



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

I hereby give you notice that the **ANNUAL MEETING of the PARISH COUNCIL** will be held at **7.00pm** in the Jubilee Hall, Little Shore Lane on Tuesday 14<sup>th</sup> May 2024.  
Dated this 7<sup>th</sup> May 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. Election of Chairman of the Council
2. To receive the Chairman's Declaration of Acceptance of Office
3. Election of Vice Chairman
4. To receive the Vice Chairman's Declaration of Acceptance of Office.
5. To receive and accept apologies for non-attendance
6. To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda
7. To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda
8. Applications for Co-option to the Council (1 vacancy) – *for consideration*
9. Co-option to the Council (1 vacancy) – *for consideration*
10. Approval of Standing Committees for 2024/25
11. Reappointment of Council Working Groups for 2024/25
12. Approval of Representatives to Outside Bodies for 2024/25
13. Acceptance of Calendar of Meeting Dates for 2024/25
14. General Power of Competence  
To resolve to re-adopt the General Power of Competence
15. Readoption and signing of the Civility and Respect Pledge – *for consideration*
16. Public Session – to last no longer than 30 minutes - *for information*
17. To receive the reports from the County Council and District Council Representatives
18. To receive the Minutes of the Committees of the Parish Council



19. To approve the Minutes of the Meetings 9<sup>th</sup>, 22<sup>nd</sup> and 30<sup>th</sup> April 2024
20. Actions arising from the minutes of the meeting of 9<sup>th</sup> April 2024 - *for information*
21. To receive current financial statement and balance sheet
22. Funding Receipts and Allocations 2018-2026 – *for information only*
23. Updated Model Financial Regulations – *for consideration and approval*
24. Coronation Hall – Costs of Purchase Overview and Option to Tax – *for ratification*
25. Grant Awards – *for ratification*
26. Planning Applications:  
To ratify the recommendations from the Planning & Highways Committee
27. Draft Specification for Parish Council Website Update – *for consideration*
28. Review of Men's Shed Request and Current Situation – *for consideration*
29. Chairman's report - *for information only*
30. Councillors' and Clerk's reports – *for information only*
31. CSO Report – *for information only*
32. Councillors' Surgery – Report and Future Meetings – *for consideration*
33. Requests for future agenda items - *for information only*
34. Date of next meeting – 11<sup>th</sup> June 2024
35. 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.**

36. Staffing Matters – *for consideration*
37. Well House – Update – *for consideration*
38. Land Investigation – Update from Working Group – *for consideration*
39. Access Footpath & Gate to Priory Park – Update from Landowner – *for consideration*
40. Recommendations from the Finance, Policy and Resources Committee:-  
from the Halls and Grounds Committee
  - i) Quotations for Mower Purchase – *for approval*
  - ii) Quotations for Drainage Work on Priory Park Football Pitches – *for approval*
  - iii) Restructure of Jubilee Hall Car Park Season Tickets – *for approval*



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

14<sup>th</sup> May 2024

### **Agenda Item – Co-option to the Council (1 vacancy)**

Councillors are to consider the three applications received for the one current vacancy, in accordance with the adopted Co-option Procedure for Bishop's Waltham Parish Council.

In order of receipt:-

- Mrs Josie Wood
- Mr Mike Homer
- Mr Alex Coles

*Note: a further vacancy is arising, following the notification of by-election request during April and May, which will be available via co-option next month.*

#### **Proposal:**

**To consider the applications received and vote on whether to co-opt an applicant to the council, and which one, or not.**

**Executive Officer**

**8.5.24**

**Application Form – Role of Parish Councillor at Bishop’s Waltham Parish Council**

Name Josephine [REDACTED] Wood

Address [REDACTED]  
Bishop’s Waltham  
Southampton  
Hampshire  
[REDACTED]

**Contact Details:** Email: [REDACTED] Telephone: [REDACTED]

**Criteria for eligibility:** (see attached for full details)

- Aged 18 or over ☐
- British citizen ☐
- Meet criteria of residency ☐ Which one? .....All three.....
- Be clear of any reason of disqualification ☐

Please complete the following sections of the application form to provide information on yourself, your interest in local matters and your potential involvement as a Parish Councillor.

**Why do you wish to become a Parish Councillor?**

Having lived in the Meon Valley area for 42 years and in Bishop’s Waltham for 11 years, I am very proud of our beautiful community and wish to support and strengthen Bishop’s Waltham to meet future challenges.

**How would you contribute to the Parish Council and actions to help improve our community?**

I would ensure that I was aware of our residents’ concerns and any plans that the Winchester District Council and Hampshire County Council have for our area. I would attend all relevant meetings within the Bishop’s Waltham formal calendar and be willing to represent our residents at meetings with other organisations. I would undertake to provide whatever help was required to enhance living in Bishop’s Waltham.

**Have you undertaken any form of community work? and if so, please provide a recent example.**

I have volunteered with the Meon Valley Foodbank since 2015 on a weekly basis. I have been a Parish Councillor and represented the Parish Council at organisations such as the Bishop’s Waltham Museum Trust. I have also been a Friend of the Meon Valley Lions when available at events.

**Do you have time and commitment to attend committees and Working Groups (possibly daytime) in addition to attending Full Parish Council meetings and Committee meetings?**

I would attend all relevant meetings, both in the evening and during the day as I am retired.

**Do you have any current or planned interests or membership of any other group that may conflict with you attending council meetings?**

None that would impede my attendance at Parish Council commitments.

**Would you be prepared to take responsibility for specific tasks and be willing to represent the Council and the community?**

Yes, in all aspects of the Parish Council’s work in which I have the necessary skillset. I would also undertake training to increase my skills as needed.



Bishop's Waltham Parish Council  
Executive Officer: Mrs E McKenzie  
01489 892323

Parish Council Office  
The Jubilee Hall  
Little Shore Lane  
Bishop's Waltham  
Hampshire  
SO32 1ED

**Application Form – Role of Parish Councillor at Bishop's Waltham Parish Council**

Name .....Mike Homer.....

Address..... [redacted] Bishops Waltham, [redacted] .....

[redacted] .....

**Contact Details:**

Email: [redacted]

Telephone: [redacted]

**Criteria for eligibility:** (see attached for full details)

- Aged 18 or over ☒
- British citizen ☒
- Meet criteria of residency ☒ Which one? .....(a) resident.....
- Be clear of any reason of disqualification ☒

Please complete the following sections of the application form to provide information on yourself, your interest in local matters and your potential involvement as a Parish Councillor.

Why do you wish to become a Parish Councillor?

Having lived in the village and surrounding areas since birth I was fortunate enough to grow up and reside in an area with a great community spirit. I now feel it's time for me to contribute and give back to the community that helped shape me by championing our cause.

How would you contribute to the Parish Council and actions to help improve our community?



My developing interest in the workings of the Parish Council has required me to attend a couple of meetings in recent months as well as corresponding directly with the Parish Clerk on matters of highway safety. I feel that with new ideas and alternative viewpoints / approaches developed in my professional life I can assist in the protection of our community and add value to the Parish Council and the village.

Have you undertaken any form of community work? and if so, please provide a recent example.

While not actively undertaking community work locally, through my professional career I have always strived to help society and communities where we are located. Previous examples have included clearance / maintenance and upgrading of outdoor classrooms, community gardens, children's play parks as well as charity and fund-raising events for food banks etc.

Do you have time and commitment to attend committees and Working Groups (possibly daytime) in addition to attending Full Parish Council meetings and Committee meetings?

Yes. However, in acknowledgement of the commitments I have in both my family and professional life, I can manage and co-ordinate my diary to be able to attend and contribute to the various meetings, various community initiatives and working groups as required.

Do you have any current or planned interests or membership of any other group that may conflict with you attending council meetings?

No.

Would you be prepared to take responsibility for specific tasks and be willing to represent the Council and the community?

Yes, again provided there was sufficient notice, planning etc I would be willing to take responsibility and / or provide others with the level of support required.

## Application Form – Role of Parish Councillor at Bishop's Waltham Parish Council

Name: Alex Coles Address: [REDACTED] Bishop's Waltham, [REDACTED]

**Contact Details:** Email: [REDACTED] Telephone: [REDACTED]

**Criteria for eligibility:** (see attached for full details)

- Aged 18 or over ☒
- British citizen ☒
- Meet criteria of residency ☒ Which one? A and D
- Be clear of any reason of disqualification ☒

*Please complete the following sections of the application form to provide information on yourself, your interest in local matters and your potential involvement as a Parish Councillor.*

### **Why do you wish to become a Parish Councillor?**

I've been a lifelong resident of Bishop's Waltham, and have in that time developed a close relationship with the community. Serving as Parish Councillor would be a natural extension of my connection to BW as a commitment to contributing positively to the area I'm so fortunate to call home. I'm passionate about making Bishop's Waltham a vibrant and inclusive place for everyone, where everyone feels heard and valued. I see serving as Parish Councillor as an opportunity to give back to the community that has given me so much, and to play a part in shaping its future for the better.

### **How would you contribute to the Parish Council and actions to help improve our community?**

I'm eager to work collaboratively with other councillors to address the challenges that face BW, whether it's enhancing local amenities, supporting local business, or advocating for initiatives that promote sustainability and environmental responsibility. Community engagement and listening to residents are not just tick boxes on a to-do list; they would be fundamental to my approach as Parish Councillor. The best solutions to BW's challenges come from within our community itself, which is why I'd be committed to prioritising the perspectives of BW's residents in decision making.

