholson gave a short report on the recent Southern Parishes meeting held earlier that day.

Cllr Latham gave short summaries on recent meetings:-

- i) Meeting with Wilder BW (HLOWWT) to review future management of the SINC at Albany Wood
  - ii) Meeting with HCC Countryside Services to consider Bishop's Waltham to Swanmore pathway
- Notes/Minutes of these meetings would follow to the relevant Committee in due course for further consideration.

**PC234/23 CSO Report**

Report noted.

**PC235/23 Councillor Resignation and Notice of a Casual Vacancy**

The Chairman thanked Cllr Ford very much for his service and support to the Council.

**Resolved:**

- i) to note and accept the resignation of Cllr Ford
- ii) To advertise the casual vacancy caused by the above mentioned resignation

**Proposed:** Cllr Marsh

**Seconded:** Cllr Iro

**11 In favour, 1 abstention**

**PC236/23 Requests for future agenda items**

Town Team presentation

Asset of Community Value – Social Club

**PC237/23 Date of next meeting - Tuesday 13<sup>th</sup> February 2024**

Noted.

*The members of the public and WCC councillors had left by this time.*

**PC238/23 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.

**PC239/23 Facilities Review**

- i) Progression in Purchase of St John Ambulance Hall, including funding options
- ii) Update on, and Options for, Well House

Noted.

**PC240/23 Recommendation from the Halls and Grounds Committee – Solar Panels for Jubilee Hall**

The recommendations were duly considered.

**Resolved:** To approve the recommendation from the Halls and Grounds Committee to shortlist the following contractors to supply and install a solar panel and battery storage system at the Jubilee Hall in order of preference and to seek references for each of these contractors.

- Cinergi (Option 2) Price quoted = £63,770.25 excluding VAT
- Greener Future (Option 2) Price quoted = £61,635.98 excluding VAT
- Amptech Price quoted = £64,973.00 excluding VAT

**Proposed:** Cllr Nicholson

**Seconded:** Cllr Pavey

**All in favour**

Thanks were given to the Halls Manager for all his hard work in relation to this project, with the associated working group.

There being no other business the meeting ended at 9:21pm.

**Bishop's Waltham Parish Council**  
**Actions Arising from the meeting of the 16.1.24**

Minute Number	Subject	Action	Date for completion	Action by	Notes
PC100/22, PC126/22, PC183/22, PC201/22, PC236/22, PC272/22, PC016/23, PC054/23, PC119/20, PC134/23, PC159/23, PC181/23, PC210/23, PC238/23	Community Asset	To approve the further actions recommended for the working group.	See any relevant current actions below	DI, KJ, BN, EO	Ongoing. Regular agenda item.
PC232/22, PC016/23, PC038/23, PC097/23	Banking Services	i) To investigate possible options ii) To write to Sainsburys one last time	i) Complete ii) Oct 23	Cllr Williams/ EO	In progress
PC072/23	Assets of Community Value	To relist Blanchard Road play area	Aug-23	EO	
PC125/23	South Pond	i) To register SP as ACV ii) Note transfer ownership iii) Work on Maintenance & Improvement with Beechcroft iv) Undertake tree survey	i) Oct 23 ii) Complete iii) Dec 23 (set schedule) iv) Dec 23 (H&G)	i) EO ii) Complete iii) EO iv) H&G Clerk	
PC135/23	Cricket Club	i) To review and update lease following meeting with WG and reps	Oct-23	EO	Initial meeting held Sept 23. Actions in progress.
PC181/23	Well House	To investigate options	Dec-23	DI (EO)	Meeting held 12.12.23 (KJ,JW)
PC182/23	Men's Shed	To carry out feasibility study	Feb-24	H&G Committee	Referred to H&G
PC199/23	Event Dates 2024	To add in Skate Park Opening event	Jan-24	AO	To outline draft date and event plan by early Jan.
PC210/23	Renaming of St John Ambulance Hall	To circulate new name and install new signage (when appropriate)	Feb-24	EO	To be actioned as and when possible
PC211/23	Vehicle (van) Sale	To gather valuation and action sale of van	Complete	PL/EO/H&G WG	
PC214/23	Access to Priory Park	i) Gather quotation for spur path ii) Review covenant	i) Complete ii) Complete	i) Projects M ii) EO	
PC218/23	Road between Ponds	To contact HCC regarding diver report	Feb-24	EO	
PC226/23	HCC Future Services	To hold WG meeting to discuss matters	Complete	EO/ DI/JM/BN/JW	Meeting held.
PC228/23	Forward Plan	To reopen survey	Complete	EO	To close after AMP 17.4.24
PC229/23	AMP 2024	To hold WG meeting to progress plans	Jan-24	EO/AO	In progress
PC230/23	Skate Park Opening	To hold meeting to progress plans and source funding	Feb-24	AO/RL/MP/RS	Joint H&G/CEC project
PC231/23	Basingwell St Car Park	i) WCC to review disabled parking bays ii) WCC to consider concealed screening iii) review bin storage in due course	i) Feb 24 ii) Feb 24 iii) June 24	EO	Email sent to WCC and initial response gained 17.1.24
PC235/23	Casual Vacancy	To advertise such	Complete	EO	
PC240/23	Solar Panels	To approve short list and H&G to progress reference checking	Complete	H&G (HM/ RL / AW)	In progress

