



**Bishop's Waltham Parish Council**  
**A Meeting of the Halls & Grounds Committee will be held in the**  
**Ruby Room of The Jubilee Hall, Little Shore Lane, Bishops Waltham,**  
**SO32 1ED on Tuesday 20<sup>th</sup> August 2024 at 7:00pm**

The meeting will be open to the public unless the Committee directs otherwise.  
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, non-pecuniary interests relating to items on this agenda
4. Public Session – to last no longer than 30 minutes - *for information only*
5. To approve the minutes of the Halls & Grounds Committee – 16<sup>th</sup> July 2024
6. Actions arising from meeting 16<sup>th</sup> July 2024- *for information only*
7. Estate Manager's Report – *for information*
8. Senior Groundsman's Report – *for information*
9. Financial Position Year to Date - *to note current position*
10. Capital Control and Ear Marked Reserves Reports – *for information*
11. Grant Opportunities – *for information*
12. Skatepark Project Update – *for information*
13. Shared Southern Pathway Project Update - *for information*
14. Correspondence – Feedback regarding Priory Park Speed Bumps – *for consideration*
15. Jubilee Hall Solar Project Update – *for consideration*
16. Requests for Future Agenda Items – *for information only*
17. Date of next meeting – 17<sup>th</sup> September 2024
18. **Motion for Confidential Business**  
**On completion of the above business the following motion will be moved:**  
**'That in view of the Confidential nature of the business about to be transacted involving Commercially Sensitive Business, and possible legal matters, as detailed below it is in the public interest that the public and the press be temporarily excluded and they are instructed to withdraw'.**
19. Albany Road Play Area Project Update – *for consideration*
20. Facilities Review Project Update - *for consideration*
21. Priory Park Overflow Car Park Expansion Invitation to Tender – *for consideration*
22. Electrical Installation Condition Reports Quotations - *for consideration*

*C Wilkinson*  
Clerk to the Committee  
14<sup>th</sup> August 2024



**Bishop's Waltham Parish Council**  
**Minutes of the meeting of the Parish Council Halls & Grounds Committee**  
**held at the Jubilee Hall on Tuesday 16<sup>th</sup> July 2024 at 7.00pm**

**Present:**

Cllr Homer	Co-opted Member for meeting
Cllr Marsh	
Cllr Nicholson	Co-opted Member for meeting
Cllr Stallard	Vice Chairman
Cllr Webb	Chairman
Cllr Wilson	

**In Attendance:**

Mr Arthur	Estates Manager
Mr Thorne	Project Manager
Mr Veck	Senior Groundsman
Mrs Wilkinson	Administration Officer

**Members of the Public:** 1 (Ex-officio Working Group member)

**HG066/24 To receive and accept apologies for non-attendance.**

Cllr Latham – Work Commitment  
Cllr Pavey – Personal Commitment  
Cllr Smith – Personal Commitment

**Resolved: To accept apologies for non-attendance and to co-opt Councillor Homer and Councillor Nicholson as substitute members of the Committee for this evening's meeting.**

**Proposed: Cllr Stallard**

**Seconded: Cllr Marsh**

**All in favour.**

**HG067/24 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**

None relating to the business of the meeting.

**HG068/24 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.

**HG069/24 To approve the minutes from the meeting of the Halls & Grounds Committee – 18<sup>th</sup> June 2024**

**Resolved: To approve the minutes of the Halls & Grounds Committee – 18<sup>th</sup> June 2024**

**Proposed: Cllr Wilson**

**Seconded: Cllr Marsh**

**All in favour who were present at the meeting.**

**HG070/24 Public Session**

Some antisocial behaviour had been reported by a resident living near the Council's play area at Oak Road. Some children had been gathering in the small, wooded area to the rear of the play area during evenings. They had been reported as being quite noisy and having used foul language. The Community Support Officer had been included this area in his rounds, during evening shifts and temporary signage had been put up to ask that nearby residents be considered. The Grounds Team had attended the site and reported that there had not been any damage to the area, and only minimal litter was present.

The foyer lights in the Jubilee Hall had been replaced to improve the light level in this area.

The Committee welcomed Mr S Arthur, the Council's new Estates Manager who had started earlier that same day.