### **Have you undertaken any form of community work? and if so, please provide a recent example.**

I recently ran for District Councillor, and this gave me firsthand experience in engaging with residents and listening to their concerns. I'm extremely grateful for the opportunity to connect with residents from many different backgrounds, and to really understand the issues that matter most to them. Engaging with the community at a grassroots level allowed me to really understand our community fabric, whether it be those concerned about the high street, local development, or our amenities, such as the GP. Such engagement really reinforced my belief in community engagement, as to really use local government's powers to benefit BW's residents as best it can.

### **Do you have time and commitment to attend committees and Working Groups (possibly daytime) in addition to attending Full Parish Council meetings and Committee meetings?**

Yes

### **Do you have any current or planned interests or membership of any other group that may conflict with you attending council meetings?**

No

### **Would you be prepared to take responsibility for specific tasks and be willing to represent the Council and the community?**

Yes – absolutely!



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

14<sup>th</sup> May 2024

### **Agenda Item – Co-option to the Council (1 vacancy) – *for consideration***

The Parish Council currently has one casual vacancy arising from the resignation of Cllr Iro. The appropriate notifications have been published.

No notification as a request for a by-election has 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 11<sup>th</sup> June 2024.**

**Executive Officer  
8.5.24**





## Bishop's Waltham Parish Council

14<sup>th</sup> May 2024

### Agenda Item – Standing Committees for 2024/25

**For consideration, with application of Standing Orders, and noting two vacancies due to be filled by mid-June 2024:-**

#### **Finance, Policy and Resources Committee**

Kevin Jones  
Judy Marsh  
Barry Nicholson  
*Micky Pavey*  
Jo Smith  
Rowan Stallard  
Jonathan Williams  
Patricia Wilson

(8)

#### **Halls and Grounds Committee**

Ritchie Latham  
Judy Marsh  
Barry Nicholson  
*Micky Pavey*  
Jo Smith  
Rowan Stallard  
Andy Webb  
Patricia Wilson

(8)

#### **Community and Environment Committee**

Tracy Conduct  
Ed Jelf  
Ritchie Latham  
Judy Marsh  
Andy Webb

(5)

#### **Planning and Highways Committee**

Tracy Conduct  
Ed Jelf  
Kevin Jones  
Barry Nicholson  
Jo Smith  
Jonathan Williams  
Patricia Wilson

(7)

#### **West Hoe Cemetery Management Committee**

Tracy Conduct  
Judy Marsh

(2)

**Proposal: to consider and appoint the Standing Committees Members for 2024-25**

Exec Officer  
8.5.24



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

**14<sup>th</sup> May 2024**

### **Agenda Item – Re-appointment of Council Working Groups**

The Parish Council has no current Council working groups.

At present, most projects are being progressed via Standing Committee and will be considered at that level.

#### **Proposal:**

**To note, if necessary, the re-appointment of any Council working groups for 2024/25 (or delegate to relevant Standing Committee as appropriate).**

Executive Officer  
8.5.24



## Bishop's Waltham Parish Council

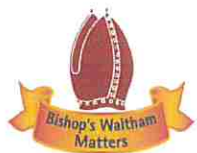
14<sup>th</sup> May 2024

### Agenda Item – Council Representatives on Outside Bodies 2024-25

Outside Body	Representative	Reserve
Hampshire Association of Local Councils	Chairman of Parish Council	Vice Chairman of Parish Council
Winchester District Association of Parish Councils	Vice Chairman of Parish Council	Chairman of Parish Council
Community Safety Partnership/Police	Cllr Jelf	Vacancy
Swanmore Management Committee	Vacancy	Vacancy
Southern Parishes	Cllr Nicholson	Cllr Williams

**Proposal: to approve the Council representatives to outside bodies**

**Executive Officer  
8.5.24**



## Bishop's Waltham Parish Council

14<sup>th</sup> May 2024

### Agenda Item – Calendar of meeting dates for 2024-25

*All meetings commence at 7.00pm unless otherwise stated*

#### **2024**

##### **May**

7 <sup>th</sup>	Finance, Policy & Resources Committee
14 <sup>th</sup>	Parish Council
21 <sup>st</sup>	Halls & Grounds Committee
28 <sup>th</sup> 6pm	Community & Environment Committee ( <i>Note: day and time change</i> )
28 <sup>th</sup> 7pm	Planning & Highways Committee

##### **June**

**DRAFT – to be confirmed by Council May 2024**

4 <sup>th</sup>	Finance, Policy & Resources Committee
11 <sup>th</sup>	Parish Council
18 <sup>th</sup>	Halls & Grounds Committee
24 <sup>th</sup>	Community & Environment Committee
25 <sup>th</sup>	Planning & Highways Committee

##### **July**

2 <sup>nd</sup>	Finance, Policy & Resources Committee
9 <sup>th</sup>	Parish Council
16 <sup>th</sup>	Halls & Grounds Committee
22 <sup>nd</sup>	Community & Environment Committee
23 <sup>rd</sup>	Planning & Highways Committee

##### **August**

6 <sup>th</sup>	Finance, Policy & Resources Committee
13 <sup>th</sup>	Parish Council
20 <sup>th</sup>	Halls & Grounds Committee
27 <sup>th</sup> 6pm	Community & Environment Committee ( <i>Note: day and time change</i> )
27 <sup>th</sup> 7pm	Planning & Highways Committee

##### **September**

3 <sup>rd</sup>	Finance, Policy & Resources Committee
10 <sup>th</sup>	Parish Council
17 <sup>th</sup>	Halls & Grounds Committee
23 <sup>rd</sup>	Community & Environment Committee
24 <sup>th</sup>	Planning & Highways Committee

##### **October**

1 <sup>st</sup>	Finance, Policy & Resources Committee
8 <sup>th</sup>	Parish Council
15 <sup>th</sup>	Halls & Grounds Committee
21 <sup>st</sup>	Community & Environment Committee
22 <sup>nd</sup>	Planning & Highways Committee



## November

5 <sup>th</sup>	Finance, Policy & Resources Committee
12 <sup>th</sup>	Parish Council
19 <sup>th</sup>	Halls & Grounds Committee
25 <sup>th</sup>	Community & Environment Committee
26 <sup>th</sup>	Planning & Highways Committee

## December

3 <sup>rd</sup>	Finance, Policy & Resources Committee
10 <sup>th</sup>	Parish Council
17 <sup>th</sup>	Halls & Grounds Committee

## 2025

### January

7 <sup>th</sup>	Finance, Policy & Resources Committee
14 <sup>th</sup>	Parish Council
21 <sup>st</sup>	Halls & Grounds Committee
27 <sup>th</sup>	Community & Environment Committee
28 <sup>th</sup>	Planning & Highways Committee

### February

4 <sup>th</sup>	Finance, Policy & Resources Committee
11 <sup>th</sup>	Parish Council
18 <sup>th</sup>	Halls & Grounds Committee
24 <sup>th</sup>	Community & Environment Committee
25 <sup>th</sup>	Planning & Highways Committee

### March

4 <sup>th</sup>	Finance, Policy & Resources Committee
11 <sup>th</sup>	Parish Council
18 <sup>th</sup>	Halls & Grounds Committee
24 <sup>th</sup>	Community & Environment Committee
25 <sup>th</sup>	Planning & Highways Committee

### April

1 <sup>st</sup>	Finance, Policy & Resources Committee
8 <sup>th</sup>	Parish Council
15 <sup>th</sup>	Halls & Grounds Committee
28 <sup>th</sup>	Community & Environment Committee ( <i>later date due to Easter</i> )
29 <sup>th</sup>	Planning & Highways Committee ( <i>later date due to Easter</i> )

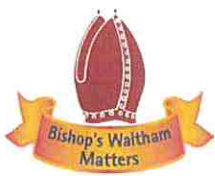
### May

6 <sup>th</sup>	Finance, Policy & Resources Committee
13 <sup>th</sup>	Parish Council
20 <sup>th</sup>	Halls & Grounds Committee
27 <sup>th</sup> 6pm	Community & Environment Committee ( <i>Note: day and time change</i> )
27 <sup>th</sup> 7pm	Planning & Highways Committee

**Proposal: To accept and note the Calendar of Meeting Dates for 2024-2025**

**Executive Officer 8.5.24**





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

**14<sup>th</sup> May 2024**

### **Agenda Item – General Power of Competence – *for readoption***

The General Power of Competence, (Localism Act 2011 (sections 1 to 8), (LA2011 s1 (1))) gives eligible Councils the power to do anything that individuals generally might do.

To use the GPC Councils must meet certain criteria

- 2/3 of the Councillors must be elected.
- It must have a Qualified Clerk.

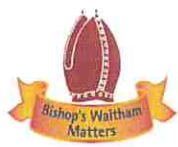
At a full meeting of the Council each year, it must resolve that it meets the criteria for eligibility.

#### **Proposal:**

**To note that Bishop's Waltham Parish Council meets the criteria necessary for 2024-2025, to enable the use of the General Power of Competence, Localism Act 2011.**

Executive Officer  
8.5.24





## Bishop's Waltham Parish Council

14<sup>th</sup> May 2024

### **Agenda Item – Readoption and Signing of the Civility and Respect Pledge** *– for consideration*

The pledge was adopted and signed in October 2022 and updated in January and May 2023. The Parish Council of 2024 needs to consider its readoption and signing thereof.

#### **CIVILITY AND RESPECT PLEDGE**

NALC, SLCC, and OVW believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector. The Civility and Respect Pledge is being introduced because there is no place for bullying, harassment and intimidation within our sector. The pledge is easy for councils to sign up for and it will enable councils to demonstrate that they are committed to standing up to poor behaviour across our sector and to driving through positive changes which support civil and respectful conduct. We invite all councils to take the Civility and Respect Pledge.