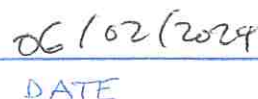


## Detailed Balance Sheet - Excluding Stock Movement

Month 9 Date 29/01/2024

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
100	Debtors	918
105	VAT Control Account	17,779
200	Barclays Business Current Bank	60,932
205	Barclays Active Saver A/c	421,105
210	Barclays Business Premium A/c	138,872
219	A&L 3m Fixed Term Deposit A/c	412,266
250	Petty Cash	44
<b>Total Current Assets</b>		<b>1,051,916</b>
<u>Current Liabilities</u>		
500	Creditors	3,595
565	Holding Deposits	2,511
<b>Total Current Liabilities</b>		<b>6,105</b>
<b>Net Current Assets</b>		<b>1,045,811</b>
<b>Total Assets less Current Liabilities</b>		<b>1,045,811</b>
<u>Represented by :-</u>		
300	Current Year Fund	85,339
310	General Reserves	271,277
315	Montague Rd Play - S106/CIL	949
325	Play Area Equip Maint - CYF	744
330	Replace Tractor - CYF	33,500
335	Replace Transit Van - CYF	5,000
340	Replace Topper / Mower - CYF	33,500
350	Bldings Replace / Refurb - CYF	77,000
351	Purchase of Community Asset	147,826
352	Sale of Asset	(150)
355	Tennis Court Maintenance - CYF	14,000
360	Replace Bus Shelters - CYF	10,000
370	CCTV Hoe Rd - CYF	5,000
373	South F'path -CIL/WCIL/S106	23,062
374	Replace Skate Park - CIL/WCIL	117,583
375	Floor Polisher - CYF	1,500
376	Solar Panels JH - CIL/WCIL	59,750
377	Extend Parking PP - CIL	55,178
378	Albany Road Play - S106/OSF	59,401
379	Building Maintenance - CYF	11,000
380	Name Sign JH - CYF	5,000
385	Electric Shutter Door ES - CYF	2,000
390	Stackable Chairs JH - CYF	1,800
393	WCC CIL Receipts 2021-22	5,011
394	WCC CIL Receipts 2022-23	3,062
395	WCC CIL Receipts 2023-24	12,867
396	SDNP CIL Receipts 2021-22	481
397	SDNP CIL Receipts 2022-23	2,471
398	SDNP CIL Receipts 2023-24	1,660
<b>Total Equity</b>		<b>1,045,811</b>


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Income & Expenditure Report  
2023-24

Total Parish Council

Description	1 April	2 May	3 June	4 July	5 August	6 September	7 October	8 November	9 December	10 January	11 February	12 March	Actual Total Year	Budget Total Year	Variance	% Change	Material Variance Reason (over 25% or £2000)
<b>Finance, Policy and Resources Committee</b>																	
Total Income	E937	E2	E3,301	E4,574	E1,776	E3,459	E5,537	E1,564	E3,634	E1,008	E6,099	E3,003	E34,894	E5,926	E28,968	489%	Bank Interest and Staff Hire
Total Expenditure	E37,216	E32,979	E34,243	E32,747	E26,207	E26,794	E22,187	E61,169	E27,938	E35,213	E28,373	E37,014	E402,080	E371,013	E31,067	8%	Staff costs/redundancy not budgeted/Increased IT charges
Total Net Revenue Expenditure	E36,279	E32,977	E30,942	E28,173	E24,431	E23,335	E16,650	E59,605	E24,304	E34,205	E22,274	E34,011	E367,186	E365,087	E2,099	1%	As above
Total Capital Income	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	Unbudgeted	
Total Capital Expenditure	E250	E170	E0	E0	E0	E0	E0	E0	E0	E0	E0	E2,705	E3,250	E3,250	E0	0%	
Total Net Capital Expenditure	E250	E170	E0	E0	E0	E0	E0	E0	E0	E0	E0	E2,705	E3,250	E3,250	E0	0%	
Total Net Committee Expenditure	E36,529	E33,147	E30,942	E28,173	E24,431	E23,335	E16,650	E59,605	E24,304	E34,330	E22,274	E36,716	E370,436	E368,337	E2,099	1%	As detailed above
<b>Halls and Grounds Committee</b>																	
Total Income	E14,642	E86	E5,913	E7,602	E6,730	E9,069	E9,598	E9,645	E5,017	E10,368	E6,112	E6,032	E89,774	E90,352	£-578	1%	
Total Expenditure	E7,997	E7,462	E15,915	E6,288	E14,354	E6,258	E12,671	E4,097	E3,015	E23,062	E16,457	E9,634	E135,210	E157,178	£-21,968	14%	Reduced Gas/Electricity due to meters fitted
Total Net Revenue Expenditure	£-6,645	E7,376	E10,002	£-1,314	E7,624	E189	E3,113	£-5,548	E3,998	E12,694	E10,345	E3,602	E45,436	E66,826	£-21,390	32%	As above
Total Capital Income	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E161,118	E95,000	E66,118	70%	Awarded WCC CIL Funding in financial year
Total Capital Expenditure	E10,555	E520	E6,337	E15,066	E26,932	E82,110	E29,472	E3,450	E55,615	E23,282	E216,267	E186,823	E656,439	E662,057	£-5,618	1%	Additional CIL spending/Purchase of Community Asset
Total Net Capital Expenditure	E10,555	E520	E6,337	E15,066	E26,932	E82,110	E29,472	£-46,550	E10,312	E23,292	E176,267	E161,008	E496,321	E567,057	£-71,736	13%	As above
Total Net Committee Expenditure	E3,910	E7,896	E16,339	E13,752	E34,456	E82,299	E32,565	£-52,098	E14,310	E35,986	E186,612	E164,610	E540,757	E633,883	£-93,126	15%	As detailed above
<b>Community &amp; Environment Committee</b>																	
Total Income	E0	E94	E42	E63	E0	£-42	E0	E0	E0	E40	E0	E0	E197	E0	E197	Unbudgeted	
Total Expenditure	E2,398	E2,694	E5,248	E2,313	E1,167	E520	E496	E3,127	E93	E220	E2,135	E922	E21,333	E19,830	E1,503	8%	KingC overspent/T Box unbudgeted/Environ Grant Expenditure
Total Net Revenue Expenditure	E2,398	E2,600	E5,206	E2,250	E1,167	E562	E496	E3,127	E93	E180	E2,135	E922	E21,136	E19,830	E1,306	7%	As above
Total Capital Income	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	Unbudgeted	
Total Capital Expenditure	E0	E0	E480	E0	E317	E0	E0	E241	E0	E0	E0	E250	E1,288	E750	E538	72%	2 x Thermal imaging camera (grant in general reserves)
Total Net Capital Expenditure	E0	E0	E480	E0	E317	E0	E0	E241	E0	E0	E0	E250	E1,288	E750	E538	72%	As above
Total Net Committee Expenditure	E2,398	E2,600	E5,686	E2,250	E1,484	E562	E496	E3,368	E93	E180	E2,135	E1,172	E22,424	E20,580	E1,844	9%	As detailed above
<b>Planning &amp; Highways Committee</b>																	
Total Income	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E5,250	£-5,250	100%	Hire Fees moved to FP&R/100
Total Expenditure	E233	E138	E520	E1,543	E2,376	E963	E1,180	E33	E544	E1,195	E0	E1,446	E10,171	E8,000	E2,171	27%	Lengthmans Vehicle
Total Net Revenue Expenditure	E233	E138	E520	E1,543	E2,376	E963	E1,180	E33	E544	E1,195	E0	E1,446	E10,171	E2,750	E7,421	270%	As above
Total Capital Income	E0	E0	E0	E0	E0	E0	E0	E0	E0	E1,250	E0	E600	E1,850	E500	E1,350	270%	
Total Capital Expenditure	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E10,750	E10,750	E64,750	£-54,000	83%	BW to Botley Bridleway/Replace Bus Shelters not expected
Total Net Capital Expenditure	E0	E0	E0	E0	E0	E0	E0	E0	E0	£-1,250	E0	E10,150	E8,900	E64,250	£-55,350	86%	As above
Total Net Committee Expenditure	E233	E138	E520	E1,543	E2,376	E963	E1,180	E33	E544	£-55	E0	E11,596	E19,071	E67,000	£-47,929	72%	As detailed above
<b>Joint Managed Services</b>																	
Total Income	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	Unbudgeted	
Total Expenditure	E0	E0	E0	E0	E0	E0	E0	E5,000	E0	E0	E0	E0	E5,000	E15,000	£-10,000	67%	Requested funding less than expected
Total Net Revenue Expenditure	E0	E0	E0	E0	E0	E0	E0	E5,000	E0	E0	E0	E0	E5,000	E15,000	£-10,000	67%	As above
Total Capital Income	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	Unbudgeted	
Total Capital Expenditure	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	Unbudgeted	
Total Net Capital Expenditure	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	Unbudgeted	
Total Net Committee Expenditure	E0	E0	E0	E0	E0	E0	E0	E5,000	E0	E0	E0	E0	E5,000	E15,000	£-10,000	67%	As detailed above
<b>CIL, Contingencies &amp; Precept Funding</b>																	
Total Income	E286,768	E0	E0	E0	E0	E266,107	E0	E0	E0	E0	E0	E0	E532,874	E532,213	E661	0%	
Total Expenditure	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E19,720	£-19,720	100%	General reserves
Total Net Revenue Expenditure	£-286,768	E0	E0	E0	E0	£-266,107	E0	E0	E0	E0	E0	E0	£-532,874	E512,493	£-20,381	4%	As above
Total Capital Income	E0	E0	E0	E0	E0	E0	E1,860	E12,867	E0	E0	E0	E65,472	E79,999	E0	E79,999	Unbudgeted	
Total Capital Expenditure	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	E0	Unbudgeted	
Total Net Capital Expenditure	E0	E0	E0	E0	E0	E0	£-1,860	£-12,867	E0	E0	E0	£-65,472	£-79,999	E0	£-79,999	Unbudgeted	
Total Net Committee Expenditure	£-286,768	E0	E0	E0	E0	£-266,107	£-1,860	£-12,867	E0	E0	E0	£-65,472	£-612,873	£-512,493	£-100,380	20%	As detailed above

