



Bishop's Waltham Parish Council
A Meeting of the Parish Council Community and Environment Committee
Monday 26th February 2024 at 7:00pm in the Ruby Room of the Jubilee Hall
The meeting will be open to the public unless the Committee directs otherwise.

Agenda

All papers/reports are available from the Council Offices (except where classified as confidential).

1. To receive and accept apologies for non-attendance
2. To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda
3. To receive and accept any personal, pecuniary and non-pecuniary interests relating to agenda items
4. Public Session - *for information only*
5. To approve the minutes of the Community & Environment Committee – 29th January 2024
6. Actions arising from the Community & Environment Committee meeting – 29th January 2024
7. Financial position year to date – *to note current position*
8. Grants Update – *for information*
9. Annual Meeting of the Parish Planning Update – *for consideration*
10. Summer Event 2024 Planning Update – *for consideration*
11. Eco Fair Event Planning Update – *for consideration*
12. Clean Up Event Planning Update - *for consideration*
13. D-Day 80th Anniversary Beacon Event Planning Update - *for consideration*
14. Bishop's Waltham Community Volunteer Website Funding Request from Bishop's Waltham Town Team – *for consideration*
15. Citizen's Advice Outreach Programme – Response from Halls and Grounds Committee – *for consideration*
16. Councillors' Reports
 - i) Town Team Meeting – *for information*
 - ii) North Pond Conservation Group – *for information*
17. Chairman's Report – *for information*
18. Requests for future agenda items - *for information*
19. Date of next meeting – 25th March 2024

C Wilkinson

Administration Officer/Clerk to the Committee

20th February 2024



Bishop's Waltham Parish Council
Minutes of the Meeting of the Parish Council
Community and Environment Committee
held at The Jubilee Hall on Monday 29th January 2024 at 7:00pm

Present Cllr T Conduct
Cllr E Jelf Chairman
Cllr R Latham Vice Chairman
Cllr J Marsh

In attendance: C Wilkinson Administration Officer

Members of the public: 0

CE151/23 To receive and accept apologies for non-attendance.

Councillor D Iro – Family commitment
Councillor P Wilson – Indisposed
Councillor T Wilson – Indisposed

Resolved: To accept apologies for non-attendance.

Proposed: Cllr T Conduct

Seconded: Cllr E Jelf

All in favour.

CE152/23 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.

None relating to the business of the meeting.

CE153/23 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.

CE154/23 Public Session

The thermal imaging camera loan scheme was under way. Two members of the public had borrowed the cameras, both had given positive feedback, about the operating instructions and the insight the camera had given them. The administrative process was working smoothly. Confirmation that the cameras were covered by the Council's insurance policy was to be sought.

Action: Administration Officer

The Administration Officer had been in contact with Citizen's Advice regarding their outreach activities. The Halls and Grounds Committee would be approached to ask whether a hall could be used to hold a Scam Awareness Session for residents.

Action: Administration Officer

CE155/23 To approve the minutes from the meeting of 27th November 2023

Resolved: To approve the minutes of the meeting of 27th November 2023.

Proposed: Cllr J Marsh

Seconded: Cllr R Latham

All in favour.

CE156/23 Actions arising from the meeting of the Community & Environment Committee – 27th November 2023

Noted. Content for the emails to the schools had been drafted and would be sent shortly.

CE157/23 Financial position year to date – to note the current position

Noted. Whether code 4330 could be removed from the report was raised, as this was no longer the Committee's responsibility.

CE158/23 Quarterly Budget Review – for consideration

Noted.

- CE159/23** **Forward Plan 2019-2023 – for information**
The Committee's ongoing objectives were discussed and still relevant.
- CE160/23** **Grants Update and District Small Grants Scheme Application – for consideration**
Resolved: To submit an application to the Winchester City Council's District Small Grants Scheme for £1,000 to contribute toward a Skate Jam Event. **ACTION: Administration Officer/Cllr Stallard**
Proposed: Cllr R Latham
Seconded: Cllr T Conduct
All in favour.
- CE161/23** **Annual Meeting of the Parish – for consideration**
The revised content of the event was discussed. The working group were to meet again and formulate a revised proposal for consideration. **ACTION: AMP Working Group**
- CE162/23** **Summer Event 2024 – for consideration**
The working group's suggestions for the event were discussed, the intention was to follow a similar format of the coronation celebration that took place in 2023. A further planning update would be brought to the committee at their next meeting. **ACTION: Summer Event Working Group**
Resolved: To approve the tabled event outline for the Parish Council's summer event being planned to take place on Saturday 20th July.
Proposed: Cllr J Marsh
Seconded: Cllr E Jelf
All in favour.
- CE163/23** **Greenings Campaign – for consideration**
Resolved: To give approval for Sustainable Bishop's Waltham to join the Greening Campaign and for the Parish Council to pay the £50 registration fee, and to agree to the adoption of the name 'Greening Bishop's Waltham' if deemed appropriate for some of the group's future activities.
Proposed: Cllr R Latham
Seconded: Cllr T Conduct
All in favour.
- CE164/23** **Report from the Emergency Plan Test Exercise – for consideration**
The event was felt to have been productive. The Emergency Plan was to be tested every five years, and the Committee were confident that the Council would be able to run a similar session themselves in the future.
Resolved: To task the Chairman of the Committee, Council Chair and Administration Officer to review the tabled updated to the Emergency Plan as a result of the emergency plan test exercise and to implement as appropriate.
Proposed: Cllr T Conduct
Seconded: Cllr R Latham
All in favour.
- CE165/23** **Update from the Newsletter Working Group - for information**
The update from the Working Group was received.
The time required to compile the newsletter content and to format the material ready for printing was discussed. The cost of outsourcing the formatting of the newsletter would be investigated to see whether this would potentially be of interest to the Council. **ACTION: Administration Officer**
- CE166/23** **Eco Fair Event Planning Update – for consideration**
The varied list of stalls secured by Sustainable Bishop's Waltham and Councillor Stallard were noted. A consumables refill company and a Heat Pump provider had also recently confirmed that they would be attending. The focus would now be on event promotion, via posters and social media. All Councillors would be approached in order to compile a rota of helpers for the day.
ACTION: Administration Officer
- CE167/23** **Community Partnership Meeting Report – for consideration**
The Men's Shed would be contacted to ask whether they could assist with the refurbishment of the Council's noticeboard on Hoe Road. **ACTION: Administration Officer**

- CE168/23 Parish Council Stand at Christmas Fayre Report – for consideration**
The Committee agreed that the Council's presence at the event was positive and that they would like to attend again in the future.
- CE169/23 Volunteer Thank You Event Report – for consideration**
The report was noted. The format of the event was regarded as a success and would be used for the repeat event to be held later in the year.
- 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.
- CE171/23 Councillors' Reports – Swanmore Community Meeting**
The representative to the North Pond Conservation Group had also recently attended a meeting, a report would be included in the Committee's February meeting.
- i) Town Team Meetings – for information**
Noted.
 - ii) Museum Trust – for information**
Noted.
 - iii) Passenger Transport Forum – for consideration**
Changes in the town's local transport provision would continue to be monitored. Whether the Parish Council could facilitate local transport options would require further consideration if further cuts were made to the current services.
- CE172/23 Chairman's Report – for information**
Noted.
- CE173/23 Requests for Future Agenda Items – for information only**
Use of the Council's halls by Community Partnership members
- CE174/23 Date of next meeting – 26th February 2024**
Noted.

The meeting closed at 21:05.