<https://www.nalc.gov.uk/our-work/civility-and-respect-project>

#### **The Pledge**

By signing the Pledge, your council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the Local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

#### **MISSION STATEMENT**

- Civility and respect should be at the heart of public life, and good governance is fundamental to ensuring an effective and well-functioning democracy at all levels.
- The intimidation, abuse, bullying and harassment of councillors, clerks and council staff, in person or online, is unacceptable, whether by councillors, clerks, council staff, or public members.
- This can prevent councils from functioning effectively, councillors from representing local people, discourage people from getting involved, including standing for election, and undermine public confidence and trust in local democracy.
- NALC, county associations and OVW, as the membership organisations representing the first tier of local government in England and Wales, and the SLCC, as the professional body for clerks, are committed to working together to promote civility and respect in public life, good governance, positive debate and supporting the well-being of councillors, professional officers and staff.
- To that end, the Civility and Respect Working Group will be working to deliver tangible resources, actions and interventions in four main areas: providing councils with the tools to support good governance; lobbying to strengthen the standards regime and encouraging more people to get involved; training; and processes to intervene to provide support to struggling councils.

**Proposal: To consider the readoption of the Civility and Respect Pledge for Bishop's Waltham Parish Council and, if agreeable, sign the pledge and uphold it going forwards.**

**Executive Officer 8.5.24**

## COUNTY COUNCILLOR ROB HUMBY'S REPORT - MAY 2024

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

- **Councillor Rob Humby**
  - Leader and Executive Member for Hampshire 2050 and Corporate Services
- **Councillor Roz Chadd**
  - Deputy Leader and Executive Member for Hampshire 2050 and Corporate Services
- **Councillor Liz Fairhurst**
  - Executive Lead Member for Adult Social Care and Public Health
- **Councillor Jan Warwick**
  - Executive Member for Younger Adults and Health and Wellbeing
- **Councillor Edward Heron**
  - Executive Lead Member for Children's Services
- **Councillor Steve Forster**
  - Executive Member for Education
- **Councillor Nick Adams-King**
  - Executive Lead Member for Universal Services
- **Councillor Kirsty North**
  - Executive Member for Countryside and Regulatory Services
- **Councillor Zoe Huggins**
  - Executive Member for Performance, Human Resources, Communications and Inclusion and Diversity

### **PRIMARY SCHOOL PLACE OFFERS CONFIRMED BY HAMPSHIRE COUNTY COUNCIL**

Parents in Hampshire who applied on time for a school place for children starting school in September 2024 – either in Reception Year or in year 3 in a junior school – have been sent the outcome of their application by Hampshire County Council

[Primary school place offers confirmed by Hampshire County Council | Hampshire County Council \(hants.gov.uk\)](#)

### **CHANGES ANNOUNCED TO HAMPSHIRE COUNTY COUNCIL'S CABINET**

The following changes to Hampshire County Council's Cabinet membership have been announced today, as Councillor Russell Oppenheimer has been asked to step down as Executive Member for Universal Services – Countryside and Regulatory Services in relation to confidentiality issues

[Changes announced to Hampshire County Council's Cabinet | Hampshire County Council \(hants.gov.uk\)](#)

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

### **Our services**

Births, deaths and ceremonies  
Business, economy and consumers  
Community support  
Education and learning  
Jobs, careers and volunteering  
Land, planning and environment  
Libraries and archives  
Social care and health  
Things to do in Hampshire  
Transport and roads  
Waste prevention and recycling  
About the council

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

District, borough and city councils provide services such as:

- 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**

14<sup>th</sup> May 2024

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

Since the last Parish Council meeting (19<sup>th</sup> April 2024) when the Committee minutes were last tabled, Councillors have received copies of the following minutes via email.

Finance, Policy & Resources Committee	2.4.24
Halls & Grounds Committee	19.3.24
Community & Environment Committee	25.3.24
Planning & Highways Committee	26.3.24
West Hoe Cemetery Management Committee	25.1.24

#### **Proposal:**

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



**BISHOP'S WALTHAM PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council**  
**held on Tuesday 9<sup>th</sup> April 2024 at The Jubilee Hall**  
**commencing at 7pm**

**Present:**

Cllr Conduct	
Cllr Jelf	
Cllr Jones	
Cllr Latham	
Cllr Marsh	Chair of the Council
Cllr Nicholson	
Cllr Smith	
Cllr Stallard	
Cllr Webb	
Cllr Wilson	
Cllr Miller	WCC Councillor

**In attendance:** Mrs E McKenzie Executive Officer

Members of the public: 7

**PC298/23 To receive and accept apologies for non-attendance**

Cllr Pavey – Family Commitments

Cllr Williams – Work Commitments

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

**Proposed: Cllr Conduct**

**Seconded: Cllr Latham**

**All in favour**

**PC299/23 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

None.

**PC300/23 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**

None.

**PC301/23 To note the resignation of a councillor and casual vacancy arising.**

**Resolved: To note and accept the resignation of Cllr Don Iro and approve the notification of a casual vacancy.**

**Proposed: Cllr Conduct**

**Seconded: Cllr Wilson**

**All in favour**

**PC302/23 Co-option to the Council**

**Resolved: To readvertise the casual vacancy arising in March 2024 and to seek to fill the vacancy by co-option at the meeting of 14<sup>th</sup> May 2024**

**Proposed: Cllr Marsh**

**Seconded: Cllr Jelf**

**All in favour**

**ACTION: Executive Officer**

**PC303/23 Public Session**

Two members of the public, business managers in the High Street, were in attendance to highlight the issues arising concerning the bin store facility in the central Basingwell Street car park following letters received by HCC advising business owners to use the new facility. It was felt that staff were at risk in crossing the road to the facility and insurance would not cover businesses for this risk. It was stated that Houchin Street was a service road and, as such, should be clear and available for business use, not public use. This statement was queried as the road is public highway. The councillors spoke to

confirm that concerns were shared and that the idea to keep the bins in one place to be tidy and safe away from the highway had its challenges in terms of the size of the facility provided by WCC, the visual impact, the movement of the disabled parking bays, and loss of four parking spaces. Talks were planned between the Parish Council, WCC and HCC (HH) to discuss a way forward with this matter and a formal review planned for June. The Council advised the business owners to reply to HCC and the Councillor Lead to explain their concerns directly.

A member of the public from the Locks Farm area spoke to raise concerns about the solar farm development currently taking place at Locks Farm – planning conditions and discharges needed to be monitored. It was advised that any issues arising should be reported directly to WCC Enforcement team with evidence. The speaker continued with the news of a public consultation on a new planning application for another solar farm on the boundary of Bishop's Waltham and Shedfield. The site chosen was of concern as it was on deer park land and the historic Park Lug. The Council stated that representatives would be attending the consultation and keeping a close eye on this application.

A further public member asked if the Parish Council had plans to change the 30mph speed limits to 20mph as per the new initiative being considered for devolution to Parish Councils. The Planning and Highways Committee Chairman replied that this had not been devolved yet and the costs identified to action these initiatives were considerable and well outside the Parish Council's budget for 2024-5. Carefully consideration of sites would be required and funding available duly deliberated. The question of enforcement was raised which was confirmed as outside Parish Council's power and would remain with Hampshire Constabulary.

Cllr Jones raised the issue of the Men's Shed group and their growth in membership leading to the need to move to a bigger property to enable all members to attend sessions. The concern of the group moving from the town was highlighted as detrimental and it was encouraged that support should be offered to the group as much as possible. This matter would be referred to a future meeting for more full discussion.

**PC304/23 To receive the report from the County Council and District Council Representatives.**

Cllr Humby's report was noted.

Cllr Williams had sent his apologies for non-attendance due to work commitments.

Cllr Miller reported that:-

- A replacement for the damaged Langton Road sign was now on order for installation.
- City Fibre were involved in broadband installation in the Ashton Lane area, not HCC, and the resident requesting information on this had been passed the contact details for this company.
- The central car park bin store fencing had been discussed with WCC and more screened fencing was under discussion, as was the adjustment to the disabled parking bay lining.

*Cllr Miller left the meeting at this point.*

**PC305/23 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 Jelf**

**All in favour**

**PC306/23 Approval of the minutes of the meeting 12<sup>th</sup> March 2024**

**Resolved: to approve the minutes of the meeting 12<sup>th</sup> March 2024**

**Proposed: Cllr Marsh**

**Seconded: Cllr Conduct**

**All in favour who were in attendance at the meeting of 12<sup>th</sup> March 2024**

**PC307/23 Actions arising from the minutes of the meeting 12<sup>th</sup> March 2024**

The Executive Officer provided updates on actions in progress.

It was noted that WCC had now emptied the waste bin on the churchyard footpath which had been uncollected for over a week.



**PC308/23 To receive current financial statement and balance sheet**

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

**Proposed: Cllr Marsh**

**Seconded: Cllr Jones**

**All in favour**

**PC309/23 Annual Asset Register**

Thanks were given to Cllr Jelf and Cllr Stallard for undertaking this year's check. It was noted that a summary of recommendations was due for next year's check to include a pre-check by the Halls Manager and Senior Groundsman and the idea of barcoding to mark assets for easy identification.

**Resolved: to approve the Annual Asset Register as of 9.4.24**

**Proposed: Cllr Webb**

**Seconded: Cllr Jones**

**All in favour**

**PC309/23 Allotment Fencing**

It was explained that Crest Nicholson had approved this work, as within the S106 agreement to provide fencing for the Allotment along the extended Albany Road. However, the contractor was then discovered to not be on their approved contractor list so the invoice was paid by the Council on the written agreement that Crest Nicholson would then pay the Council for this work. The Council noted this diplomatic action with caution in dealing with the Developer and asked that careful monitoring of the Developer further actions was undertaken to ensure their legal requirements were met.