**Total Net Committee Expenditures**

Total Income	£282,346	£182	£9,256	£12,238	£8,506	£277,591	£16,753	£74,074	£53,954	£12,666	£52,211	£100,922	£900,699	£729,241	£171,458	24% As detailed above
Total Expenditure	£58,649	£43,961	£62,738	£57,960	£71,287	£118,644	£74,294	£68,826	£93,201	£83,107	£263,232	£249,544	£1,245,443	£1,321,548	£-76,105	6% As detailed above
Total Net Expenditure	£-223,697	£43,779	£53,482	£45,722	£62,781	£-158,947	£57,541	£-5,248	£39,248	£70,441	£211,021	£148,622	£344,745	£592,307	£-247,563	42% As detailed above
EMR Movements	£10,256	£520	£930	£15,066	£24,145	£81,744	£27,812	£-59,521	£8,660	£23,292	£176,267	£-11,222	£297,949	£592,307		
Total Revenue Expenditure	£-223,983	£43,259	£52,552	£30,656	£38,636	£-240,691	£29,729	£54,273	£30,588	£47,149	£34,754	£159,844	£46,796	£0		
Current Year Fund	£223,697	£179,918	£126,435	£80,713	£17,932	£176,879	£119,339	£124,586	£85,339	£14,898	£-196,123	£-344,745				CYF-TNE
General Reserves	£171,921	£172,441	£173,371	£188,437	£212,582	£294,326	£322,138	£262,617	£271,277	£294,569	£470,836	£459,614				GRs+EMR
General Reserves Position	395,618	352,359	299,806	269,150	230,514	471,205	441,477	387,203	356,616	309,467	274,713	114,869				GRs+CYF
Months	9	8	7	6	5	11	10	9	8	7	6	3				





## **Bishop's Waltham Parish Council**

### **Parish Council**

**13.2.24**

#### **Agenda Item – Quarterly Budget Review – *for consideration***

Each committee has reviewed its actual expenditure against budgeted expenditure for the October to December 2023 quarterly period. Material variances over 25%/£2000 should be detailed as per the Financial Regulations.

The full Council Quarterly Budget Review is attached. This shows an underspend in this quarter overall. Although staffing expenditure is more than expected in this quarter, income was higher than expected due to an increase in bank interest and CIL funding received in this quarter.

#### **Proposal:**

**To consider the Quarterly Budget Review as tabled.**

**Finance Manager  
06.02.24**

Total Parish Council

<u>Code</u>	<u>Description</u>	<u>Budget Total Year</u>	<u>7 Oct</u>	<u>8 Nov</u>	<u>9 Dec</u>	<u>Actual Total Qtr</u>	<u>Variance</u>	<u>%</u>	<u>Material Variance Reason - over 25% or £2,000</u>
<u>Finance, Policy and Resources Committee</u>									
	Total Income	£5,926	£5,537	£1,564	£3,635	£10,736	£9,264	629%	Interest higher than expected/regular investment / Staff hire moved
	Total Expenditure	£371,013	£30,477	£52,879	£27,938	£111,294	£96,752	15%	Salary increase Nov 23 / Underestimated IT costs
	Total Net Revenue Expenditure	£365,087	£24,940	£51,315	£24,303	£100,558	£95,280	6%	As above
	Total Capital Income	£0	£0	£0	£0	£0	£0	0%	
	Total Capital Expenditure	£3,250	£0	£0	£0	£0	£250	100%	Not expected in this Qtr
	Total Net Capital Expenditure	£3,250	£0	£0	£0	£0	£250	100%	As above
	Total Net Committee Expenditure	£368,337	£24,940	£51,315	£24,303	£100,558	£95,530	5%	As above
	EMR Movements	£0	£0	£0	£0	£0	£0	0%	As above
	Total Revenue Expenditure	£368,337	£24,940	£51,315	£24,303	£100,558	£95,530	5%	As above