- HG071/24**      **Actions Arising from the meeting of the Halls & Grounds Committee – 29<sup>th</sup> January 2024**  
Noted.
- HG072/24**      **Halls Report**  
Boiler repairs were due to be completed at both the Jubilee Hall and Priory Park Clubhouse.
- HG073/24**      **Senior Groundsman's Written Report**  
On several occasions Dynamos' goal posts had been used without authorisation on the Priory Park football pitches. Dynamos had been asked to secure the posts.
- HG074/24**      **Financial Position Year to Date**  
Noted.
- HG075/24**      **Capital Control and Ear Marked Reserves Reports**  
Noted.
- HG076/24**      **Grant Opportunities – for information**  
Paperwork had been received in relation to the Rural England Prosperity Fund in order to officially accept the grant for the overflow car park project at Priory Park.
- HG077/24**      **Albany Road Play Area Project Update – for consideration**  
The safety of children entering and exiting the play area at the gate to the top of the track leading to the Cricket Club was being considered with a view to additional signage being installed.  
**Action: Project Manager**  
The Committee requested that bench options and costings be investigated for installation at the site.  
**Action: Project Manager**
- HG078/24**      **Skatepark Project Update – for information**  
The Project Manager reported that the contractor's landscaping work around the Skate Zone had been completed. The new pathway to the facility from the car park had also been completed. The previously considered project of adding a perimeter track to Priory Park was raised, and the Committee requested that it be added to the list of potential projects for future grant funding.  
**Action: Administration Officer**
- HG079/24**      **Shared Southern Pathway Project Update – for information**  
A stretch of the pathway at Priory Park had been repaired where the surface had been washed away. However, the same area had been damaged again in heavy rainfall. The Project Manager was working with a contractor to explore whether drainage could be improved in the area to reduce surface run-off and would be included in a future agenda item.  
  
The phase of work that had been undertaken in the Priory Park car park had also been completed to improve the safety of pathway users across the entrance of the car park. The Project Manager was in the process of investigating costs of installing a bollard to prevent motorists from driving around the newly installed speed bumps.
- HG080/24**      **Facilities Review Project Update – for consideration**  
Following the presentations that had been given by additional architectural firms wishing to quote for the Priory Park redesign project, the Committee discussed the appropriate next steps.  
**Resolved: To task the working group with comparing and evaluating the quotations received and to bring their recommendations to Halls and Grounds Committee for consideration.**  
**Action: Facilities Review Working Group**  
  
**Proposed: Cllr Nicholson**  
**Seconded: Cllr Wilson**  
**All in favour**
- HG081/24**      **Report from Meeting with Hampshire Football Association – for consideration**  
The report was considered to provide a fair assessment of the current condition of the pitches and contained useful information about potential maintenance work that could be undertaken to

improve their condition. Further consideration of the report would be required with a view to obtaining financial support by submitting a grant application to the Football Foundation Grass Maintenance Fund as referred to by the Football Association's Facilities and Investment Officer. The contractor who had been appointed to undertake the verti draining of the pitches would be contacted to find out whether they had the required machinery to improve the effectiveness of the hollow tining in line with the recommendations included in the report.

**Action: Senior Groundsman**

**Resolved: To appoint Councillor Nicholson, Councillor Webb and the Senior Groundsman to a Priory Park football pitch working group tasked with reviewing the Pitch Power Report and making recommendations to the Committee with regards to next steps.**

**Action: Priory Park football pitch working group**

**Proposed: Cllr Wilson**

**Seconded: Cllr Webb**

**All in favour**

**HG082/24**

**Jubilee Hall Solar Project Update – for consideration**

Confirmation had been received from the internal auditor that no further action was required from the Council in relation to the system changes that were being made in relation to the results of the Jubilee Hall roof survey.

**Resolved:**

- i) To note the preliminary findings of the roof survey.
- ii) To approve the revised quotation for the solar panel project at the Jubilee Hall of £61,374.42, excluding VAT, and forward to the Finance, Policy and Resources Committee to be ratified.
- iii) To note that the Administration Officer had sought advice to ensure compliance with the Public Contracts Regulations 2015 and had received confirmation that no further action was required.
- iv) To note the proposed provisional start date of Monday 5<sup>th</sup> August for solar project works at the Jubilee Hall.

**Proposed: Cllr Marsh**

**Seconded: Cllr Wilson**

**All in favour**

**HG083/24**

**Coronation Hall Asbestos Survey – for consideration**

The Council's asbestos register would be updated in accordance with the findings of the survey.