**Resolved: to ratify the spend to Beeline Fencing of £3,874.98, including VAT, and invoicing of work to Crest Nicholson for £3,898.98, including VAT, for this agreed project plus administration charge.**

**Proposed: Cllr Marsh**

**Seconded: Cllr Jones**

**All in favour**

**PC310/23 Planning Applications – Ratification of the Recommendations of the Planning & Highways Committee**

The planning application under current consideration for the old Lloyds Bank building was discussed. The Chair and Vice Chair of the Planning and Highways Committee would be responding to this application under delegated authority and were mindful of comments regarding works within the conservation area. It was suggested that open dialogue was made with the new owners.

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

**Proposed: Cllr Conduct**

**Seconded: Cllr Nicholson**

**All in favour**

**PC311/23 Chairman's Report**

Noted.

**PC312/23 Councillors' Reports**

Reports from the Food Bank AGM and the Rural Market Town Group meeting were noted.

**PC313/23 CSO Report**

Report noted.

**PC314/23 Councillors' Surgery – Report and Future Meetings**

The report of the surgery on 23.3.24 was noted. The report, with its question-and-answer chart, was requested to be uploaded to the website and posted to social media each month.

The question of buses was discussed with the new routes and times highlighted to perhaps be not of great help to those in rural areas. Some buses needed to be subsidised against those more commercially viable to balance demand for services.

Councillors for the next surgery, on 26.4.24, were agreed as Cllr Conduct and Cllr Webb at the Country Market or High Street location.

### **PC315/23 Requests for future agenda items**

Clarity of parking restrictions on Ridgemedes estate – refer to Planning and Highways Committee

Outcome of HCC Future Services Consultation and impact on Bishop's Waltham

Report from Cllr Latham to relay to HCC concerning data presented regarding HWRCs in the recent consultation.

### **PC316/23 Date of next meeting - Tuesday 14<sup>th</sup> May 2024**

Noted.

Apologies for non-attendance were given in advance by Cllr Conduct (family commitment) and Cllr Jones (work commitment).

*The members of the public left at this time.*

### **PC317/23 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.**

### **PC318/23 Staffing Matters**

#### **i) Ratification of the Advertisement for a Temporary Part Time Caretaker Role**

Staffing matters were highlighted by the Executive Officer and Finance, Policy and Resources Committee members. To date, no interest in the temporary role had been received in the Parish Council office.

**Resolved: To ratify the advertisement of a temporary part time caretaker or take on agency staff in the meantime/instead of the temporary post depending upon take up of the role.**

**Proposed: Cllr Stallard**

**Seconded: Cllr Jones**

**All in favour**

**ACTION: Exec Officer /Chair of Finance, Policy and Resources Committee/ Staffing Sub-Committee**

#### **ii) Draft Staffing Review Report**

**Resolved: To hold a confidential extraordinary meeting on Monday 22<sup>nd</sup> April at 6pm to consider the draft Staffing Review Report and recommend actions to the Staffing Sub-Committee.**

**Proposed: Cllr Marsh**

**Seconded: Cllr Smith**

**All in favour**

**ACTION: Executive Officer**

### **PC319/23 Facilities Review - Update**

#### **i) Progression in Purchase of St John Ambulance Hall**

#### **ii) Update on, and Options for, Well House**

#### St John Ambulance Hall

The purchase of St John Ambulance Hall was now complete with final documentation signed and monies paid. The new tenancy agreement with Montessori Nursery had also been signed and now in place. The new name of 'Coronation Hall' would be circulated in due course.

The building would be referred to the Halls and Grounds Committee for future management and a working group appointed to draw up a schedule of actions.

A site visit was requested by councillors which would be arranged in due course once keys and convenient timeslot made available by tenants.

**ACTION: Refer Coronation Hall to the Halls and Grounds Committee for management and scheduling of maintenance actions**

**ACTION: Administration Officer / Halls and Grounds Committee**

**ACTION: Organise site visit for councillors/staff to new property**

**ACTION: Executive Officer**

#### Well House

The redecoration was now complete with remedial works identified in terms of damp on the rear wall. The idea of a 'Working Hub' was considered and a meeting due with the correspondent of this suggestion.

Cllr Jones reported back on actions from the Finance, Policy and Resources Committee and read an email from the estate agent recommending a lowering of the sale price. This action had been tabled at F,P&R the week previously and was now recommended to Full Council.

Discussion on price range and property value was duly deliberated. Original cost of the building and current running costs were also considered.

**Resolved:**

- i) To liaise with the estate agent and lower the price for commercial sale to OIRO £275,000 with increased marketing focus.
- ii) To monitor interest and review any offers and updates in June
- iii) To delegate decision making authority to the Council Chairman and Working Group to act on sale (range £250-275,000)

**Proposed:** Cllr Jones

**Seconded:** Cllr Wilson

**All in favour**

**ACTION:** Cllr Jones & Working Group/Council Chairman

#### **PC320/23 Land Investigation – Update from Working Group**

Cllr Smith reported back on actions undertaken by the working group:-

- Letters to neighbouring properties – with replies now being received by the Parish Council office
- Visit to Hampshire Records Office
- Consideration of gathering Asbestos Clearance Quotations (agreed not a PC action to take)
- Report to WCC Environmental Health – with response stating site visit undertaken and landowner being investigated

Next steps were confirmed as relaying information gained to solicitor and approval of fees for solicitor to act further on this case.

**Resolved:** To approve solicitor fees to progress this case further

**Proposed:** Cllr Marsh

**Seconded:** Cllr Nicholson

**All in favour**

**ACTION:** Executive Officer

#### **PC321/23 Recommendation from the Finance, Policy and Resources Committee**

##### a) From the Halls and Grounds Committee

##### **i) Quotations for Upgrade of Haul Road at Priory Park to Provide Permanent Year-Round Pedestrian Access to Skatepark**

**Resolved:** To appoint BQS Management at a cost of £17,060.00 excluding VAT to upgrade the haul road at Priory Park for pedestrian access to the skatepark. To use funding options tabled to cover the costs and to also investigate other funding streams to support this project.

**Proposed:** Cllr Jones

**Seconded:** Cllr Wilson

**All in favour**

**ACTION:** Administration Officer/Projects Manager

##### **ii) Quotations for Tennis Courts Repainting**

**Resolved:** To appoint The Chiltern Group at a cost of £4,900.00 excluding VAT to repaint the tennis court lines at Hoe Road Recreation Ground.

**Proposed:** Cllr Conduct

**Seconded:** Cllr Wilson

**All in favour**

##### **iii) Dynamos Licence Renewal**

**Resolved:** To approve the Dynamos Football Club licence and rates at a cost of £10,183.50 including VAT, for the 2024/5 season – to be paid over nine months starting in September 2024.

**Proposed:** Cllr Nicholson

**Seconded:** Cllr Jones

**All in favour**

##### **iv) Correspondence from Public Procurement Review Services regarding the Jubilee Hall Solar Panel Tender Process**

Noted.

The Administration Officer, in the absence of the Halls Manager, would supply a response to the named contractor, with copy to the PPRS.

The Acting Chairman of the Finance, Policy and Resources Committee reminded the Council of the Procurement Policy in place, and the Executive Officer added that this process, along with the Financial Regulations, were duly followed, where required, for projects.

b) From the Finance, Policy and Resources Committee

**i) Solicitors Fees for Bishop's Waltham Cricket Club Lease**

**Resolved: To approve the Weller Hedley solicitor's fees for the Bishop's Waltham Cricket Club Lease at an initial cost of £1,200.00 excluding VAT.**

**Proposed: Cllr Jelf**

**Seconded: Cllr Latham**

**All in favour**

**ii) Solicitors Fees for Albany Wood open space and informal open space land transfer**

It was noted that the S106 agreement stated that the Developer should cover reasonable legal fees incurred in the transfer.

**Resolved: To approve the Hampshire Legal Services solicitor's fees for the Albany Wood open space and informal open space land transfer at a cost of £2,500.00 excluding VAT. (Noting the S106 agreement that the Developer should cover these costs)**

**Proposed: Cllr Marsh**

**Seconded: Cllr Conduct**

**All in favour**

There being no other business the meeting ended at 8:53pm.



**BISHOP'S WALTHAM PARISH COUNCIL**  
**Minutes of the Extra Ordinary Meeting of the Parish Council**  
**held on Monday 22<sup>nd</sup> April 2024 at The Jubilee Hall**  
**commencing at 6pm**

**Present:**

Cllr Conduct  
Cllr Jelf  
Cllr Jones  
Cllr Latham  
Cllr Marsh  
Cllr Nicholson  
Cllr Smith  
Cllr Stallard  
Cllr Webb  
Cllr Williams  
Cllr Wilson

**Members of the public:** 0

Councillor Marsh welcomed councillors to the meeting and appointed a note maker.

**PC322/23 To receive and accept apologies for non-attendance.**

Cllr Pavey – family commitment

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

**Proposed: Cllr Nicholson**

**Seconded: Cllr Conduct**

**All in favour**

**PC333/23 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

None.

**PC334/23 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**

None.

**PC335/23 Requests for future agenda items - for information only**

None at this time.

**PC336/23 Date of next meeting - Tuesday 14<sup>th</sup> May 2024**

Noted.

**PC337/23 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.

**PC338/23 Staffing Review**

The matters tabled were duly deliberated by the councillors present.