Halls and Grounds Committee

	Total Income	£90,352	£9,558	£9,645	£5,017	£24,220	£22,738	7%	
	Total Expenditure	£157,178	£12,671	£4,097	£9,015	£25,783	£73,667	65%	Expenditure less than budgeted in this Qtr
	Total Net Revenue Expenditure	£66,826	£3,113	£5,548	£3,998	£1,563	£50,929	97%	As above
	Total Capital Income	£95,000	£0	£50,000	£45,303	£95,303	£45,303	91%	CIL Funding received in this Qtr
	Total Capital Expenditure	£862,057	£29,472	£3,450	£55,615	£88,537	£119,750	26%	Expenditure less than budgeted in this Qtr
	Total Net Capital Expenditure	£567,057	£29,472	£46,550	£10,312	£66,766	£69,750	110%	As above
	Total Net Committee Expenditure	£633,883	£32,585	£52,098	£14,310	£55,203	£120,679	104%	As above
	EMR Movements	£552,310	£29,472	£46,654	£8,660	£84,792	£61,870	112%	As above
	Total Revenue Expenditure	£81,573	£3,113	£5,544	£5,650	£3,319	£65,679	97%	As above

Community Development Committee

	Total Income	£0	£0	£0	£0	£0	£0	0%	
	Total Expenditure	£19,830	£496	£3,127	£93	£3,716	£2,125	75%	Grants awarded / Newsletter costs from previous Qtr
	Total Net Revenue Expenditure	£19,830	£496	£3,127	£93	£3,716	£2,125	75%	As above
	Total Capital Income	£0	£0	£0	£0	£0	£0	0%	
	Total Capital Expenditure	£750	£0	£241	£0	£241	£241	Unbudgeted	PA System not budgeted this Qtr
	Total Net Capital Expenditure	£750	£0	£241	£0	£241	£241	Unbudgeted	As above
	Total Net Committee Expenditure	£20,580	£496	£3,368	£93	£3,957	£2,125	86%	As above
	EMR Movements	£0	£0	£0	£0	£0	£0	0%	As above
	Total Revenue Expenditure	£20,580	£496	£3,368	£93	£3,957	£2,125	86%	As above

Planning & Highways Committee

	Total Income	£5,250	£0	£0	£0	£0	£1,305	100%	Hire Fees moved to FP&R/100
	Total Expenditure	£8,000	£1,180	£67	£544	£1,791	£3,335	47%	Expenditure less than budgeted in this Qtr
	Total Net Revenue Expenditure	£2,750	£1,180	£67	£544	£1,791	£2,030	13%	
	Total Capital Income	£500	£0	£0	£0	£0	£500	100%	Not expected in this Qtr
	Total Capital Expenditure	£64,750	£0	£0	£0	£0	£14,750	100%	Not expected in this Qtr
	Total Net Capital Expenditure	£64,250	£0	£0	£0	£0	£14,250	100%	As above
	Total Net Committee Expenditure	£67,000	£1,180	£67	£544	£1,791	£16,280	89%	As above
	EMR Movements	£0	£0	£0	£0	£0	£0	0%	As above
	Total Revenue Expenditure	£0	£0	£1,180	£67	£1,247	£1,791	89%	As above

Joint Managed Services

Total Income	£0	£0	£0	£0	£0	£0	£0	£0	0%	
Total Expenditure	£15,000	£0	£5,000	£0	£5,000	£0	£5,000	£0	Unbudgeted	Not expected in this Qtr
Total Net Revenue Expenditure	£15,000	£0	£5,000	£0	£5,000	£0	£5,000	£0	Unbudgeted	As above
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£0	0%	
Total Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	0%	
Total Net Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	0%	
Total Revenue Expenditure	£15,000	£0	£5,000	£0	£5,000	£0	£5,000	£0	Unbudgeted	As above
<b>CIL, Contingencies &amp; Precept Funding</b>										
Total Income	£532,213	£0	£0	£0	£0	£0	£0	£0	0%	
Total Expenditure	£19,720	£0	£0	£0	£0	£0	£0	£0	0%	
Total Net Revenue Expenditure	-£512,493	£0	£0	£0	£0	£0	£0	£0	0%	
Total Capital Income	£0	£1,660	£12,867	£0	£14,527	£0	£14,527	£0	Unbudgeted	CIL receipts not expected in this Qtr
Total Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	0%	
Total Net Capital Expenditure	£0	-£1,660	-£12,867	£0	-£14,527	£0	-£14,527	£0	Unbudgeted	As above
Total Net Committee Expenditure	-£512,493	-£1,660	-£12,867	£0	-£14,527	£0	-£14,527	£0	Unbudgeted	As above
<b>Total Net Committee Expenditures</b>										
Total Income	£633,741	£15,095	£11,209	£8,652	£34,956	£25,515	£9,441	£9,441	37%	As already detailed above
Total Expenditure	£590,741	£44,824	£65,170	£37,590	£147,584	£175,879	£28,295	£28,295	16%	As already detailed above
Total Net Revenue Expenditure	-£43,001	£29,729	£53,961	£28,938	£112,628	£150,364	£37,736	£37,736	35%	As already detailed above
Total Capital Income	£95,500	£1,660	£62,867	£45,303	£109,830	£50,500	£59,330	£59,330	117%	As already detailed above
Total Capital Expenditure	£730,807	£29,472	£3,691	£55,615	£88,778	£134,750	£45,972	£45,972	34%	As already detailed above
Total Net Capital Expenditure	£635,307	£27,812	-£59,176	£10,312	-£21,052	£84,250	£105,302	£105,302	108%	As already detailed above
Total Net Committee Expenditures	£592,307	£57,541	-£5,215	£39,250	£91,576	£234,614	£143,038	£143,038	62%	As already detailed above
EMR Movements	£592,307	£29,472	-£46,654	£8,660	-£8,522	£65,000	£86,389	£86,389	132%	As already detailed above
Total Revenue Expenditure	£0	£28,069	£41,439	£30,590	£100,098	£169,614	£58,949	£58,949	35%	As already detailed above





## Bishop's Waltham Parish Council

13<sup>th</sup> February 2024

### Agenda Item - Planning Applications - To ratify the recommendations from the Planning and Highways Committee

**23/02631/FUL**

**Closing Date: 31.1.24**

Demolition of former ESSO garage and the erection of 6 no. new dwellings with car parking and use of existing access onto Winchester Road

**ESSO, Winchester Road, Bishop's Waltham SO32 1BA**

#### **Objection:**

In principle we welcome the re-development of this key site at this central location in Bishop's Waltham, part of the conservation area of the town, close to the pond and also the historic Palace Ruins and leading into the town's High Street. However, the Bishop's Waltham Design Statement, as adopted by Winchester City Council in 2016, must be adhered to, with particular regard to Policies 5.1. and 5.2, which this current planning application does not.