Bishop's Waltham Parish Council
Community and Environment Committee
Actions Arising for meeting 26.02.24

Minute Number	Subject	Action	Date for completion	Action by	Notes
CE075/22	Antisocial behaviour	Send letter to Swanmore College (PSHE dpt) to remind and encourage students about community responsibilities	Complete	Clerk to the Committee	
CE171/22	Forward Plan	To contact BW Infant, BW Juniors and Swanmore College to ask to be included in a School Council meeting.	Complete	Clerk to the Committee	
CE171/22	Forward Plan	To contact schools and Swanmore College to seek to further relationships and invite to a PC meeting.	Complete	Clerk to the Committee	
CE018/23	Parish Council Flag Banner	Purchase Double Sided Feather Flag with recycled rubber base	June	Clerk to the Committee	In progress, supplier working on proof of artwork
CE036/23	BWPC Website	To investigate project cost of website redesign.	Proposed for closure	Clerk to the Committee	working group appointed for project, specification in process of being refined
CE048/23	Public Session - Telephone kiosk	To send letters of thanks to parties involved	September	Clerk to the Committee/Cllr Marsh	
CE059/23	Nature Reserves Leaflet	To order reprint of leaflet after necessary ammendments are made	September	Clerk to the Committee	
CE122/23	First Aider Cover at Parish Council Events	Contact councillors or staff to ask whether they would like to undergo the necessary training to become a named first aider for smaller Parish Council events	Complete	Clerk to the Committee	
CE143/23	Correspondence - Citizens Advice Winchester District	Relay information about Citizens Advice outreach services to Community Partnership members	December	Clerk to the Committee	
CE143/23	Correspondence - Citizens Advice Winchester District	To request from H&G whether a room could be used to hold a scam awareness session.	Complete	Clerk to the Committee	H&G Agenda item 20.02.24, approved. See agenda item 15.
CE144/23	Correspondence - Bluestar 14 Suggestion	Contact Durley PC to send joint letter to Bluestar	December	Clerk to the Committee	Email sent 05.12.23 to Durley PC. Response to letter has been received by resident.
CE154/23	Public Session - Thermal Cameras	To confirm that cameras were covered under council's insurance policy.	Complete	Clerk to the Committee	Finance Manager has confirmed coverage within Parish.
CE160/23	Grants Update and District Small Grants	To submit an application for Skate Jam funds.	February	Clerk to the Committee	
CE161/23	Annual Meeting of the Parish	To formulate revised proposal for event content.	Complete	AMP Working Group	Full Council agenda item 13.02.24
CE162/23	Summer Event 2024	To bring planning update to next committee meeting.	Complete	Summer Event Working Group	
CE164/23	Report from Emergency Plan Test Exercise	Review and implement suggested ammendments to the Emergency Plan as appropriate.	February	Cllr Jelf/Cllr Marsh/Clerk to the Committee	
CE165/23	Update from the Newsletter Working Group	Investigate cost of formatting the newsletter.	February	Clerk to the Committee	
CE166/23	Eco Fair Event Planning Update	Contact all councillors to put together helper rota.	Complete	Clerk to the Committee	
CE167/23	Community Partnership Meeting Report	Approach Men's Shed to ask whether they could refurbish Hoe Rd noticeboard.	Complete	Clerk to the Committee	
CE70/23	Appointment of Website Working Group	Research other council websites with a view to creating a specification.	February	Website Working Group	

Detailed Income & Expenditure by Phased Budget Heading 31/01/2024

Month No: 10

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>310 Community & Environment</u>											
1082 Income - Events	40	0	(40)	196	0	(196)	0			0.0%	
4041 Website Hosting & Support	0	0	0	(328)	271	599	(700)		372	46.9%	
4121 Grants - General (GPC)	0	0	0	(6,700)	8,500	15,200	(8,500)		1,800	78.8%	
4126 Grants - General (Section 137)	0	0	0	(1,800)	0	1,800	0		(1,800)	0.0%	
4171 Community Newsletter	0	750	750	(1,660)	3,000	4,660	(3,000)		1,340	55.3%	
4174 Leaflets - What's On Guide	0	0	0	(128)	0	128	(750)		622	17.1%	
4175 Leaflets - Guides	0	0	0	0	0	0	(650)		650	0.0%	
4200 Costs - Annual Parish Meeting	(57)	0	(57)	5	0	(5)	(1,000)		1,005	(0.5%)	
4202 Costs - B W Carnival	0	0	0	(4)	150	154	(150)		146	2.6%	
4203 Costs - Remembrance Day Events	0	0	0	(372)	600	972	(600)		228	62.1%	
4205 Costs - B W Clean Up Events	0	0	0	(62)	40	102	(80)		18	77.8%	
4206 Costs - Volunteer Social Event	(220)	0	(220)	(220)	200	420	(200)		(20)	110.1%	
4209 Costs - Miscellaneous Events	(47)	0	(47)	(290)	250	540	(250)		(40)	115.9%	
4211 Costs - Kings Coronation Event	0	0	0	(3,971)	3,000	6,971	(3,000)		(971)	132.4%	
4230 Costs - Environmental Issues	(50)	0	(50)	(1,312)	150	1,462	(300)		(1,012)	437.3%	
4231 Costs - Environmental Event	0	0	0	0	100	100	(100)		100	0.0%	
4322 Mtce - Notice Boards	0	0	0	0	100	100	(200)		200	0.0%	
4323 Mtce - Telephone Box	0	0	0	(1,587)	100	1,687	(100)		(1,487)	1587.1%	
4350 Minor Assets	0	0	0	0	0	0	(250)		250	0.0%	
<u>399 Capital - Community & Environm</u>											
4350 Minor Assets	0	0	0	0	0	0	(250)		250	0.0%	
4409 PA Sytem (Events)	0	0	0	(241)	500	741	(500)		259	48.2%	

Detailed Income & Expenditure by Phased Budget Heading 31/01/2024

Month No: 10

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4416 Thermal Imaging Camera	0	0	0	(798)	0	798	0		(798)	0.0%	
Grand Totals:- Income	40	0	(40)	196	0	(196)	0			0.0%	
Expenditure	374	750	376	19,469	16,961	(2,508)	20,580	0	1,111	94.6%	
Net Income over Expenditure	(334)	(750)	(416)	(19,272)	(16,961)	2,311	(20,580)				
Movement to/(from) Gen Reserve	(334)			(19,272)							



Community and Environment Committee – 26th February 2024

Grants Update - *for information*

Grants applications submitted by Committees (updates in **bold**):

Grant Scheme	Purpose – Committee	Status
Heritage Fund	Telephone Box – CEC	Declined
County Councillor Grant	Warm Space Sessions – H&G	Granted
Cost of Living Fund (WCC)	Thermal Imaging Cameras – CEC	Granted
District Small Grants Scheme	Coronation event – CEC	Granted
WCC Community Infrastructure Levy (CIL)	Solar Panels – H&G	£40k Granted
WCC Community Infrastructure Levy (CIL)	Purchase of building	£40k Granted
Rural England Prosperity Fund (WCC)	Priory Park Overflow Car Park Extension and improvement	Submitted. Awaiting result.
Go Greener Faster – (WCC)	Electric vehicle charging point for Hoe Road and the Jubilee Hall.	Submitted. Awaiting result.

Grants being investigated/in progress:

Grant Scheme	Purpose - Committee	Status
District Small Grants Fund	Skate Jam - CEC	To be submitted.
HCC Parish and Town Council Investment Fund	Solar Panels – H&G	Invitation to Tender document being worked on by Halls Manager as it includes much of the same material required for the grant application for this fund.

Proposal: To note the above.