**Proposed: Cllr Williams**

**Seconded: Cllr Stallard**

**All in favour**

**PC339/23      Bishop's Waltham Garden Fair – Request for Hire of Hoe Road Recreation Ground**

The matters tabled were duly deliberated by the councillors present.

**Resolved: To grant Bishop's Waltham Garden Fair the use of Hoe Road Recreational ground subject to licence agreement.**

**Proposed: Cllr**

**Seconded: Cllr**

All in favour

There being no other business the meeting ended at 18:55 pm





**BISHOP'S WALTHAM PARISH COUNCIL**  
**Minutes of the Extra Ordinary Meeting of the Parish Council**  
**held on Tuesday 30<sup>th</sup> April 2024 at The Jubilee Hall**  
**commencing at 7pm**

**Present:**

Cllr Conduct	
Cllr Jelf	
Cllr Latham	
Cllr Marsh	Chair of the Council
Cllr Nicholson	
Cllr Pavey	
Cllr Smith	
Cllr Stallard	
Cllr Webb	
Cllr Williams	
Cllr Wilson	

**In attendance:**

Mrs E McKenzie	Executive Officer (from 7.40pm)
Mr F Taylor	Member of Facilities Review Working Group
Mr R Thorne	Projects Manager
Mrs C Wilkinson	Administration Officer

Members of the public: 4 Presenters (see PC328/23)

**PC340/23 To receive and accept apologies for non-attendance**

Cllr Jones – Work Commitment

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

**Proposed: Cllr Marsh**

**Seconded: Cllr Pavey**

**All in favour**

**PC341/23 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda.**

None.

**PC342/23 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda.**

None.

**PC343/23 Requests for future agenda items**

None.

**PC344/23 Date of next meeting - Tuesday 14<sup>th</sup> May 2024**

Noted.

**PC345/23 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.**

**PC346/23 Priory Park Clubhouse – Presentations from Architect Companies – for consideration**

One of the scheduled three companies had withdrawn their quote.

The two remaining companies who had submitted quotations to the Council for the development of the Priory Park Clubhouse presented to the Council in turn. Each company were only present in the meeting room for their own allocated presentation slot of 20 minutes.

Further to one of the three companies withdrawing their quotation, an additional quotation would be sought in accordance with financial regulations.

**Actions: Projects Manager**

It was agreed by the Council following the conclusion of the presentations that funding for the project be investigated in parallel with a third quotations being sought.

**Actions: Facilities Review Working Group**

*At this point the member of the Facilities Review Working Group left the meeting.*

**PC347/23 Quotations for Additional CCTV Coverage at Priory Park – for consideration**

**Resolved:** To appoint Forward Control (UK) Limited to install the extension to the existing CCTV system at Priory Park to improve the coverage of the main car park and to provide additional coverage of the overflow car park and Priory Park Skate Zone at a cost of £15,676.18 (excluding VAT), using the funding options as tabled.

**Proposed:** Cllr Latham

**Seconded:** Cllr Marsh

**All in favour**

**ACTION:** Projects Manager

**PC348/23 Land Acquisition – Update from the Working Group – for ratification and consideration**

[REDACTED]

**Resolved:**

[REDACTED]

**Proposed:** Cllr Smith

**Seconded:** Cllr Jelf

**All in favour**

**PC349/23 Well House – Update from the Working Group – for ratification and consideration**

**Resolved:** To note the offer and interest shown in the property and to continue with the previously resolved delegated authority to the Chairman and Working Group and price range.

**Proposed:** Cllr Marsh

**Seconded:** Cllr Webb

**All in favour**

There being no other business the meeting ended at 8:45pm.

**Bishop's Waltham Parish Council**  
**Actions Arising from the meeting of the 9.4.24**

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, PC264/23,	Community Asset	To approve the further actions recommended for the working group.	Complete	DI, KJ, BN, EO	Ongoing. Regular agenda item.
PC072/23	Assets of Community Value	To relist Blanchard Road play area	Aug-23	EO	
PC125/23, PC271/23	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	Tree works undertaken April 2024
PC135/23, PC247/23, PC286/23, PC321/23	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. Drafted. In progress.
PC181/23, PC292/23	Well House	To investigate options	Dec-23	DI (EO)	Meeting held 12.12.23 (KJ,JW)
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, PC319/23	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
PC231/23, PC244/23, PC258/23, PC271/23, PC303/23	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) Complete ii) Complete iii) June 24	EO	Email sent to WCC and initial response gained 17.1.24. All in progress.
PC252/23	Assets of Community Value	To relist BW Social Club	Complete	EO	In progress
PC271/23	Mobile Connectivity	To write standard response	Apr-24	RL / RS	
PC292/23	Architects	To invite 3 architects to attend a PC meeting	Complete	PM/EO	PM to coordinate with assistance in PC meeting setting by EO
PC295/23	Catholic Church	To send letter	Complete	EO / KJ / JS / JW	Further correspondence received. Agenda Item 8.5.24
PC318/23	Temp Job Advert	To advertise for temporary caretaker	Ongoing	EO	Agency provided staff for 2 weeks
PC318/23	Extra Meeting	To schedule EO PC meeting 22.4.24	Complete	EO	
PC319/23	Coronation Hall	To refer to H&G for maintenance and management plan	Complete	EO/AO	H&G to set plan
PC319/23	Coronation Hall	To organise a site visit for cllrs and staff	Complete	EO	Site visit 3.5.24
PC319/23	Well House	i) To liaise with EA and lower price ii) to monitor interest iii) to delegate decision on sale (£250-275K)	i) Complete ii) June 24 iii) June 24	Working Group & EO	
PC320/23	Land investigation	To approve solicitors fees	Complete	EO	Email sent 7.5.24

## Detailed Balance Sheet - Excluding Stock Movement

Month 12 Date 31/03/2024

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
100	Debtors	5,059
105	VAT Control Account	24,461
110	Prepayments	11,732
219	A&L 3m Fixed Term Deposit A/c	417,362
221	Unity Current 20496238	17,069
222	Unity Savings 20496241	183
223	Unity Savings 20496254	238,024
250	Petty Cash	11
<b>Total Current Assets</b>		<b>713,900</b>
<u>Current Liabilities</u>		
500	Creditors	9,287
510	Accruals	12,979
560	Receipts in Advance	500
565	Holding Deposits	3,269
<b>Total Current Liabilities</b>		<b>26,035</b>
<b>Net Current Assets</b>		<b>687,865</b>
<b>Total Assets less Current Liabilities</b>		<b>687,865</b>
<u>Represented by :-</u>		
300	Current Year Fund	(302,186)
310	General Reserves	517,668
315	Montague Rd Play - S106/CIL	548
325	Play Area Equip Maint - CYF	4,744
330	Replace Tractor - CYF	33,500
336	EV Chargers	11,000
340	Replace Topper / Mower - CYF	33,500
341	Replace IT Equipment	2,078
350	Bldings Replace / Refurb - CYF	85,000
351	Purchase of Community Asset	3,311
355	Tennis Court Maintenance - CYF	16,000
360	Replace Bus Shelters - CYF	10,000
370	CCTV Hoe Rd - CYF	5,000
373	South Fpath - CIL/WCIL/S106	(9,063)
374	Replace Skate Park - CIL/WCIL	50,583
375	Floor Polisher - CYF	1,500
376	Solar Panels JH - CIL/WCIL	59,750
377	Extend Parking PP - CIL	54,678
378	Albany Road Play - S106/OSF	59,401
379	Building Maintenance - CYF	18,500
380	Name Sign JH - CYF	5,000
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>687,865</b>