Policies 5.1 and 5.2

"Buildings should not dominate...their immediate surroundings" and "buildings should generally be no higher than 2.5 storeys - i.e. top storey in roof".

There are no other surrounding buildings of this height. In fact, the main view of the development will be across the North Pond over which it will definitely dominate. It is also close to the sight lines of the Palace grounds which it should not overlook or detract from.

The descriptions in the planning application's Design and Access Statement state it as 'buildings of 3 storeys' on pages 5 and 7. This height level is unacceptable within the Design Statement for the town.

Consideration also needs to be given to the CDM Regulations 2015 for any planning and construction phase plan to include:-

Contractors' parking availability on site

Delivery and storage area

Traffic control during deliveries on the B2177, particularly the road between the ponds, of which there is concern about the weight of lorries using this section.

We also note the many concerns and objections raised by residents, as well as the North Pond Conservation Group and the relevant ecology reports submitted in relation to this application. There is also concern about the accuracy of the drawings in the Full Additional Plan 3769058 and the actual land boundary for this site.

To summarise, we are in favour of re-development of this site but it must comply with policies set, which this application does not at this time. We have to OBJECT to this application. A reworking of this application could be welcomed to lower the roof lines, along with open communications between the Developer and the Parish Council, in order to fit in with the local surroundings and comply with WCC Planning Policies and Bishop's Waltham Design Statement

**Recommendation: Objection – 6 in favour, 1 abstention**

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**24/00038/FUL**

**Closing Date: 1.2.24**

Change of use from Class E to Sui Generis Use for Canine Welfare Centre for Dog day care and Behaviour and training clinic; parking area and fencing.

**Mitre Blue Light Site, Botley Road, Bishop's Waltham**

**Objection:**

The Parish Council is objecting to this planning application on grounds of noise concerns, traffic concerns and highway safety concerns.

An adequate noise assessment must be carried out at this site as at present this has not been properly researched and documented and the planned increased noise pollution is felt to have a detrimental effect on the local neighbours.

A traffic survey and Highways report must be undertaken for this site where the access road joins a very busy country road without adequate lines of visibility. The increase in traffic movement (estimate to be 80) into and out of the site is a concern as at present it is minimal and the volume attempting to leave and rejoin the B3035 requires careful consideration for safety reasons. Associated works regarding visibility plays and additional signage need due deliberation.

Also of concern are the resident's comments, lodged as an objection on the portal, regarding the permitted use of the driveway outlined as the access road and specific permissions for the usage of the old and new driveways by the properties in that vicinity. The already granted O licence must be taken into account when factoring in allowance for a possible huge increase in vehicular traffic on those driveways onto a country road.

There already being two other dog related businesses along the same road within 1.1 mile of this location; this application also should be considered as over development of the countryside.

**Recommendation: Objection – 6 in favour, 1 abstention**

**23/02618/HOU**

**Closing Date: 6.2.24**

Replace ground floor canopy with part first-floor balcony (1.2m in depth) above with railings and side screens, and associated window/door alterations (part retrospective; amended drawings)

**Alice Cottage, 12 Upper Basingwell Street, Bishop's Waltham SO32 1AL**

**Recommendation: Objection – 5 in favour, 2 abstentions**

**23/02843/HOU**

**Closing Date: 13.2.24**

New two storey bay window front extension and covered porch over the front door

**Double Dee Park Road Bishops Waltham Southampton Hampshire SO32 1BQ**

**Recommendation: No objection – 6 in favour, 1 abstention**

**SDNP/23/01571/CND – for information only**

Discharge of condition 6 of planning applications

**Metlands Farm Dean Lane Bishops Waltham Hampshire SO32 1FW**

**Note: WCC enforcement requested to monitor development and discharge of conditions.**

**Proposal: Bishop's Waltham Parish Council ratifies the recommendations of the Planning and Highways Committee.**

**Executive Officer  
7.2.24**



## Bishop's Waltham Parish Council

13<sup>th</sup> February 2024

### **Agenda Item – Co-option to Council – *for consideration***

The Parish Council currently has one casual vacancy. The appropriate notifications have been published.

No applications have been received for the vacancy.

**Proposal: to re-advertise the casual vacancy and to seek to fill the vacancy by co-option at the meeting on 9<sup>th</sup> April 2024.**

**Executive Officer  
8.2.24**



## Bishop's Waltham Parish Council

16<sup>th</sup> January 2024

### **Agenda Item – Asset of Community Value – Re-Registration**

- for consideration

#### **Localism Act 2011: Assets of Community Value/Community Right to Bid**

##### **Bishop's Waltham Social Club**

The listing that the Parish Council made for the Social Club as an Asset of Community Value has now expired.

*An Asset of Community Value is one where the primary use is considered to further the social wellbeing or social interests of a local community.*

Under the terms of the Community Right to Bid should the Social Club ever come on to the market we would be advised by Winchester City Council of the proposal to sell. The Parish Council could then have a maximum of 6 months to decide whether to submit a bid.

The decision to list an Asset of Community Value is not conditional on the owners of that building being in agreement with the proposal.

**The reasons below are those we stated last time we listed the building and should be considered for renewal.**

Bishop's Waltham Social Club is a listed building within the Bishop's Waltham Conservation Area. Originally a house, the building is now a Club. A plan of the site is available.

The Bishop's Waltham Social Club should be listed as an Asset of Community Value for the following reasons:

1. The building has existed in Bishop's Waltham since the early 19<sup>th</sup> century.
2. The building is Grade II listed (first listed 1.9.87).  
*Early 10<sup>th</sup> century with 20<sup>th</sup> century rear extensions. Stucco walls, lined with joint marks. Hipped tile roof. Symmetrical west front with slightly projecting ends, of two storeys, 1.2.1 windows. Sashes in exposed frames. Door-way with pediment canopy on carved brackets, radiating fanlight and 6 panelled (2 top glazed) door.*
3. The Club provides the opportunity to further the social well-being of the community by giving the members the advantages of social association include meeting new people, picking up a new skill, and other membership benefits.
4. The Club serves the interests of the community by providing an alternative venue for organisations to meet and for social events.
5. The WCC Councillors for this area support this application.