Community and Environment Committee – 26th February 2024

Annual Meeting of the Parish Planning Update – *for consideration*

At the recent Full Council meeting that took place on Tuesday 13th February the AMP was considered:

PC253/23 Annual Meeting of the Parish 2024 - Update

The outline of the event was noted as was the requirement of the Committee Chairmen to write their annual reports and create a short presentation for the meeting.

Further recommendations for consideration were suggested for the working group in terms of how to attract a wider demography of audience and ensure relevant targeted publicity followed. The inclusion of the phrase 'children welcome' was suggested to allow parents to attend. The member of the public present suggested asking, via surgeries or social media, what residents would like the meeting about and perhaps offer a raffle. The budgeted cost of the event was queried and the working group were asked to ensure a clear rationale for the proposed spend.

ACTION: Consider additional points suggested

ACTION: AMP 2024 Working Group

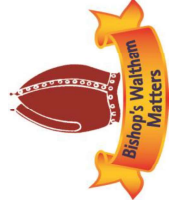
A meeting of the working group will be held within the next fortnight and a draft budget and invitation will be put forward for consideration at the next Full Council meeting.

For information, the invitation from the 2023 event is included overleaf to prompt feedback and suggestions for this year's draft.

Proposal: To note the above and make relevant recommendations.

Administration Officer 21.02.24

Be a part of Bishop's Waltham!



Bishop's Waltham Annual Meeting of the Parish

7.00pm for a 7.30pm start,
Wednesday 29th March 2023.
The Jubilee Hall, Little Shore Lane, Bishop's Waltham.

Free event for local residents and businesses – everyone warmly welcomed.
(Maximum attendance 200)

A presentation, displays from community groups, refreshments,
a glass of wine and a chance to participate!

For more information contact the Parish Council Executive Officer, Emma McKenzie,
 01489 892323  parishclerk@bishops-waltham-pc.gov.uk

Bishop's Waltham Parish Council

You are cordially invited to the Bishop's Waltham Annual Meeting of the Parish

Please join us for this annual gathering for the residents of our town.

Programme for the evening:

- ~ Welcome from Parish Council Chairperson ~
- Talk from Paul Cordery, founding member of the
- ~ Bishop's Waltham Rotary and ex-Parish Councillor ~
- “ *Memories of 1960s Bishop's Waltham* ”
- ~ Refreshments, cheese and wine ~
- ~ Stalls run by community organisations ~

Find out about the wonderful groups in Bishop's Waltham,
what they do, and how to get involved should you wish.



Community and Environment Committee – 26th February 2024

Summer Event 2024 – *for consideration*

Permission has been obtained from English Heritage to hold the Parish Council's summer event in the Bishop's Waltham Palace Grounds on Saturday 20th July.

The Committee are asked to confirm the name of the event, "Party in the Palace" could be considered to connect with the "Party in the Park" events.

A Temporary Event Notice will be applied for, and the possibility of a road closure will be investigated.

Planning update:

- Quotation for toilets has been obtained
- Contact has been made with preferred band

Next steps

- Budget break down/draft
- Approach electrician for support at event
- Organise first aid cover
- Apply for Temporary Event Notice
- Investigate the possibility of a road closure
- Book entertainment
- Approach community groups (for activity and refreshment stalls)

A meeting of the working group is scheduled for the week commencing Monday 26th February.

Proposal: To note the above and to confirm the name of the Parish Council's summer event to take place in the Bishop's Waltham Palace Grounds on Saturday 20th July.

Administration Officer 21.02.24



Community and Environment Committee – 26th February 2024

Eco Event Planning Update - *for consideration*

The Eco-Fair is planned to take place on Saturday 23rd March.

Recent additions to talks and stalls in **bold**.

The Ruby Room talks confirmed:

- "Sustainable and Natural Gardening"
- "How to Save the Planet, One Outfit at a Time"
- "Green Travel from FlightFree UK"
- **Heat Pumps, Solar and Home Batteries**

Stalls confirmed:

- **Sustainable Bishop's Waltham**
- **Men's Shed**
- **Damson Hill Cottage**
- **Abel Environmental Services**
- **Infinity Energy Services**
- **Hampshire Conservation Volunteers (HCV)**
- **Natural Gardens**
- **Citizens Advice Winchester District**
- **Lemon and Jinja**
- **Simply Cortica**
- **Children's activity tables**
- **BW North Pond Conservation Group**
- Upham Action on the Climate Crisis (UpACC)
- Winchester Action on the Climate Crisis (WinACC)
- Hoop Cycles
- Buildpass
- Covers
- Julian Williams (local retrofit expert)
- Retrofit Southampton
- Wilder BW (HIWWT)
- Lizzy Race, Sustainable Stylist
- Winchester Food Partnership
- HCC Waste Prevention Team
- Roots plant-based food van (car park)

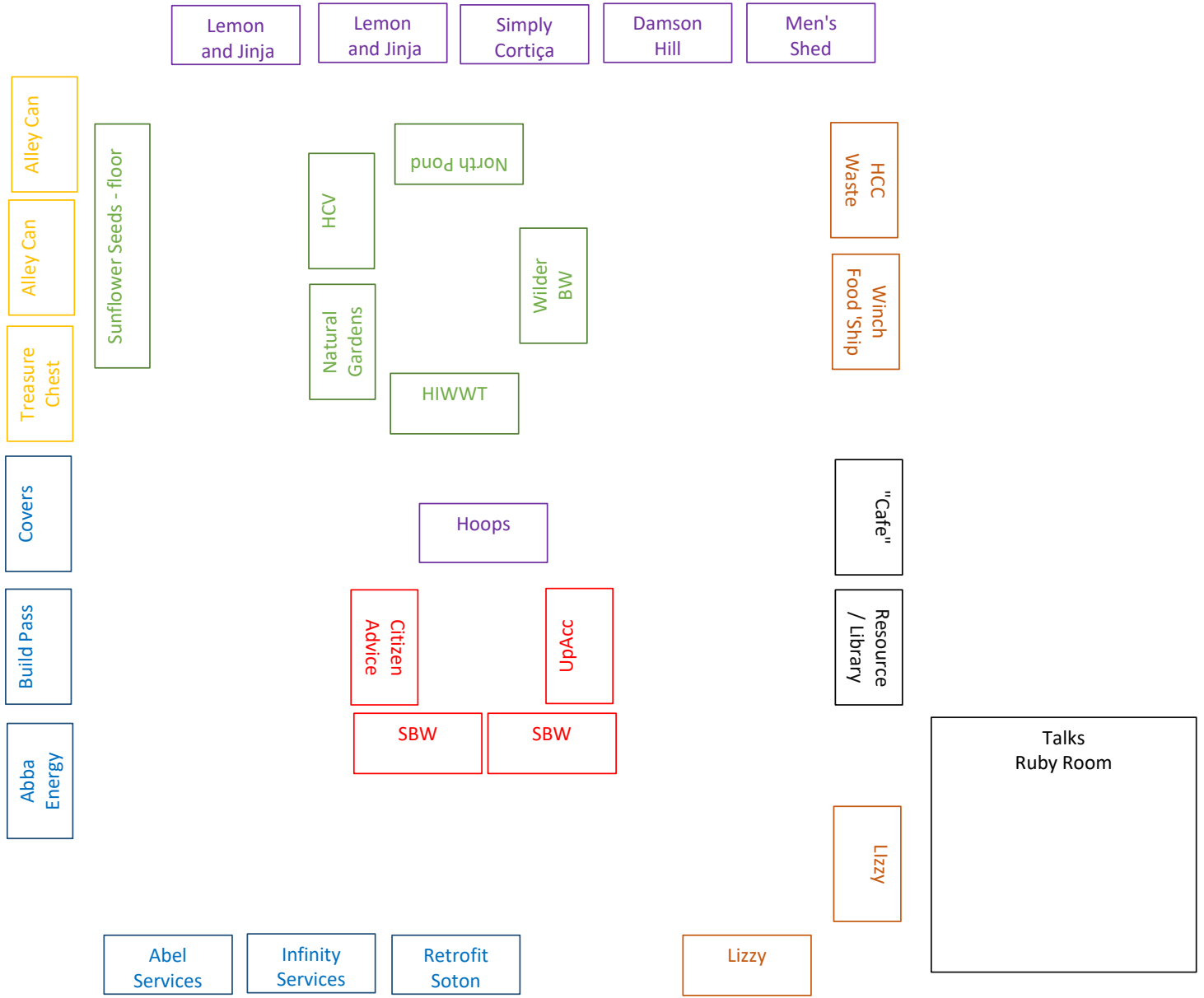
A draft room layout is included overleaf.