*W Jones*  
7/5/24

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	£937	£2	£3,301	£4,574	£1,776	£3,459	£5,537	£1,564	£3,634	£1,513	£6,308	£4,542	£37,147	£5,926	£31,221		527% Bank Interest and Staff Hire
Total Expenditure	£37,216	£32,979	£34,243	£32,747	£26,207	£26,794	£22,187	£61,169	£27,938	£33,724	£30,879	£39,925	£406,808	£371,013	£34,795		9% Staff costs/redundancy not budgeted/Increased IT charges
Total Net Revenue Expenditure	£36,279	£32,977	£30,942	£28,173	£24,431	£23,335	£16,650	£59,605	£24,304	£32,211	£24,371	£35,383	£368,661	£365,087	£3,574		1% As above
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0		Unbudgeted
Total Capital Expenditure	£250	£170	£0	£0	£0	£0	£0	£0	£0	£0	£502	£0	£922	£3,250	-£2,328		72%
Total Net Capital Expenditure	£250	£170	£0	£0	£0	£0	£0	£0	£0	£0	£502	£0	£922	£3,250	-£2,328		72%
Total Net Committee Expenditure	£36,529	£33,147	£30,942	£28,173	£24,431	£23,335	£16,650	£59,605	£24,304	£32,211	£24,873	£35,383	£369,583	£368,337	£1,246		0%
<b>Halls and Grounds Committee</b>																	
Total Income	£14,642	£86	£5,913	£7,602	£6,730	£8,069	£9,558	£9,645	£5,017	£11,941	£7,437	£5,788	£93,428	£90,352	£3,076		3% Increase in hire rates
Total Expenditure	£7,997	£7,462	£15,915	£6,288	£14,354	£8,258	£12,671	£4,097	£3,015	£16,594	£14,556	£14,167	£131,474	£157,178	-£25,704		16%
Total Net Revenue Expenditure	-£6,645	£7,376	£10,002	-£1,314	£7,624	£169	£3,113	-£5,548	£3,998	£4,653	£7,219	£7,379	£38,046	£66,826	-£28,780		43%
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£50,000	£45,303	£0	£0	£40,000	£135,303	£95,000	£40,303		42% Awarded WCC CIL Funding in financial year
Total Capital Expenditure	£10,555	£520	£6,337	£15,066	£26,932	£82,110	£29,472	£3,450	£55,615	£36,792	£69,000	£180,600	£516,449	£662,057	-£145,608		22%
Total Net Capital Expenditure	£10,555	£520	£6,337	£15,066	£26,932	£82,110	£29,472	-£46,550	£10,312	£36,792	£69,000	£140,600	£381,146	£567,057	-£185,911		33%
Total Net Committee Expenditure	£3,910	£7,896	£16,339	£13,752	£34,556	£82,299	£32,585	-£52,098	£14,310	£41,445	£76,219	£147,978	£419,192	£633,883	-£214,691		34%
<b>Community &amp; Environment Committee</b>																	
Total Income	£0	£94	£42	£63	£0	-£42	£0	£0	£0	£40	£0	£0	£197	£0	£197		Unbudgeted
Total Expenditure	£2,398	£2,694	£5,248	£2,313	£1,167	£520	£496	£3,127	£93	£374	£1,531	£1,062	£21,023	£19,830	£1,193		6%
Total Net Revenue Expenditure	£2,398	£2,600	£5,206	£2,250	£1,167	£562	£496	£3,127	£93	£334	£1,531	£1,062	£20,826	£19,830	£996		5%
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0		Unbudgeted
Total Capital Expenditure	£0	£0	£480	£0	£317	£0	£0	£241	£0	£0	£0	£0	£1,036	£750	£288		38%
Total Net Capital Expenditure	£0	£0	£480	£0	£317	£0	£0	£241	£0	£0	£0	£0	£1,036	£750	£288		38%
Total Net Committee Expenditure	£2,398	£2,600	£5,686	£2,250	£1,484	£562	£496	£3,368	£93	£334	£1,531	£1,062	£21,864	£20,580	£1,284		6%
<b>Planning &amp; Highways Committee</b>																	
Total Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£5,250	-£5,250		100%
Total Expenditure	£233	£138	£520	£1,543	£2,376	£963	£1,180	£33	£544	-£643	£318	£501	£7,706	£8,000	-£294		4%
Total Net Revenue Expenditure	£233	£138	£520	£1,543	£2,376	£963	£1,180	£33	£544	-£643	£318	£501	£7,706	£2,750	£4,956		180% Staff hire moved to 100
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£1,250	£0	£0	£1,250	£500	£750		150% Asset disposal
Total Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£484	£64,750	£64,750	-£64,266		99%
Total Net Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	-£1,250	£0	£484	-£766	£64,250	-£65,016		101%
Total Net Committee Expenditure	£233	£138	£520	£1,543	£2,376	£963	£1,180	£33	£544	-£1,893	£318	£985	£6,940	£67,000	-£60,060		90%
<b>Joint Managed Services</b>																	
Total Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0		Unbudgeted
Total Expenditure	£0	£0	£0	£0	£0	£0	£0	£5,000	£0	£0	£0	£0	£5,000	£15,000	-£10,000		67%
Total Net Revenue Expenditure	£0	£0	£0	£0	£0	£0	£0	£5,000	£0	£0	£0	£0	£5,000	£15,000	-£10,000		67%
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0		Unbudgeted
Total Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0		Unbudgeted
Total Net Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0		Unbudgeted
Total Net Committee Expenditure	£0	£0	£0	£0	£0	£0	£0	£5,000	£0	£0	£0	£0	£5,000	£15,000	-£10,000		67%
<b>CIL, Contingencies &amp; Precept Funding</b>																	
Total Income	£266,107	£0	£0	£0	£0	£266,107	£0	£0	£0	£0	£0	£0	£532,213	£532,213	£0		0%
Total Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£19,720	-£19,720		100%
Total Net Revenue Expenditure	-£266,107	£0	£0	£0	£0	-£266,107	£0	£0	£0	£0	£0	£0	-£532,213	£512,493	-£19,720		4%
Total Capital Income	£0	£0	£0	£0	£0	£0	£1,660	£12,867	£0	£0	£0	£0	£14,527	£0	£14,527		Unbudgeted SDNPA CIL Income
Total Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0		Unbudgeted
Total Net Capital Expenditure	£0	£0	£0	£0	£0	£0	-£1,660	-£12,867	£0	£0	£0	£0	-£14,527	£0	-£14,527		Unbudgeted
Total Net Committee Expenditure	-£266,107	£0	£0	£0	£0	-£266,107	-£1,660	-£12,867	£0	£0	£0	£0	-£546,740	-£512,493	-£34,247		7%
<b>Total Net Committee Expenditures</b>																	
Total Income	£281,684	£182	£9,256	£12,238	£8,506	£277,591	£16,753	£74,074	£53,954	£14,744	£13,745	£51,330	£814,092	£729,241	£84,851		12% As detailed above

Total Expenditure	£58,649	£43,961	£92,738	£57,960	£71,287	£118,644	£74,294	£68,826	£93,201	£98,839	£116,683	£234,244	£1,087,325	£1,321,548	£234,223	18%
Total Net Expenditure	-£223,036	£43,779	£53,463	£45,722	£62,781	-£158,947	£57,541	-£5,248	£39,248	£72,085	£102,938	£182,914	-£273,233	£592,307	£219,074	54%
EMR Movements	£10,256	£520	£930	£15,066	£24,145	£81,744	£27,812	-£59,521	£8,680	£36,791	£99,800	£111,022	£328,425	£592,307		
Total Revenue Expenditure	-£233,292	£43,259	£52,553	£30,656	£38,636	-£240,681	£29,729	£54,273	£30,588	£35,304	£33,938	£71,862	-£53,155	£0		
Current Year Fund	£223,697	£179,818	£126,434	£80,712	£17,931	£176,878	£119,338	£124,585	£85,338	£13,243	-£89,730	-£302,186				CYF-TNE
General Reserves	£171,921	£172,441	£173,371	£188,437	£212,592	£294,328	£322,138	£262,617	£271,277	£308,068	£377,068	£517,688				GRS+EMR
General Reserves Position	£395,618	£352,359	£298,805	£269,149	£230,513	£471,204	£441,476	£387,202	£356,615	£321,311	£287,338	£215,492				GRS+CYF
Equivalent Months	9	8	7	6	5	11	10	9	8	7	6	5				
Total Reserves	£1,184,186	£1,140,390	£1,086,907	£1,041,186	£978,404	£1,137,351	£1,079,810	£1,085,068	£1,045,810	£973,715	£870,742	£687,865				Mth-+TNE





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

**14<sup>th</sup> May 2024**

### **Agenda Item – Funding Receipts and Allocations 2018-2026**

*– for information only*

Attached are the up-to-date details of all funding receipts and allocations.

#### **Proposal:**

**To note the CIL funding receipts and allocations.**

**Finance Manager  
8.05.24**

### Funding Receipts & Allocations

Receipts		WCC CIL Receipts				SDNP CIL				WCC CIL Funds		WCC REF		WCC		Allocations		Total		Balance	
		Cunningham House	Copice Hill	Martin Street	Albany Farm	Albany Farmhouse	Tangler Lane-East	Post Mead	Tangler Lane-West	Mait Lane	Abbey Mill				WCC Open Space Fund	Grand Total	Project Description	Actual To Date	Planned		
2018-19	September																JHCP Extension	£2,000.00	£0.00		
	January		£4,962.38	£11,347.32																	
	March		£11,347.32																		
			£15,129.76																		
Total																					
2019-20	August		£16,954.30	£19,091.00																	
	January		£16,954.30	£19,091.00			£38,290.20														
	February		£22,605.74	£25,454.66																	
	March					£29,796.30															
Total																					
2020-21	October		£88,627.80			£37,720.26	£3,806.76														
	March		£59,085.21			£403.49	£4,178.80														
Total																					
2021-22	October					£7,749.72			£53,684.23												
	March																				
Total																					
2022-23	October						£1,062.08														
	March																				
Total																					
2023-24	April																				
	October									£12,866.60											
Total																					
2024-25	April																				
	October																				
Total																					
2025-26	April																				
	October																				
Total																					
2026-27	April																				
	October																				
Total																					
Grand Total			£4,962.38	£94,338.74	£63,636.66	£147,713.01	£16,260.45	£95,403.27	£11,047.64	£53,684.23	£0.00	£42,888.67	£5,804.16	£1,034,581.16	£18,796.60	£1,034,581.16	Grand Total	£5559,223.43	£337,714.00	£0.00	£137,643.73



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

14<sup>th</sup> May 2024

### **Agenda Item – Updated Model Financial Regulations - *for consideration***

The NALC Model Financial Regulations were made available on 7.5.24. This document was not able to be reviewed ahead of the Finance, Policy and Resources (F,P&R) Committee meeting scheduled for that same evening. Therefore, the updated model regulations will be considered and a recommendation made to the F,P&R Committee at their June meeting. Until that time, the current regulations are in place and valid.

#### **Proposal**

**To note the updated Model Financial Regulations have been published and a recommendation will be made to the Finance, Policy and Resources Committee at their June meeting.**

Executive Officer & Finance Manager

8.5.24



14<sup>th</sup> May 2024

## Agenda Item

### The Coronation Hall: Costs of Purchase Overview and Opt to Tax

– for ratification

#### i) Cost of Purchase Overview

Further to the agreement in principle to purchase The Coronation Hall (previously minuted as Community Asset, Facilities Review Update or St John Ambulance Hall) as outlined as the price in writing subject to survey (PC054/23), I would like to provide confirmation of the agreed costs of the purchase.