**Proposal: To relist Bishop's Waltham Social Club as an Asset of Community Value**

**Executive Officer**  
**7.2.24**





## Bishop's Waltham Parish Council

13<sup>th</sup> February 2024

### Agenda Item – Annual Meeting of the Parish 2024 - *for consideration*

At the Full Council meeting held on Tuesday 16<sup>th</sup> January the following was resolved:

#### **PC229/23 Annual Meeting of the Parish 2024**

Following the change to the Forward Plan launch, the meeting content would be reviewed and updated by the working group and a new format proposed to be reported back at the next meeting.

**ACTION: To set a meeting of the AMP2024 working group    ACTION: Exec Officer/ Working Group**

The AMP Working Group met on Thursday 1<sup>st</sup> February, the notes from the meeting are overleaf containing a revised event outline.

#### **Proposal:**

- i) To note and consider the outline of the event proposed by the Working Group and make any relevant recommendations.
- ii) To note the requirement for all committees to provide a brief presentation regarding recent and ongoing work/successes/challenges to the working group.

Administration Officer 08.02.24



## Annual Meeting of the Parish – Working Group Meeting Notes – 1<sup>st</sup> Feb 2024

Present: Cllr Iro, Cllr Marsh, Administration Officer

Apologies: Cllr Latham, Executive Officer

### Revised Draft Event Outline

**Event date and time: Wednesday 17<sup>th</sup> April, doors open 7pm, for 7.30 start**

#### **Revised key themes and objectives of event:**

- Report back on recent and current BWPC work
- Promote Forward Plan survey to boost responses and provide early insights into initial results
- Answer questions submitted by residents in advance of meeting
- Provide opportunity for community to gather
- Show awareness of HCC consultation and clarify BWPC's position and influence

#### **Programme**

7.00pm	Doors Open, drinks available
7.30pm	<b>Welcome</b> and outline of evening and acceptance of minutes of AMP2023
7.35pm (20 mins)	<b>BWPC update</b> – Summarise recent activity and ongoing projects/work <ul style="list-style-type: none"> <li>- Segment to be provided by each committee, H&amp;G, CEC and P&amp;H likely to have slightly more of allocated time than FP&amp;R</li> </ul> (Images to be displayed on a screen, images or videos, avoid traditional slides)
7.55pm	Brief presentation regarding <b>Forward Plan 2024 – 2028</b> <ul style="list-style-type: none"> <li>- Summarise purpose of the FP and encourage participation in FP</li> <li>- Early results/types of themes arising in first batch of responses to prompt thoughts</li> </ul>
8.00pm	<b>HCC consultation</b> and tabled changes <ul style="list-style-type: none"> <li>- What BWPC can/can't influence and our stated position.</li> </ul>
8.05pm	<b>Residents' Questions</b> <ul style="list-style-type: none"> <li>- Submitted in advance of the event, requested via social media/councillors' surgeries/ noticeboards. AMP WG to consider questions received and select those felt to have widest interest/relevance. Responses to all questions to be supplied via website so that everyone receives an answer in some form.</li> </ul>
8.15pm	Chairman <b>thanks attendees &amp; introduces second half of the evening:</b> <ul style="list-style-type: none"> <li>- Introduce organisations' 'stands' in hall: BWPC, WCC and HCC – emphasise BWPC</li> <li>- Community groups to be offered stands should they wish to promote themselves</li> <li>- Encourage mingling and invite attendees to enjoy refreshments</li> </ul>
8.20pm	Social section and councillors available for questions (background music playing)
9.30pm	Close of event and clear hall

**Promotion (unchanged from Jan):** A5 invitations to be distributed to households in March. Further promotion via noticeboards, social media, What's on Guide, Parish Magazine. Live streaming/recording to be considered.

**Refreshments:** Drinks and light refreshments. Larger range of drinks available (e.g. G&T), avoid traditional 'wine and cheese' image to encourage a wider range of attendees.

Costs to be estimated in order to work out what food can be accommodated within budget if we provide a wider range of drinks. (Event Budget is £1,000).



## Bishop's Waltham Parish Council

13<sup>th</sup> February 2024

### Agenda Item – Parish Council Website - Update - *for consideration*

At the Community and Environment Committee (CEC) meeting held on 29<sup>th</sup> January the following was resolved:

**CE170/23**

**Appointment of a Website Working Group – *for consideration***

The appointment of the working group was to be mentioned at a Full Council meeting in case any other councillors outside of the committee wished to join. The first task would be to research other council's websites with a view to creating a specification for a new website for Bishop's Waltham Parish Council.

**Action: Website Working Group**

**Resolved: To appoint Councillor Conduct, Councillor Jelf and Councillor Latham to the Website Working Group.**

**Proposed: Cllr E Jelf**

**Seconded: Cllr J Marsh**

**All in favour.**

The working group will now conduct their initial research and report back to CEC.

The office has received advice regarding how to obtain some usage data for our current website (e.g. number of visitors, most popular pages etc), this process has been initiated and the current website provider has added the necessary code to our website to enable the collection of this data.

**Proposal: To note the above and to ascertain whether any other councillors would like to be appointed to the Website Working Group.**

Administration Officer 08.02.24





## Bishop's Waltham Parish Council

13<sup>th</sup> February 2024

### **Agenda Item – Response to Men's Shed Request for Land Lease at Albany Road - for approval**

In October 2023 a request was received from the Men's Shed to lease land at Albany Road and to permit the group to construct a building at the location. It was resolved by Full Council on 14<sup>th</sup> November 2023 that a formal response would be provided within three months.

The Halls and Grounds Committee and Facilities Review Working Group subsequently considered the request, a meeting was held with representatives of the Men's Shed and a formal statement to reply to the request was drafted.

The objective of this statement is to allow the Men's Shed to progress with the investigations into the feasibility of their proposal (e.g. whether planning permission could potentially be achieved), should they wish, whilst also clarifying the reasons why the Facilities Review Working Group recommend that the Council are not currently in a position to make a firm commitment to lease the land to the community group.

At the Halls and Grounds Committee meeting held on 23<sup>rd</sup> January the following was resolved:

**HG255/23**

#### **Facilities Review Project Update – for consideration**

The tabled statement in response the Men's Shed request was considered, and suggestions of minor amendments noted. The Committee Chair was to review the amended draft upon completion.