Next steps:

- Further event promotion
- Helper rota
- Communication with stallholders

Proposal: To note the above and make any suggestions relating to the organisation of this event.

Suggested Room Layout





Community and Environment Committee – 26th February 2024

Clean Up Event Planning Update - *for consideration*

Please find overleaf the risk assessment for the Clean Up event that has been organised to take place on Saturday 23rd March. The Keep Britain Tidy health and safety advice was consulted when reviewing the document.

Support from the Community Support Officer, the Lengthsman and a groundsman has been confirmed.

First Aid support is confirmed, a member of the First Responders is prepared to assist. The individual has requested that a donation be made to the South Central Ambulance Service instead of payment.

This event will coincide with Keep Britain Tidy's "Great British Spring Clean" that is taking place from 15th – 31st March.

Posters have been put up in the Council's noticeboards where space allows. The event is publicised in the edition of Bishop's Waltham Matters that is scheduled for delivery at the beginning of March and in the Parish News. Facebook will also be used for promotion.

Bishop's Waltham Junior School have contacted the office in relation to the event and will be promoting the litter pick and encouraging their pupils to participate with their families.

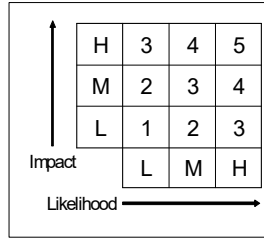
Proposal: **To consider whether to accept the risk assessment document for the Clean Up event to be held on Saturday 23rd March and to make any other relevant recommendations.**

Administration Officer 20.02.24

Bishop's Waltham Parish Council

Clean-Up BW – Saturday 23rd March 2024

Risk Assessment



Risk Index

Risk Levels 3 – 5 **must** have Mitigation in place
 Risk Levels 1 – 2 should have Mitigation in place if resources allow

Risk Assessment by Catherine Wilkinson

<i>What could go wrong?</i>	<i>Likelihood</i>	<i>Impact</i>	<i>Index</i>	<i>Mitigating Action</i>	<i>Responsibility</i>
Individuals hit by a vehicle	M	H	4	Road signs positioned to alert drivers All to wear hi-visibility jackets Each team to have look-out	AO / CEC Chair / Group Leaders
Injury caused by sharp or heavy objects	M	M	3	Gloves to be worn Litter Pickers to be issued Heavy objects left for staff to pick up First Aid available from Jubilee Hall	AO / CEC Chair / Group Leaders
Contamination from dead animals or dangerous substances (asbestos, chemicals)	M	M	3	Do not handle Call for PC Groundsmen to help	AO / CEC Chair / Group Leaders
Lack of communication for safety issues	M	M	3	Central manned phone at Jubilee Hall Each group to have a mobile phone	AO / CEC Chair / Group Leaders
Young children acting irresponsibly or causing danger	M	M	3	All young people to be accompanied by parent or guardian	Group Leaders
Hostility or abuse from public	M	L	2	Parish Council staff on call	CSO / AO / CEC Chair /
Injury from items thrown from passing traffic	L	M	2	First Aid available from Jubilee Hall PC staff in attendance	AO / CEC Chair
Injury from slips and trips	M	M	3	Volunteers briefed to avoid hazardous areas e.g. steep, slippery or unstable banks, near deep or fast-flowing water etc	AO / CEC Chair
Claims against Parish Council for injuries sustained or losses incurred	L	H	3	Public liability insurance for PC	AO / CEC Chair
Lack of support from Winchester City Council (WCC)	H	L	3	WCC made aware and Keep Britain Tidy risk assessment referred to	AO / CEC Chair



Community and Environment Committee – 26th February 2024

D-Day 80th Anniversary Beacon Event Planning Update - for consideration

The 6th June 2024 marks the 80th anniversary of D-Day, when Allied forces mounted the largest amphibious invasion the world has ever witnessed. In 1944 Operation Overlord saw around 4,000 ships and landing craft set down about 132,500 troops on five Normandy beaches in an action that would bring about the liberation of north-west Europe from Nazi occupation.

The bravery and sacrifice of those people in securing the peace and freedom we enjoy today will be observed by the lighting of beacons around the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories. I hope your community will join us. We are asking villages, towns, cities and organisations of all sizes to mark the 80th anniversary of D-Day by lighting a beacon at 9.15pm on 6th June 2024, in celebration of the 'light of peace' that emerged out of the darkness of war, followed by an event to commemorate one of the most momentous achievements in living memory. Your event could be devoted to raising valuable funds for The Royal Naval Association, ABF The Soldiers' Charity, The Royal Air Force Benevolent Fund and The Merchant Navy Association.

(Excerpt from page 5 of the D-Day 80 Anniversary Guide)

Full Council resolved to participate in the national beacon lighting to commemorate the 80th anniversary of the D-Day landings in their meeting held on Tuesday 12th of December 2023, as part of their calendar of events for 2024.

Permission has been obtained from English Heritage to locate the beacon in the palace grounds. A meeting will be held with English Heritage to discuss both this and the Council's summer event.

A Temporary Event Notice (TEN) will be applied for from Winchester City Council.

More guidance is now required from the Committee to progress with the organisation of this event.

Proposal: That Committee are asked to consider what other elements they would like to organise for the event, if any, beyond the lighting of the beacon itself.

Administration Officer

21.02.24

The International Tribute








To be undertaken at 9.15pm alongside the lighting of a Beacon - 6th June 2024



When the International 80th Anniversary D-Day Beacon will be lit at **8.15pm** (British Summer time), at the British Normandy Memorial overlooking Gold Beach, with the other Beacons located on Utah, Omaha, Juno and Sword, in Normandy, France, being lit at **8.30pm** BST, followed by the Principal United Kingdom, Channel Island and Isle of Man Beacon at Portsmouth, England at **9.15pm** BST, we would ask all communities in France and the UK to stop what they are doing and undertake **The International Tribute**, using the wording found on this page. This could be undertaken by your Lord Mayor, Mayor, High Steward, Town and Parish Clerk, Town Crier, Pub Landlord or a young person from one of your local youth organisations etc, paying tribute to those who gave so much. In doing so, we commemorate D-Day and give thanks for eighty years of peace and freedom.