**Action: Estates Manager**

**Proposed: Cllr Nicholson**

**Seconded: Cllr Wilson**

**All in favour**

**HG084/24**

**Allotments Tree Meeting Report – for consideration**

- i) To apply to WCC for permission to undertake small pruning cuts to provide head clearance under oaks encroaching on allotment plots.
- ii) To contact the landowner of green space at Bishop's Meadow to request an assessment of oak tree displaying some signs of stress based on advice received from the tree contractor.

**Proposed: Cllr Wilson**

**Seconded: Cllr Homer**

**All in favour**

**HG085/24**

**Montague Road Ditch Work Update – for consideration**

The Committee received the report regarding the recently completed ditch maintenance work. The ditch would be monitored over the next few months and options for consideration to improve the condition of the bridleway would be brought to the Committee as a future agenda item. An update regarding the maintenance of the green space at Montague Road would be included in the upcoming edition of the newsletter and notices placed on site to update local residents and users of the space.

**Action: Administration Officer**

- HG086/24**      **Proposal for Coronation Hall Adaptations for Storage – for consideration**  
This agenda item was withdrawn.
- HG087/24**      **Requests for Future Agenda Items**  
Pathway from Martin Street to Priory Park
- HG088/24**      **Date of next meeting – Tuesday 20<sup>th</sup> August 2024**  
Noted.
- HG089/24**      **Motion for Confidential Business**  
On completion of the above business the following motion will be moved:  
**'That in view of the Confidential nature of the business about to be transacted involving Commercially Sensitive Business, and possible legal matters, as detailed below it is in the public interest that the public and the press be temporarily excluded and they are instructed to withdraw'.**
- HG090/24**      **Priory Park Overflow Car Park Extension Invitation to Tender – for consideration**  
This agenda item was withdrawn.
- HG091/24**      **Meeting with Bowling Club Regarding Licence – for consideration**  
The report from the constructive meeting was received. The information would be passed to the Finance, Policy and Resources Committee to progress with the licence renewal.  
**ACTION: Administration Officer**
- HG092/24**      **Water Safety Checks Quotations – for consideration**  
Following the collation of the meeting papers an additional quotation had been received for the performance of risk assessments for the buildings that would be covered by the new water monitoring checks contract. The expenditure was of a level that would be approved by the Chair of the Committee.  
**ACTION: Committee Chair**  
Following the completion of the risk assessments an additional quotation for the ongoing monthly water safety checks contract would be sought to be compared with the two quotations already received.  
**ACTION: Administration Officer**
- HG093/24**      **Hedge Cutting Quotations – for consideration**  
A third quotation for the annual hedge cutting had been received following the collation of the papers. The need to expedite the acceptance of one of the quotes was noted to facilitate the hedge work being undertaken in the autumn before ground conditions prevented access to all the required areas.  
**Resolved: To delegate the consideration of the three quotations received to the Finance, Policy and Resources Committee.**  
**Proposed: Cllr Nicholson**  
**Seconded: Cllr Marsh**  
**All in favour**  
**ACTION: Administration Officer**
- HG094/23**      **Electrical Installation Condition Reports Quotations – for consideration**  
A third quotation would be sought for the Electrical Installation Condition Reports and be brought to the Committee for consideration with the two that had already been received.

There being no further business the meeting closed at 8.32pm.