**Action: Cllr Nicholson**

**Resolved: To approve the tabled statement regarding the request from the Men's Shed, and following the minor amendments being made, for the statement to forwarded to Full Council for consideration.**

**Proposed: Cllr B Nicholson**

**Seconded: Cllr J Marsh**

**All in favour**

**Action: Administration Officer**

The draft statement is included overleaf.

**Proposal: To approve the tabled statement and to forward it to the Men's Shed as a formal reply to the request received to lease Parish Council land at Albany Road.**

Administration Officer 08.02.24





## **Draft Council response to the Men's Shed request**

(drafted by the Administration Officer to reflect the Facilities Review Working Group's discussions):

This letter has been written to provide a formal response to the request received from the Men's Shed, that the Parish Council lease an area of land at Albany Road to the Men's Shed upon which the Men's Shed propose to construct a new building to provide improved facilities for their community group, funded by themselves.

Firstly, the Parish Council would like to thank the Men's Shed for their ongoing contribution to Bishop's Waltham's community and voice their support for the group as part of the rich variety of organisations that exist in Bishop's Waltham to provide valuable social and practical opportunities to residents.

The Men's Shed's proposal has been discussed at length by the Council, however arriving at a conclusive response to the request is particularly challenging at this time. As we have discussed with your representatives, the Parish Council's land both on and around Albany Road will be undergoing several changes in the coming months/years. Three nearby areas of green space are planned for transferral to the Parish Council's ownership in due course. Several questions are yet to be resolved in relation to this land. For example, how the land will be used to provide amenities to residents, and practical issues such as how these areas will be accessed. The Council has also recently completed the tender process for the new play area that is intended to be constructed nearby and will shortly be selecting the final design for installation on the area previously used as a kickabout space at Albany Road.

In addition to these changes, other facilities owned by the Parish Council will require renovation in the next few years, and it is quite possible that the form and functions of some of the Parish Council's buildings will change in the medium term. The planning stage for this has begun, the Council is currently being supplied with quotations from architects to provide schemas for a redesigned Priory Park Clubhouse. It is possible that other potential locations will warrant consideration as a result of these changes when evaluating proposals such as yours.

At a recent meeting held with representatives of your organisation on Thursday 11<sup>th</sup> January, we discussed how to facilitate the Men's Shed to progress with investigating the feasibility of your proposal whilst stating clearly that currently the Council are unable to make a commitment to leasing the land at Albany Road as per your proposal. We understand that in order to confirm whether such a project is feasible, you will have to investigate whether planning consent could be achieved. Whilst the Parish Council are unable at this point to approve your proposal, they are happy to grant the Men's Shed permission to continue to investigate the feasibility of your proposal and to find out whether planning permission could be obtained. However, such investigations would have to be done at the Men's Shed's own cost and would involve a level of risk given that the council are unable to approve your proposal at this time.

Please ensure that all your members are supplied with this statement and are in full knowledge of the Council's stated position when considering whether to proceed with further investigating the feasibility of your proposal.

We also request that you communicate with your neighbouring community groups such as the Cricket Club and the Gardening Club when developing your ideas further, with the aim of achieving maximum community benefit and efficiency in your planned proposal. Please keep us abreast of any progress in this matter; the Council will communicate with you further as the Parish Council's situation evolves.

Finally, our apologies for not being able to provide a definitive answer to whether your proposal is accepted or not at this time. However, we hope the members of the Men's Shed are sympathetic to the challenging and changing context within which the Parish Council are currently operating. We understand that the Men's Shed's need for space has increased along with your membership and are committed to facilitating short term options to assist your group where possible.



## **Bishop's Waltham Parish Council**

13<sup>th</sup> February 2024

### **Agenda Item – Annual Asset Register Check – Appointment of Working Group** - for consideration

In accordance with the Parish Council's Financial Regulations, an annual check of the Asset Register is due before the end of March each year.

A working group is needed to check against the Asset Register kept by the Finance Manager and report back on any findings.

*Note: This check is usually undertaken by two councillors from the Halls and Grounds Committee plus the Clerk to the Committee, with assistance from the Halls Manager and Senior Groundsman. (Although it is noted in the Terms of Reference as a responsibility of the F,P&R Committee)*

#### **Proposal:**

**To appoint a working group to check the Council Asset Register and to submit a report for the March Finance, Policy and Resources Committee meeting (5.3.24)**

**Executive Officer**

**7.2.24**



## **Bishop's Waltham Parish Council**

13<sup>th</sup> February 2024

### **Agenda Item – Chairman's Report**

- *for information only*

Since the last Parish Council meeting in December, I have undertaken the following:-

- Attended relevant Standing Committee meetings for Halls and Grounds, Community and Environment, Finance, Policy & Resources and West Hoe Cemetery Management
- Attended a meeting with Winchester Traffic Team 31.1.24 in regard to The Avenue/Winchester Road junction and the High Street parking lining

**Cllr Judy Marsh**

**8.2.24**





## Bishop's Waltham Parish Council

13<sup>th</sup> February 2024

### Agenda Item – Councillors' Reports - *for information only*

#### i) Meeting with HCC Traffic Management Team 31.1.24

Meeting Notes – Ruby Room of The Jubilee Hall and visit to High Street - 31.1.24  
1-3pm

Present: Cllr Marsh, Cllr Nicholson, Executive Officer - BWPC  
Mr A Sweeney – Team Leader, Traffic Management HCC  
Ms K Currie – Principal Engineer, HCC

Cllr Marsh welcomed all to the meeting and outlined concerns of the PC and residents following the recent fatal accident outside The Spar at **the junction of The Avenue and Winchester Road**.

AS reported that he and the safety team had visited the site and examined the junction for road safety aspects to be taken into consideration. He then presented options for enhanced safety features at the location which were favourably considered by the Parish Council team.

Continuing on, AS noted that funding was hopeful from the Safety Team and the various stakeholders were being consulted regarding this plan.

Public consultation would be needed only on one small change to the parking restrictions at the site.

The Parish Council gave their support to these changes and looked forward to further correspondence about progressing this matter.

The group then moved to the High Street noting the **bin store facility** within the central car park. It was suggested that the store could be relocated outside the car park and this could be raised internally with WCC and HCC/Highways.