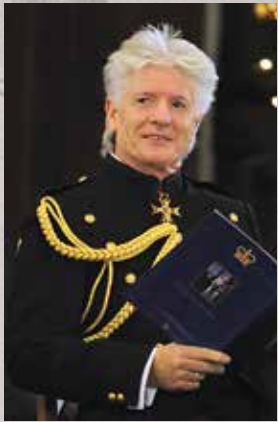
The Tribute

-  Let us remember those who gave their lives at home and abroad during the D-Day landings, whose sacrifice enables us all to enjoy the peace and freedom we have today.
-  Let us remember those who came home wounded, physically and mentally, and the friends and family who cared for them.
-  Let us remember those who returned to restore their relationships and rebuild their working lives after years of conflict and turmoil.
-  Let us remember the families that lost husbands, wives, sons, daughters and sweethearts.
-  Let us remember the servicemen and women and merchant seafarers of all faiths and nationalities - from all countries - who fought, suffered and died during the D-Day landings and six years of war.
-  Let us all remember those in the Royal Navy, Army, Royal Air Force, Merchant Navy, and our Allies - the brave people who kept us safe on the home front and abroad and those in reserved occupations during the difficult time of war.
-  Let us remember the brave doctors and nurses who cared for the wounded, the men and women who toiled in the fields, the coal mines, the factories and the air raid wardens, police officers, firemen, ambulance drivers and the young people of the Scouts and Guides who all played such a vital role in the war.



Introduction

Bruno Peek CVO OBE OPR, Pageantmaster

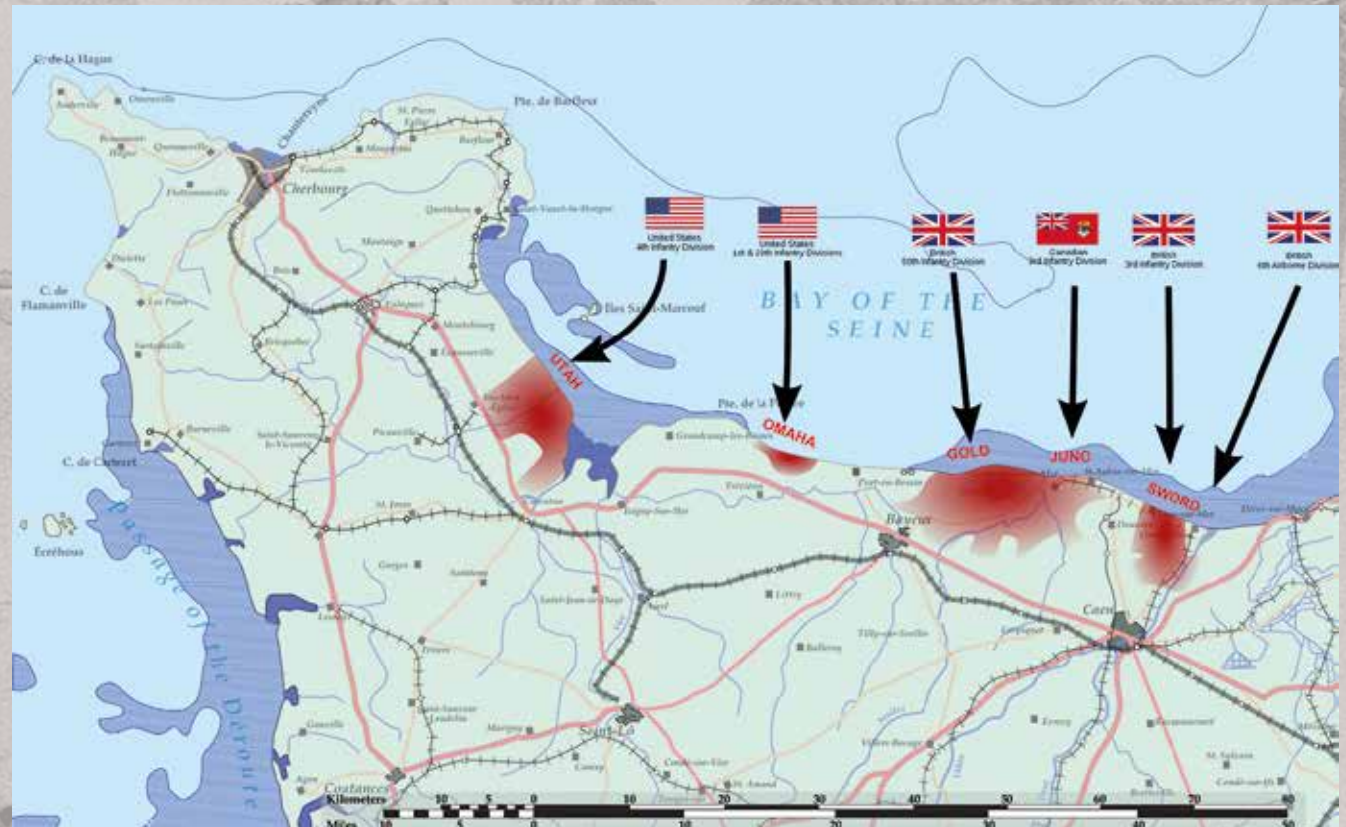


The 6th June 2024 marks the 80th anniversary of D-Day, when Allied forces mounted the largest amphibious invasion the world has ever witnessed. In 1944 Operation Overlord saw around 4,000 ships and landing craft set down about 132,500 troops on five Normandy beaches in an action that would bring about the liberation of north-west Europe from Nazi occupation.

The bravery and sacrifice of those people in securing the peace and freedom we enjoy today will be observed by the lighting of beacons around the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories. I hope your community will join us.

We are asking villages, towns, cities and organisations of all sizes to mark the 80th anniversary of D-Day by lighting a beacon at **9.15pm** on 6th June 2024, in celebration of the 'light of peace' that emerged out of the darkness of war, followed by an event to commemorate one of the most momentous achievements in living memory. Your event could be devoted to raising valuable funds for The Royal Naval Association, ABF The Soldiers' Charity, The Royal Air Force Benevolent Fund and The Merchant Navy Association. You will find details of how to participate on **pages 31 and 32** of this guide.

It is our country's opportunity to remember over 209,000 Allied casualties of Operation Overlord. This includes nearly 37,000 ground forces and 16,714 air forces killed in the invasion of Normandy's Utah, Omaha, Gold, Juno and Sword beaches, and the long and bloody campaign that followed. We plan to light beacons on all five beaches to remember those who died or came home wounded.



Plan for landings in Normandy June 1944. Background photo: British troops landing on Sword Beach. © Robert Hunt Library/Mary Evans Picture Library.

The statistics behind the successful operation, which eventually convinced the Nazi high command that their defeat was inevitable, are both shocking and awe inspiring. German defence forces were drawn away from Normandy by distraction tactics as resources were secretly built up on the English coast.

Nine million tonnes of supplies and equipment were shipped across the Atlantic and 1.4 million American servicemen arrived to

join a substantial contingent of Canadian forces. By 1944 over two million troops from 12 countries were in Britain preparing for the invasion. On D-Day, American, British and Canadian troops were augmented by personnel from Australia, Belgium, Czechoslovakia, the Netherlands, France, Greece, New Zealand, Norway, Rhodesia and Poland. Soon after midnight on 6th June, more than 180,000 Allied paratroopers were dropped into the invasion area, and Allied air crews flew 14,674 sorties to support the landings.



Operation Neptune, the naval phase of the campaign, saw nearly 7,000 vessels, including battleships, destroyers, minesweepers and assault craft, escorting and landing the ground troops on the beaches and bombarding German coastal defences.



There were approximately 156,000 Allied troops that landed in Normandy by sea and air on D-Day, of whom around 130,000 landed on the beaches, so you might be surprised to learn that despite the extraordinary courage displayed by so many on 6th June 1944, just one Victoria Cross was awarded. It went to **Company Sergeant Major Stanley Hollis** of the 6th Battalion, The Green Howards, who landed on Gold Beach. During an intense day of fighting, Stan Hollis took two enemy pillboxes and a field gun and crew, capturing 30 Germans single-handedly. The citation for the Yorkshireman's VC, presented by King George VI, says: "It was largely



Company Sergeant Major Stanley Hollis VC.
© Imperial War Museum.

through his heroism and resource that the Company's objectives were gained and casualties were not heavier, and by his own bravery he saved the lives of many of his men."