Cost of building purchase: £180,000

Costs of purchase: £10,000

Total: £190,000

To date the following costs have been paid:-

14/08/23	Commercial building survey	£1,423.75
20/10/23	Reinstatement value	£750.00
05/01/24	Legal services	£3,915.53
31/03/24	SDLT for completion	£600.00
31/03/24	Completion monies	£180,000
	Total	£186,689.28

We are expecting a further invoice from Hampshire County Council for legal services associated with the purchase.

#### ii) Opt to Tax

Supplies of land and buildings, such as freehold sales, leasing or renting, are normally exempt from VAT. This means that no VAT is payable, but the person making the supply cannot normally recover any of the VAT incurred on their own expenses.

But you can opt to tax land. For the purposes of VAT, the term 'land' includes any buildings or structures permanently affixed to it. You do not need to own the land to opt to tax. Once you have opted to tax all the supplies you make of your interest in the land or buildings will normally be standard-rated, and you will normally be able to recover any VAT you incur in making those supplies.

#### VAT incurred on costs related to exempt business activities

VAT can be recovered, but only where the VAT (input tax attributable to exempt activities) is considered to be an insignificant proportion of the total VAT incurred.

#### Insignificant Proportion

Section 33(2) of the VAT Act 1994 allows local authorities to recover the VAT attributable to exempt supplies so long as the amount involved is insignificant.

VAT attributable to exempt activities are insignificant only if it amounts to less than one of the following:

- £7,500 per annum
- 5% of the total VAT incurred on all purchases in a year

If at least one of these conditions are met then this amount of VAT is considered 'insignificant'.

*I have calculated the expected VAT incurred on expenditure relating to The Coronation Hall for 2024-25, which equates to around £3,500-£4,000. Therefore, the VAT incurred is recoverable. An option to tax is usually used to ensure recovery when a council incurs a lot of VAT on constructing or renovating a building. If the council is not planning any significant work to the building, there is unlikely to be any benefit in opting to tax.*

*Nurseries are VAT-exempt businesses, they won't be able to reclaim VAT if the council opts to tax, it will just be an extra cost to them.*

**At the FP&R Committee Meeting of 07/05/24, approval was given to not to 'opt to tax' and to review this in April 2025.**

**Proposal:**

- i) To ratify the cost of purchase of The Coronation Hall.**
- ii) To ratify the decision to not 'opt to tax' The Coronation Hall and review in April 2025.**

**Finance Manager  
08.05.24**





## Bishop's Waltham Parish Council

14<sup>th</sup> May 2024

### Grant Applications – for ratification

At the Community and Environment Committee meeting on 22<sup>nd</sup> April the Committee made the following recommendations in relation to the grant applications received.

#### CE233/23 Grant Applications – for consideration

The varied applications received were deliberated. The grant awards proposed would result in a remaining budget of £3,265.80 from the original £8,500 included in the Committee's grants budget.

**Resolved: To recommend the following grant awards to the Finance, Policy and Resources Committee:**

GROUP	PROJECT	AWARD	DEPARTMENT
Bishop's Waltham Festival	Leaflet drops (£200) Purchase and printing of reusable cups (£400) Reduce ticket costs (£250)	£600 (Applied for £850)	Local Government Act 1972 s.145
Bishop's Waltham In Bloom	Van costs (£3,000), Watering (£1,500)	£1,250 (Applied for £4,500)	Local Government Act 1972 s.144
Bishop's Waltham Museum Trust	Device for taking donations as electronic payments	£395 (Applied for £395)	Local Government Act 1972 s.144
Folk Association of South Hants (FASH)	Contribution towards event for 220 children in the Meon Valley area. Project facilitator (£140) 3 Musicians (£270) School Liaison (£24.20)	£439.20 (Applied for £439.20)	Local Government Act 1972 s.145
Home Start Hampshire	Supporting local family	£1,300	Local Government Act 1972 s.137
Meon Valley Heartstart	Contribute to updating and making more instructional videos.	£750 (Applied for £2,000)	Local Government Act 1972 s.137
Bishop's Waltham Town Team	Communications drive for volunteers and opportunities (£260) Annual licence for volunteer database hosting (£240)	£500 (Applied for £500)	Local Government Act 1972 s.145
	Total of funds recommended	£5,234.20	

Proposed: Cllr Jelf  
Seconded: Cllr Latham  
All in favour.

Action: Administration Officer

**Proposal:** To ratify the recommendations for grant awards as tabled from the Community and Environment Committee, as approved by the Finance, Policy and Resources Committee 7.5.24.

Executive Officer 8.05.24



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

14<sup>th</sup> May 2024

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

**24/00577/FUL**

**Closing Date: 19 April 2024**

Replacement windows with black timber sash or fixed pane windows to ground and first floors to both west/south elevations (High Street and St George Square) and part east elevation (Houchin Street); removal of brick infill side panels and replacement with new brickwork to match original building; to Houchin Street, a casement window to be removed to form a new door opening for an internal bin store.

**Lloyds TSB Bank Plc, The Square, Bishop's Waltham, SO32 1GS**

**Neutral, no objection, no comment.**

**24/00526/FUL**

**Closing Date: 25 April 2024**

Proposed 3 new kennel blocks & 2 replacement isolation units with associated paddocks at Three Oaks Kennels

**Three Oaks Kennels, Botley Road, Bishop's Waltham, SO32 1DR**

**Objection.**

The doubling in the amount of dogs at the site is a concern, with the additional impact of barking noise during all times of the day/night. An adequate noise survey needs to be professionally conducted, with associated screening/acoustic barriers planned to be in place.

We also feel that there will be a significant impact on neighbours and would argue against point 5.14: 'Given the distance that exists between the application site and any neighbouring residential properties, there will be no adverse impact on the residential amenity of the area.' Neighbours are already commenting on the adverse noise levels in the area without this additional increase in dogs being requested.

The application would be need to be mindful of and inline with paragraphs 180 (e) and 191 (a) of the NPPF and policy DM20 (Development and Noise) of the Winchester Local Plan.

We would also request that the overall site needs to be monitored and reviewed as a whole, not just as individual small additions.

Along with this review, the area is already well served for such services (two other dog facilities on the same road) which needs to be taken into account.

**24/00501/HOU**

**Closing Date: 26 April 2024**

Partial garage conversion of approximately the two-thirds of a detached garage into an exercise room, while retaining the external facing one-third as garage space, with original garage door for incidental use of the dwelling.

**7 Clover Way, Bishop's Waltham, SO32 1SN**

**Neutral, no objection, no comment.**

**SDNP/24/01335/APNB**

**Closing Date: 29 April 2024**

Barn building. Barn permitted under application SDNP/20/03459/APNB. Applicant wishes to make the following amendments to the barn; - Rotate the barn 90 degrees and move north by circa 16m, from currently permitted position/orientation - under application SDNP/20/03459/APNB; - Include a single leaf door alongside the main barn opening; - To have the barn clad in dark green corrugated metal cladding.

**Meadow View, Winchester Road, Durley, Hampshire, SO32 2AJ**

**Neutral, no objection, no comment.**

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

**Executive Officer 9.5.24**





## Bishop's Waltham Parish Council

14<sup>th</sup> May 2024

### **Draft Specification for Parish Council Website Update – for consideration**

The Website Working Group have drafted a specification to be used when requesting quotations for a new Parish Council website. The specification was approved by the Community and Environment Committee in their meeting that took place on 22<sup>nd</sup> April. Given the importance of the website to the Council and residents, all councillors are now requested to review the draft specification below.

#### **Draft Website Specification:**

- Modern website that is engaging and more representative of the Parish Council and the town.
- Calendar to allow users interested in booking a BWPC room/facility to see availability and potentially to make a provisional booking request. This will involve integration with third party applications, for example document storage and viewing room availability via integration with the bookings calendar. The capability to allow users to submit provisional requests for room bookings would be desirable.
- Calendar of events – to show meetings and events, could have a 'Events Coming Soon' dynamic section on the homepage.
- Facebook feed on homepage would be good to share the content that is regularly published via this forum.
- Useful links to topics that might have led users to visit the website. E.g. even topics like potholes or planning queries that might not be the BWPC's responsibility could have links to how to report them since we know that a lot of members of the public aren't clear on the division of responsibility. – So it would be good to guide them to appropriate authority, or link in with a service such a 'Fix My Street' or planning portal.
- Potential to host the Community Volunteer Website in the future.
- It should include engaging and colourful photographs/graphics of local scenes/amenities.
- Needs to function well on both computers/tablets and telephones and be easy to use.
- Ongoing maintenance – BWPC will require any companies that quote to clarify how updates would be done, whether there would be an ongoing maintenance contract and how troubleshooting would be dealt.
- BWPC will require ownership of the domain name and web hosting account so that if we were to part ways with the chosen provider BWPC could continue with the website.
- Drafting server would be desirable – So that we can try different approaches and draft material without having to make the material go live. Would also be good to have the ability to roll back to previous versions.
- The ability to add to the website in the future, if for example we wanted to be able to accept payments via the website.
- Capability of using embedded forms – e.g. grant application form.

**Proposal:** To consider the tabled draft specification for a revised Parish Council website from the Community and Environment Committee and to approve it or agree amendments prior to quotations being gathered for a new website.

Administration Officer 09.05.24



## Bishop's Waltham Parish Council

14<sup>th</sup> May 2024

### **Review of Men's Shed Request and Current Situation - for consideration**

The Men's Shed group requested land at Albany Road dog walking area for consideration to site a building with associated parking. The Halls and Grounds Committee have duly deliberated this request and asked the group to carry out a feasibility study which they have tried to progress. In relation to this, the information below is from WCC Planning Department.