A **tour of the High Street** highlighted key issues such as:-

- An 'acceptance' period was required when any changes made.
- Correct signage was in place - small sized (conservation area) but adequate
- Poor condition of the road surface and particularly at the kerbside where markings were worn and unclear.
- Relining or rubbing out of old lining was noted as being required
- The need for traders and disabled drivers to have adequate high street parking provision was considered
- The close proximity of car parks was noted for drivers.
- The current hard-line approach of the Civic Enforcement Officers was also noted

The current **Accessibility Project** was also highlighted as a project to improve pavements in town but noted as not due for action until mid-2024. HCC to speak to Highways, Engineering and Transport contact for more information on timescale and detail of work.

The teams thanked each other for the useful visit and further meetings would be arranged to progress plans and address concerns in due course.

Executive Officer 7.2.24





# CSO MONTHLY REPORT

MONTH/YEAR – January 2024

Report Number -1

Day duties -13

Late duties -8

Total Hours -170+1B/H+1A/L

## Anti-Social Incidents / Concerns

It has been reported that some children have been doing knock and run on the Ridgemede est I have increased my patrols in the area when on lates this incident has been reported to the police and is ongoing. On patrol one evening there was a strong smell of weed outside the jubilee hall I did speak to some youths who were sat in the youth shelter but all was good. Reports of some ASB in the J/H car park involving some residents who live in folly fields that back onto the J/H car park and the driver of the Ravenscroft lorry parked up overnight who had his lights on and that were shining into their living room a argument started and threats were made I have spoken to the resident and has reported all is ok at the moment this is ongoing. Reports of a delivery driver threatening a resident with violence this incident has been reported to the police and is ongoing. Reports of a person acting suspiciously on the railway footpath I have increased my patrols but have not seen anybody suspicious this incident has been reported to the police and is ongoing. Reports of some youths in the grounds of B/W junior school messing about screaming and shouting when I arrived they all run off I did follow them and caught up the youths in the high street i had a word with them and sent them on their way.

## Criminal Activities - None Reported

## Dog Fouling Issues / Locations - None Reported

## Litter Issues / Locations

There have been some minor incidents of fly tipping reported to me by the lengthsman who very kindly reported it to WCC. There has been some fly posting around B/W but all signs have been now removed.

## CSO Duties / Patrol

I have over the last month patrolled B/W and spoken to some very nice people. The biggest issue I have at the moment is parking in the high street with people parking on double yellow lines and dropped kerbs. Also residents parking on double yellow lines on the Ridgemede est traffic wardens are on site but they are needed more than one or two days a week as they are issuing between 20/30 tickets a day in the high street alone I have reported to HCC the lack of traffic wardens in B/W and was advised that they will send more to the area this is ongoing.

Members of the public have put up some signs by the ponds asking drivers to slow down there are swans crossing. I have met up with some of the youths in B/W and had some very good feedback and seem to be building a good relationship with them. There has been an increase in people bringing their dogs onto the football pitches on match days at the priory park football grounds all have been asked to leave and reminded that dogs are not permitted on said pitches this is ongoing. I have been approached by residents who live on Elizabeth Way priory park complaining about the parking on the road and blocking footpaths on match days this is ongoing. I have reported some pot holes to HCC on the Ridgemede est and surrounding areas some have been repaired others do not require work according to HCC. I was informed about a vulnerable lady who was at the J/H we found out she came from Swanmore so contacted the ACSO from there who now of this person and was going to sort out some help that she needed. I have reported to HCC about some trees that have been blown over onto a footpath opposite the old esso garage this has now been removed . I have reported an abandoned vehicle on the Ridgemede est that has no tax or mot this is ongoing. I have received an email from the parking services at HCC that they are reinstating the loading bay in the high street but delivery drivers can load and unload in the loading area only and will not be ticketed. Attended a councillors surgery at the spar shop and met some nice people.



## Bishop's Waltham Parish Council

13<sup>th</sup> February 2024

### Agenda Item – Councillors' Surgery Report – *for information only*

#### Reports from Councillors' Surgery 27.1.24

##### Spar Location at the Junction of The Avenue/Winchester Road

Cllrs' surgery attended by Cllr Pavey & Cllr Jelf (10:30 – 12:30).

We also had visits from Cllr Marsh, the Parish Lengthsman & Community Support Officer during the morning.

A quiet start, but pedestrian traffic picked up as the morning went on. Several parishioners had come out specifically to see us at this location, so communication was beneficial.

Points noted down:-

Matters brought to the Council's attention	Summary of responses and actions listed below to be put on website or included in Parish News article or Bishop's Waltham Matters newsletter.
Bus stops to be upgraded	Agenda item from P&H on bus stops was mentioned and a programme of refurbishment was noted as hopefully going to be undertaken.
Parking	Issues raised from both sides of the argument with regards to parking and enforcement on and surrounding the High Street.
Multiple discussions regarding the junction of The Avenue & Winchester Rd.	The date of the meeting between the PC and the Highways team was passed on.
Pond viewing area - can this be made safer for humans and wildlife?	Query over specific aim of 'safe' – area has green area and seating provided. Note to be passed to the North Pond Conservation Group.
Speed of Winchester Rd.	Noted. Refer to Speed watch co-ordinator.
Southern Footpath was mentioned as being a waste! Maintenance will be required on it.	Monies earmarked within Planning Conditions for Developer contributions to alleviate walking on busy, noisy Winchester Road and provide quieter route to town. Minimal maintenance required.
HCC budget cuts were discussed multiple times – specifically the HWRC in BW.	Noted – feed into working group discussions for formal consultation response.
Guide Hut – can this be sub-let?	Individual directed to speak with the office to see how this would work. Request to be raised at H&G/ FP&R.

Was nice to change the location to the North of BW and hopefully see a slightly different section of parishioners – however definitely not as much footfall as the High Street.

Cllr Jelf

31/1/24



## Bishop's Waltham Parish Council

13<sup>th</sup> February 2024

### Agenda Item – Councillors' Surgeries

Friday	Saturday	Attendees
26.5.23		TC & DI
	24.6.23 (note is same day as BW Festival)	RL & JW
28.7.23		TC & JM
	26.8.23	High St – EJ, KJ Tangier Grdns – JM, RS Albany Wood – MP, JW
<del>29.9.23</del>	23.9.23	JM, DI, EJ, KF, TW, PW, AW, JW, RL, RS,
	28.10.23	KJ, RS
24.11.23		TC, RL
	27.1.24	EJ, MP
23.2.24		
	23.3.24 ? 30.3.24 ? (Day after Good Friday)	

**To confirm the Councillors attending on 23.2.24 and future meetings**

Executive Officer 7.2.24