Already battle-hardened at the age of 31, Stan should have been one of the most famous soldiers of WW2 but was a naturally modest man and after the war worked in a number of trades before becoming a publican.

His earliest job, however, was working in his father's fish and chip shop in Robin Hood's Bay. Fittingly, fish and chips will play a major part in the



D-Day 80 commemorations. They were never rationed during the war and the words were even used as code by British paratroopers dropped behind enemy lines to identify friendly soldiers nearby – one calling out 'fish' and hopefully getting the reply 'chips'.

Thanks to the generous support and involvement of National Fish and Chip Day and the National Federation of Fish Friers, many thousands of fish and chip shops around the United Kingdom will take part in the day's activities. Schools, pubs, hotels and restaurants etc, are also encouraged to get involved by serving up this great British tradition in tribute to those who gave so much, and to raise valuable funds for the four charities involved.



Cap badge of the Yorkshire Regiment.

The International 80th Anniversary D-Day Beacon will be lit in Normandy at **8.15pm** (British Summer Time), at the British Normandy Memorial overlooking Gold Beach, with the other Beacons located on Utah, Omaha, Juno and Sword beaches being lit at **8.30pm** BST, followed by the Principal United Kingdom, Channel Islands and Isle of Man Beacon at Portsmouth, England at **9.15pm** BST. As the Beacons are lit, we would ask all communities in France and the UK to stop what



they are doing and undertake **The International Tribute**, using the wording found on **page 18**. This could be undertaken by your Lord Mayor, Mayor, High Steward, Town and Parish Clerk, Town Crier, Pub Landlord or even a young person from one of your local youth organisations etc, paying their tribute to those who gave so much to enable us to enjoy the many years of peace and freedom we have enjoyed since the Second World War. Pubs up and down the country will be marking this moment too, involving their customers.

D-Day was a monumental campaign to rid Europe of Nazi horror, and the 80th anniversary of this remarkable operation deserves the recognition and gratitude of our country. Please join us on 6th June 2024 to commemorate the sacrifices made by so many in our name.



Bruno Peek

Bruno Peek CVO OBE OPR

Pageantmaster

D-Day 80 Anniversary 6 June 2024

www.d-day80beacons.co.uk



How to take part and register your involvement

Step 1: To confirm your involvement and make important communication as easy as possible please register your involvement, providing the information below, direct to brunopeek@mac.com as soon as possible please, but **no later than 30th May 2024**.

If your event is a private occasion and NOT open to the public, and you do not want your involvement shown on any public or media listing, it is important that you confirm this when providing information. Your participation will still be noted as part of this historic occasion but NOT made public. However, if your event IS open to the public, your contact details will be shared with the media so that they can contact you direct to arrange any publicity and/or coverage of your event.

Name and Job title of contact/coordinator
Name of Council, School, Pub, Organisation etc
Name of Country - ie England, Scotland, Wales, Northern Ireland, Channel Island, Isle of Man, UK Overseas Territory
Name of County
Name of Parish, Town, Borough, District, Community, or County Council etc
Full Postal address including post code
Telephone number - Landline/Mobile
Email
Will you be having Fish & Chips as part of your Beacon lighting YES/NO
Will your School be involved in the reading of the Poem at 11am, found YES/NO
Will your School/Pub/etc/ event be involving the eating of Fish & Chips during the day YES/NO
Will your event involve the reading of the International Tribute at 9.15pm YES/NO

Public event

Private event

Public or private event & legal essentials

Ensure you have undertaken all the legal essentials and safety requirements on **page 32** before lighting your beacon. Alert the emergency services, including the Fire Brigade, undertake any

risk assessments required and ensure everyone involved is happy and familiar with your plans. **(This is your responsibility as coordinator)**. In the event of dry weather, high winds and a heightened wildfire risk on the day of the event, please carefully consider scaling back initial plans where appropriate.

Beacon lighting ceremony - 6th June 2024

Please light your Beacon and undertake the Nation's Tribute using the wording found on page 18 at 9.15pm.

The Beacon lighting ceremony and Nation's Tribute should be undertaken as follows:

Step 2: Invite your Lord Lieutenant, DL, Lord Mayor, Sheriff, High Steward, Lord Provost, Chairman or leader of the Council or another of your choice from within your local community to light your Beacon and undertake the Nation's Tribute at **9.15pm**, using the wording found on **page 18**. Alternatively, you may wish to organise a competition in partnership with your local media, with the winner having the honour of lighting the beacon and the Nation's Toast.

Step 3: You might consider having professional photographs taken during your event. Immediately after, please send no more than two high quality, copyright-free photographs to brunopeek@mac.com, including the name of the photographer, the beacon location, county, country and postcode, along with the name of the council or organisation.

Step 4: If appropriate, use social media channels - Twitter, Facebook etc - to promote your event. On Facebook, post photographs of your beacon lighting ceremony.

Step 5: Publicise your event. We will provide you with a Press Release template which you can localise, providing as much information as you wish regarding your event, but including your contact details. You can send this to your local media to enable them to get in touch with you direct.





Above and background: The Tower of London built by William the Conqueror in the early 1080s. Through the centuries, successive monarchs have added to the fortifications.

If you are inviting personal guests to your home it is worth checking with your household insurer that you are covered in the unfortunate circumstances that there should be an accident. If your event includes inviting the public, or it is a third party venue then, where applicable, the following advice should be heeded, to ensure you have a safe and enjoyable event for everyone involved.

Licensing

Generally, all public entertainment has to be licensed by the local authority. The law on this aims to ensure the safety of the public and performers. Local authorities treat each event individually, and what one will allow another will not. Do not be put off by the length of some of the forms - the licensing officer is there to help you.

The licensing officer's job is to advise the local authority's licensing committee on the granting of public entertainment licenses. For small scale events he or she, in effect, makes the decision. Only if your event is contentious will the licensing committee decide to consider the application in detail. Talk to the licensing officer as soon as possible. In Northern Ireland, if you plan to sell alcohol at an event, you will need to apply for an occasional liquor license from the Northern Ireland Court Service.

Insurance

Unfortunately, accidents can happen at even the best organised events. Therefore, you will need to consider and obtain insurance cover for your event, whether you are holding an event on your own premises or someone else's. beacon/bonfire events require specialist public liability cover. If you hire a park or venue or use land owned by a third party for your activity, they are likely to require you to have your own suitable insurance to cover your liability for any injury to the public or damage to other people's land or property.

Legal Essentials and Safety (This is your responsibility)

If hiring equipment for the event, you may need to insure these items; you may also need to consider cover for loss of any financial outlay you incur if the event has to be cancelled for reasons beyond your control, or loss of money, particularly if you are holding a fund-raising event. Therefore, to help you obtain the appropriate insurance, and risk management advice, we are working closely with Unity Insurance Services, which is a specialist insurance broker in the voluntary and non-profit sector.

They have developed a range of bespoke insurance covers specifically for the Beacon/Bonfire events. Unity is owned by a charity and donates all its profits back to charity, so to obtain a quote or for more details or advice on the insurance cover you may need, please visit Unity's website or telephone them on 0345 040 7702.



Alternatively, the licensing officer may be able to direct you to a suitable specialist company or broker, but you should not try to source this kind of insurance from a non-specialist.