*Thanks again for your email and enclosed letter - I have reviewed this etc.*

*As identified previously, from a Development Plan perspective the proposal does lie within open countryside and on an area open space – so this will require a careful assessment for the purposes of any planning application against the relevant policies. Furthermore, the delivery of other open space provision through obligations designed to serve committed housing development in the locality would not in any way be considered as a form of direct compensation for the loss of open space in this instance.*

*Essentially any assessment for the purposes of any formal planning application would centre around Policy DM10 (below). Any formal application would need to clearly demonstrate a need for a countryside location (see Policy MTR4 below), and also to show that there are no other satisfactory alternatives which could reasonably serve the use (Policy DM10). On this first point a relevant consideration would be whether the use is one which would serve a recreational activity – although your letter suggests that the use is one which could reasonably take place in the main settlement (LPP1 Policy CP7). On the second point I note that you say you have looked at alternative sites – however without having sight of this information I would not be able to offer any further comment. This information would certainly be relevant for the purposes of any formal planning application.*

*With regards to any parking provision – the main considerations will be the balance between any loss of open space / serving a recreational use – whilst providing a clear justification (and reference to the WCC Parking Standards SPD):*

<https://www.winchester.gov.uk/planning-policy/winchester-district-local-plan-2011-2036-adopted/supplementary-planning-documents-spd/s/car-parking-standards-supplementary-planning-document-adopted>

The group are still investigating places to locate their growing group and would value any further support the Parish Council can offer (see letter attached).

### **Proposal**

**To note the response from WCC Planning Department, the letter attached and make further recommendations, if appropriate, as a result**

**Cllr Jones and Cllr Marsh 8.5.24**

## *Bishop's Waltham Men's Shed*



### **Options available to BWMS (Accommodation)**

Dated 9<sup>th</sup> May 2024.

To the Clerk of the Parish Council

Dear Emma,

I wrote to the chair of the Halls and Grounds committee last month and have heard nothing back from them or the committee which is disappointing. I don't know if they have discussed our letter in committee, however things have moved on.

We have abandoned our discussions with the planners in Winchester, over building on the dog walking area, as they have indicated there is no chance of obtaining planning permission because it is outside the village boundary and on designated "open space". So we now wish to make you aware of other possible locations which would give us a permanent home.

Swanmore Parish Council are keen to have us there and have put us in touch with an educational trust who own a site formally occupied by a Scout Hut. We have made contact with the trustees and hope to meet with them to explore this option. Their site is within the Swanmore village boundary so does not pose the same problems as raised by Winchester planners for the Bishops Waltham site.

The Curdridge charity, that own the Reading Rooms in Reading Room Lane, have written to us offering space in one of their unoccupied buildings. This space is immediately available on either a short term lease (3 to 5 years) or on a long term lease. They are also happy to give us land behind the building for a purpose built workshop. Our members are in favour of moving to this location if there is nowhere in Bishops Waltham for us to develop our much needed facilities.



Some years ago (4 maybe) Helen Hills received a letter from Bishops Waltham PC indicating that the land behind the scout hut on the Hoe Road recreation ground would be made available to us. This offer was stalled by the Parish's audit into land and property which took a couple of years to complete. We understand that that audit is complete now.

So we are faced with either staying in Bishops Waltham, which is our birthplace and current home, or moving into a neighbouring parish.

The urgent question is, does Bishops Waltham want us to stay in the parish and develop facilities on the Hoe Road site or move away? We would need to put some temporary buildings there whilst we build the new one. The situation now is that we need a strong, unwavering, commitment from the Parish Council which will allow us to start the planning process for Hoe Road. We fully expect the establishment of our new permanent home to take at least 2 years during which time we expect the Parish Council to be behind us the whole way. Meanwhile staying at the Cricket Club is not tenable due to some reluctance on their part to having us there and the many planning infringements which exist. Perhaps there is enough room within the Coronation hall to serve as our temporary home.

Please present the contents of this letter to the Parish Council and of course we would welcome the opportunity to discuss this matter with you.

David Dibb-Fuller  
BWMS Secretary

Cc Judy Marsh



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

14<sup>th</sup> May 2024

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

- *for information only*

Since the last Parish Council meeting in February, 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, plus two Extra Ordinary Meetings, and Staffing Sub-Committee meetings.
- Annual Meeting of the Parish – 17.4.24
- (Soft) Opening of Skate Zone at Priory Park - 24.4.24
- Gathering to Celebrate 'Coronation Hall' Ownership - 3.5.24

**Cllr Judy Marsh**

**7.5.24**



# CSO MONTHLY REPORT

MONTH/YEAR – April 2024

Report Number -4

Day duties -10

Late duties -6

Total Hours -163+ 5A/L+1B/H

## Anti-Social Incidents / Concerns

I have received some complaints of ASB on the Dear Walk Estate and Montague Walk pondside both incidents have been reported to the police I will continue to patrol these areas this is ongoing. 4 youths were found in the new skate park at priory park while it is still under construction, I moved these youths on this is ongoing. Some graffiti has been reported on the skate park wall at priory park this is ongoing. A recurring character is back in the village and I have been monitoring his behaviour which become a bit concerning so I asked him if he would like have a chat about his outbursts and offensive language so we had a very nice talk about his behaviour and he has promised me that when he visits B/W again he will behave himself and not cause any issues this is ongoing.

## 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 this is ongoing. There has been some flyposting around B/W all posters have been removed this is ongoing. I have reported some fly tipping to WCC a resident who lives on the Ridgemedede est has been dumping their grass mowings onto the grounds of the oak road play park this is ongoing.

## CSO Duties / Patrol

I have over the last month patrolled B/W and spoken to some very nice people. The biggest issue I have now is parking in the high street with people parking on double yellow lines and dropped kerbs and in the loading bay outside the coop. Also, parking on double yellow lines/zigzags and dropped kerbs on Ridgemedede est at school drop off and pick up traffic wardens are on site but they are needed more than one or two days a week this is ongoing. Drivers are still parking on dropped kerbs and on the main road outside the spar shop I have asked drivers to move on and to please use the car park at the rear of the shop but they refuse and I am met with very abusive language also I have replaced the parking cones that have been damaged this is ongoing.

Unauthorized access on the football pitches at priory park some youths playing football all asked to leave and reminded that these pitches are private and they trespassing.

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 this is ongoing. 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.



There has been reports of traffic congestion at hoe rd when the guides/brownies and tennis courts are being used at the same time it has also been reported that a child was clipped by a car at pick up time I have been monitoring the situation and have put in place some parking cones and encouraging drivers to park at the bottom car park and to walk back and pick up their children all parents/guardians have received emails about the parking situation this is ongoing.

2 adults were exercising their dogs in the children's play area at priory park I asked to to leave the park and not to bring their dogs into this area again and reminded them that this is a children's play area and it clearly stats on the gates no dogs allowed.

I have attended a police beat surgery at the jubilee hall.

There are some parking issues that are being investigated on the ridgemedede est by WCC concerning some no parking signs that have been installed in one of the parking areas on this estate which is concerning some residents WCC have been in contact about this issue and have now clarified the situation this is ongoing.

The BWPC community event went ahead what a great night and it was very well attended and a I met up with some very nice people.

The skate park at priory park is now open and is very busy it is being used by all age groups which is good to see.

I was contacted by a concerned neighbour about a elderly gentleman who hadn't been seen for a few days, I went to the address and found all the curtains were still closed and there was no answer at the door so I contacted the police for some advice who said to call the ambulance service who will do a welfare check so I made the call. The gentleman's daughter arrived a short time later and was surprised to find her father not at home so she let herself in he was not there and then called him to find he went away to see some friends and did not tell anyone, so all is well and the ambulance has been cancelled.

A resident from Cunningham ave has brought to our attention some issue regarding fly tipping over grown trees and hedges and rubbish bins left on footpaths both myself and cllr Smith has had a walk around the areas of concern and all findings have been reported to WCC/HCC highlighting all issues.



## Bishop's Waltham Parish Council

14<sup>th</sup> May 2024

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

#### Reports from Councillors' Surgery 26.4.24

#### Location: Country Market in the Jubilee Hall

Cllrs' surgery attended by Cllr Conduct & Cllr Webb (10.00am – 12pm). Noted as a busy morning at the venue.

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.
Lots of people comment on how good the AMP was:-  Very informative Good to know about projects past and present What a good job we(parish council) are doing - staff and councillors Refreshments lovely	Thanked for their comments.
Amenity Tip....Did we have any news on what was happening with it?	Replied that there had been no update as of yet concerning the consultation (which we hoped people had got involved in)
Big thanks to the volunteers who were working on the wild flower areas	Noted.
Public toilets....ongoing.... will be good when we(PC) take over	Noted.
Compliments on the skate park ... pointed out now the youth have a facility maybe we could look to supplying a facility for the older generation suggestion was a "Zimmer park" like a skatepark but with lots of padding ... ( it was a joke )	Noted.
No mentions of any Traffic wardens, Bin stores or Roundabouts	'happy days' !

Cllr Conduct

1/5/24



## Bishop's Waltham Parish Council

14<sup>th</sup> May 2024

### Agenda Item – Councillors' Surgeries

Friday	Saturday	Attendees	Location
	25.5.24	PW	
28.6.24			
	27.7.24		
30.8.24			
	28.9.24		
25.10.24			
	30.11.24		

To confirm the Councillors attending on 25.5.24 and future meetings.

Executive Officer 8.5.24