Emergency Services

Tell your local Fire and Rescue Service and Police Force well in advance about the type of event you are planning, and get in touch with your local community police officer. Ensure that access for emergency services is maintained for your event. Write to the local fire brigade and ambulance service, particularly if you are planning to have a beacon/bonfire, fireworks, or an event that will attract a large crowd. St John's Ambulance and the British Red Cross will provide first aid and sometimes a vehicle. In some areas they are simply happy to receive a donation. In others, expect a fee to be charged.



Food and Drink

Basic food hygiene guidelines should be followed at all times if you are providing food and drink. Caterers must have food hygiene certificates. Advice on this subject can be obtained from your local council environmental officer.



Alcohol

If you want to sell alcohol you will need to secure a licence. From February 2005, licenses are granted by the local authority rather than the Magistrates Court. You should therefore contact your local authority licensing section and seek information from them on how to apply. During 2005 all existing licenses have to be renewed and this will inevitably lead to long lead-in-times. Please apply as early as possible.



Site Clearance

The local authority will arrange for clearance and disposal of litter after your event if it is on public ground (check for possible charges). You can help this process by arranging litter bins or recycling bins around the site, and a crew to clear up throughout the event.



Hiring or Borrowing Equipment

Your local authorities, or local event organisers may be able to help you with contacts for supplies such as marquees, portable toilets, barriers and bunting, or may in some cases have these for you to hire and borrow. You may also need to consider generators, a public address system, and emergency flood lighting. If you need to arrange insurance for your hired equipment, Unity Insurance Services can arrange this for you too.



All Ability Access

Access for people with a disability is very important. Many local authorities run community transport schemes. Talk to them about arranging transport. On greenfield sites, access may be improved by cutting the grass before the event.



Legal Essentials and Safety

This aspect of your event is your total responsibility, so please ensure you have undertaken all the necessary risk assessments and respective insurance etc, to reflect this.





Community and Environment Committee – 26th February 2024

Bishop's Waltham Community Volunteer Website Funding Request from Bishop's Waltham Town Team - *for consideration*

The Bishop's Waltham Community Volunteer (BWCV) website was set-up by the Town Team in 2023 as a central database for all community groups to be able to access and request volunteers for either specific events or for ongoing roles. There are currently 33 community organisations registered to the website, with 27 active roles (as of 12/02/24).

It is also used for potential volunteers to log their details into and receive tailored requests. There are currently 98 registered volunteers on the website.

The database has been a very well received tool for all involved and the Town Team are actively applying for grants from HCC and WCC for further marketing and expanding, including a mobile app, advertising within the Parish News and online webinars. For information, their application to BWPC was not granted due to the application being received outside of the usual time frame for applications.

As this is an ongoing venture, covering all community groups within Bishop's Waltham, the Town Team are looking for BWPC to eventually take this on and run it in its entirety (to be discussed at a future date).

At present, the Town Team are looking for 'sponsorship' of the BWCV website to cover the ongoing hosting and management costs. This is currently £24 per month.

Proposal: That Bishop's Waltham Parish Council pay the costs for hosting and managing the Bishop's Waltham Community Volunteer website at £24 per month as an ongoing concern.

Councillor Jelf

CEC Councillor & Town Team representative

12.02.24



Community and Environment Committee – 26th February 2024

Citizens Advice Outreach Programme – Response from Halls and Grounds Committee - *for consideration*

Citizens Advice contacted the Council last year to make them aware of their community outreach activities. As part of their work, the organisation offers to give free talks on various topics of public interest (for example, scam awareness).

The Community and Environment Committee considered the correspondence in their meeting, that took place on the 27th November 2023, and agreed an action to ask whether the Halls and Grounds Committee would permit a Parish Council room to be used to host such a session.

CE143/23

Correspondence – Citizens Advice Winchester District – *for consideration*

The offers of outreach services offered to residents were gratefully received.

A request was to be made to the Halls and Grounds Committee regarding whether a Parish Council room could be used to host one of the outreach sessions offered free of charge.

ACTION: Clerk

In the Halls and Grounds Committee meeting held on Tuesday 20th February, the following was resolved:

HG287/23

Request from Community and Environment Committee to Hold Scam Awareness Session in Parish Council Hall – *for consideration*

Such a session was acknowledged to be of potential interest to a wide range of residents.

The committee suggested that time slots be considered that might allow attendees of the lunch clubs held at the Jubilee Hall to attend.

Resolved: To permit a Parish Council room to be used free of charge to hold a Citizens Advice outreach talk.

Proposed: Cllr B Nicholson

Seconded: Cllr M Pavey

All in favour

Proposal: To consider whether the Committee would like to proceed with the organisation of a talk to be given by Citizens Advice as part of their outreach programme and to make further recommendations if appropriate.



Community and Environment Committee – 26th February 2024

Councillor's Report – Town Team Meeting – *for information*

A meeting of the Town Team took place on Monday 5th February. Please find the meeting minutes overleaf.

Main points to note;

- Open Forum being held on 16th March 10:30 – 11:30am at the United Free Church, Basingwell Street – all invited.
- TT offered the use of their communications channels to help promote our Forward Plan.
- TT requested that BWPC consider the idea of 'sponsoring' the Bishop's Waltham Community Volunteer Website (to be discussed in separate agenda item).

Cllr Jelf 08.02.24



Bishop's Waltham Town Team Meeting
Monday 5th February 2024, 17:30 at BW Youth Club

Minutes

1. **Apologies for absence:** Mark Emmerson (ME); Barry Nicholson (BN); Davina Tibbets (DT); Frankie Ridley (FR); Sarah Berry (SB); Justine Greenfield (JG); Fiona McIntyre (FMc)

Attending: Robin (RS); Robert (RSh); Anita (AT); Lindsay (LE); Julie (JA); Linda (LJ); Ed (EJ); Steve (SM).

2. **Matters Arising from the minutes of the meeting held on 8.1.24.**

No amendments to minutes.

RS advised that Fiona was unable to attend this meeting but had already taken over the e News and What's on management from Justine.

JG had provided updates on actions taken since last meeting (sent in email to all members): BW Bites and Give & Take – flyers created and circulated for comments; eNews production adverts etc.

BWCV – explanation of display of opportunities; emails sent to providers.

Open Forum – flyer designed and article in Parish News; to be posted on What's On page.

Meeting with BW Junior School (FoBS) – AT and JG met with 2 representatives from FoBS.

Ways to increase visibility were discussed and advice given on resources and links with other organisations including the TT.

3. **Activities and events for 2024 – continuing and new.**

BW Bites – RS to manage event in April, JA to take over for October event. No Co-op grant available at this time – RS to be advised if this changes.

Group agreed unanimously to increase ticket price to £10.

TT Forum/Presentation to other groups – RSh had contacted several organisations and 8 slots had been booked at meetings, 4 other organisations had requested that details and video links were sent to them.

AT suggested that RSh should contact the Chairman of the Photographic Society.

RS to provide flyers for RSh to take to meetings.

BWCV Progress – JG working on website; site to be publicised at the Forum.

RS advised that the TT paid £24 pm to JG's company for managing the site. Possibility of Parish Council taking over the management in the future in the meantime it was agreed to seek sponsorship from the PC. EJ to raise this with PC.

RSh noted that the site still displayed an advert for a Social Media Manager for the TT – RS asked RSh to remove this as the position was now filled by FR.

4. **Grants and Awards – Co-op; HCC.**

No grant from Co-op at present.

Two grants (£300 & £295) received from Cllr Humby at HCC. The group tabled their thanks to Cllr Humby. This would cover the costs of the Forum and Volunteer Database for this year.

The group raised concerns about whether grants would be available in future years due to HCC cuts in budgets.

EJ reminded all that the first round of grant funding from the PC would be available in April.

5. [Roles and responsibilities.](#)

Printing of flyer for Give & Take – correction of August date – RS to advise JG.
Forum publicity – flyers to PC for noticeboards, office and phone box; promotion in High Street week before.

6. [New members/friends.](#)

New member Fiona McIntyre was unable to attend – see agenda item (2).

7. [Financial Report.](#)

Noted.

8. [AOB.](#)

EJ – PC had reopened the Forward Plan survey following a disappointing response. RS suggested that the TT may be able to help with the publicity. EJ to contact JG.

AT – reported on meeting with DT concerning the BW Sustainability Group. Early days for the Group but an event was planned in March.

JA – referred to the email sent by FR to all members concerning rebranding of the TT etc.

RS agreed that this would be an agenda item at the next meeting when FR could attend and present her suggestions.

9. [Date of next meeting.](#)

Monday 4th March 2024, 17:30pm at the Youth Hall.

Meeting closed at 18:42.

[Actions Arising from meeting:](#)

Subject	Action	Action by
TT Forum	Contact Photographic Society	RSh
TT Forum	Flyers to RSh	RS
BWCV website	PC sponsorship	EJ
G & T dates	Correction to August date	RS/JG
TT flyers	To PC	RS
PC Forward Plan	TT to help with publicity	EJ/JG
TT rebranding etc	Agenda item March	RS/LE



Community and Environment Committee – 26th February 2024

Councillor's Report – North Pond Conservation Group Meeting

– for information

I attended a meeting of the North Pond Conservation Group that took place on 13th December. Please find the meeting minutes overleaf.

Main point to note;

- When discussing fund raising, I suggested that the group consider contacting the Council with a view to submitting a grant application (agenda item 9).

Cllr Conduct 20.02.24

Bishop's Waltham North Pond Conservation Group

Committee Meeting Wednesday 13th December 2023

Attendees:

Barry Jerome, Eric Birbeck, John Moore, Colin Bown, Gill Overton, Piers Spencer, Martin Wiltshire, Jenny Williams, Tracey Conduct (rep BW Parish Council), Louise Padelopoulos (rep HioW Wildlife Trust)

1. Apologies received from David Maclean, Gary Pothecary and John Dixie

Tracey and Louise were welcomed.

2. Actions from 31st May 2023 Committee Meeting

- i. Gemini had had trouble finding dry days, but have now finished everything.
- ii. The post of Assistant Treasurer now filled.

3. Accounts update

John Moore gave an update on the previous financial year Dec 2022-Nov 2023. Statement attached. Community Account to be pushed. Barclays charge charities £8.50 a month if they have more than one Trustee.

Maintenance fund from Duke's stands ca. £18K.

4. "800 Years of a Great Pond" update

Jenny gave an update from Trish Simpson-Davies. 360 copies had been printed, of which 23 were left in stock. 100 copies were sold at the Co-op in 2 months when stocked at the checkout – impulse buys and a lot of interest from the general public. Book still available at the Post Office, Tashinga and Sweet Corner. Remainder of stock expected to sell next season at the Museum.

To date 189 books paid for, allowing all print loans to be repaid. The 2 biggest customers, Post Office and the Co-op, pay 2 months behind so there was still quite a bit to come in. Costs associated with publishing not all in as it is expected that more copies will have to be sent to the British Library, but clear that a small profit was going to be made which hopefully will enable a dividend to be paid out to the North Pond Group and Oral History Group.

5. Work parties update

An update was given by Barry. The amount of water in the North Pond had prevented work on the centre. Will need to wait until late Spring when the water stops flowing. The water table is already a long way up, earlier than normal. Punt used in past for some maintenance when water level high. Work parties will continue until March when the bird nesting season begins. Channel was cleared and some work on centre before the high water level stopped further work. Went round edge and cut back 2 weeks ago. 15 bottles found round picnic table.

Rats: Offer from the Lengthsman, who has ferrets, to tackle the rat problem. Offer to be accepted.

Work to do: Clear for spring flowers (daffodils, snowdrops, bluebells, .) in Corhampton Road lay-by area. Viewing area to be cut down. Fill in ratholes – Robin Breach volunteer.

Chairman thanked Martin for all the work he has done over many years. He has brush cutter in his care, Piers offered to store it.

Colin offered to help mend damaged fencing near footbridge, refund to be claimed from WCC. Needs strimming under fences. Piers reported lights on footbridge had been replaced. Colin had seen Environment Agency at sluice investigating the tunnel under the main road. Cracks have appeared in the road above the tunnel. Eric asked about replacement for Sue at WCC. Barry said Sue not replaced but we have a contact there. Discussion re sluice and outlet – opportunity to enlarge. An Eel pass is being constructed from the R. Hamble up to the South Pond. It needs a 4-5 m drop. Station road closed while construction taking place.

6. **Paths resurfacing and new path**

Barry gave an update. Should have been done in the Spring but weather and supply difficulties, so happened in September. Existing paths in Corhampton Road and Winchester road Viewing areas were resurfaced. A new path was constructed at the Corhampton road Viewing area from the main footpath to the picnic table and the existing path was extended for a new memorial seat. A new waste bin in the Winchester road Viewing area is not required as two exist in the vicinity.

7. **Minibus Group memorial seat**

Barry gave an update. The Minibus group have donated a memorial seat for Ian and Joyce Gilroy who supported the Minibus group over many years. It is to be placed next to the existing seat, which is a memorial to close friends of Ian and Joyce.

8. **North Pond Facebook page**

Louise briefed everyone on the set up of a new Facebook page. Louise asked for other names to have update authority on the new page. Piers to help.

9. **Fund raising organisations**

Louise provided information on fund raising organisations. Big Give is one organisation, nominate your charity and money double. Possible that N Pond could access. Tracey said Parish Council contact Alison could direct towards opportunities as there was grant money about for community based projects, Chairman explained about money from David when he was Mayor of Winchester and plans ahead to build a pond dipping platform for children in the water near the lay-by area. Additional funding would be needed. Tracey would speak to Alison.

10. **Plans for 2024**

- Regular maintenance. Need to cut back some trees encroaching on centre of the Pond. Hampshire Highways and Foremost Tree surgeons did some good work on a community volunteer day.
- Some trees were leaning out of the pond and needed cutting back. Foremost Tree surgeons quoted and did the work for us. Work could not be done until the water level fell. Logs & branches left on-site for processing by our volunteers. Some other leaning trees cut down by Piers, one still requires cutting back.
- Soil level has dropped in part of the Winchester road Viewing area under the fences by the water. Piers suggested mud from sluice area could be used to raise the soil level. This could

be done when the water level drops and exposes the mud. Soil from other parts of the viewing area could also be used. Tracey has access to JCB.

- There was discussion on the vacant roles of Secretary and Minutes Secretary. Louise said she would put a volunteer role request on the community web site for a Secretary.

11. **AOB**

1. There will be a Rotary Club event in the summer and St. Peters Country Fayre again next September. Jenny would like to pass on the role of organising the North Pond Group stand.
2. A new reservoir is being built at Havant by Portsmouth Water, water from there is being piped to Otterbourne, reducing water taken from R. Itchen. A potential for the future could be for water to also go to Northbrook pumping station, reducing water taken from the water table supplying the R. Hamble above the North Pond.



Community and Environment Committee – 26th February 2024

Chairman's Report - *for information*

Since our last meeting I have attended:

- Town Team Meeting
- FP&R Meeting (Co-Opted)
- Full Council Meeting
- P&H Meeting

Cllr Jelf 20.02.24