# Bishops Waltham Parish Council

## Actions Arising for the Halls & Grounds Committee for meeting 20.08.24

Minute Number	Subject	Action	Date for completion	Action by	Notes
1	HG14/21	BWPC publicity leaflet	Sep-21	AO/Bookings Clerk	In progress
2	HG057/22	Increasing CCTV coverage	August	Clerk	1) Quotation received from current supplier
3	HG199/22	Antisocial Driving	January	Clerk	1 quotation obtained.
4	HG237/22	Tree Survey Report	February	Clerk	Ongoing. Work complete at Victoria Road, Hoe Road. Quotations being gathered for Priory Park, and Oak Road.
6	HG322/22	Car parking sign	May	Clerk	
7	HG337/22	Jubilee Hall Car Park Report	May	Clerk/Cllr Pavey	
8	HG106/23	Southern Footpath	Complete	Projects Manager	See agenda item 13.
10	HG150/23	Public Session - Montague Road wildflower area	November	Clerk	
12	HG165/23	Review of Parish Council owned vehicles	November	Vehicle Review Working Group	
13	HG169/23	Request for CCTV coverage of Scout Hut	November	Clerk	
14	HG168/23	Request for CCTV coverage of Scout Hut	November	Clerk	
15	HG236/23	Priory Park Overflow Car Park	Complete	Clerk	See agenda item 21.
16	HG247/23	Snr Groundsman's Report - Priory Meadow path	February	Senior Groundsman	
17	HG247/23	Snr Groundsman's Report - Priory Meadow path	March	Snr Groundsman/ Cllr Webb	
18	HG274/23	Land at Albany Wood	In Progress	Southwest Leisure Areas Group	Complete, resulted in change to plan to install gate across the top of the access track to the Cricket Club.
19	HG286/23	Buildings Dementia Friendliness Audit	April	Halls Manager	
20	HG312/23	Southern Shared Pathway Update	April	Clerk	
21	HG312/23	Southern Shared Pathway Update	April	Senior Groundsman	
22	HG314/23	Skatepark Project Update	July	Senior Groundsman	Work in plan for grounds team.
23	HG317/23	Memorial Tree	April	Clerk	
24	HG318/23	Play Area Safety Inspect Report Update - Work Requiring Contractors	April	Clerk/Senior Groundsman	
25	HG318/23	Play Area Safety Inspect Report Update - Work Requiring Contractors	April	Clerk/Senior Groundsman	
26	HG318/23	Play Area Safety Inspect Report Update - Work Requiring Contractors	April	Clerk/Senior Groundsman	
27	HG320/23	Open Badminton Session Proposal	April	Clerk	
31	HG352/23	Coronation Hall	May	Clerk	
32	HG359/23	Jubilee Hall Car Park Financial Review	May	Clerk	
33	HG359/23	Jubilee Hall Car Park Financial Review	May	Clerk	
34	HG362/23	Football Changing Room Facilities	May	Clerk	
35	HG007/24	Public Session - Rotten fence posts at Priory Meadow	June	Clerk	
36	HG021/24	Update following Montague Road/Pondside Bridleway Site Visit	Complete	Clerk	
37	HG021/24	Update following Montague Road/Pondside Bridleway Site Visit	Complete	Clerk	
38	HG022/24	Correspondence - Roynon Performing Arts Search for Premises	June	Clerk	

39	HG023/24	Correspondence - Request for Memorial Tree at Langton Road	Update the correspondent regarding the consideration planned against the draft policy	June	Clerk	
40	HG024/24	Correspondence - Request from hirer to consider access to PP during bookings	To obtain a quotation for the installation of keypad access to restrict access during hire of Priory Park Clubhouse and work with Dynamos to deter use of the main toilet facilities.	Complete	Clerk	Quotations received, will be brought to the Committee for consideration.
41	HG025/24	Montague Road Tree Survey	Gather quotations for high and moderate importance recommendations.	June	Clerk	One quotation obtained, 2 more required.
42	HG025/24	Montague Road Tree Survey	To apply to WCC for permission to carry out the recommended works on the oak tree covered by TPO1189T1.	June	Clerk	
45	HG044/24	Skate Zone (Public Session)	Reply to email with update regarding CCTV and fencing review in 6 months.	July	Clerk	
47	HG047/24	Senior Groundsman's Report - HR hedge damage	Approach WCC to repair recent damage to the hedge at Hoe Road Recreation Ground.	July	Clerk	
50	HG053/24	Suggestion for Permitted Graffiti Space	Add graffiti space to Committee's list of project for consideration for grant funding.	July	Clerk	
54	HG057/24	Memorial Tree and Bench Policy Draft	Identify example of suitable benches.	July	Cllr Pavey/Clerk	
56	HG057/24	Memorial Tree and Bench Policy Draft	To respond to the resident to grant the request and obtain more information about the memorial plaque and suggest an alternative variety of tree be proposed.	July	Clerk	
59	HG064/24	Allotments Fencing Update and Price Estimate	To update BWGC with Committee's agreement in principle and to seek funding for the unbudgeted project.	July	Clerk	
59	HG077/24	Albany Road Play Area Project Update	Install signage to warn track users of childrens play area	August	Projects Manager/Clerk	In progress, see agenda item 19.
59	HG077/24	Albany Road Play Area Project Update	Investigate bench options and costs for installation.	Complete	Projects Manager	
59	HG078/24	Skatepark Project Update	Add perimeter track to list of potential projects for grant funding.	August	Clerk	
59	HG080/24	Facilities Review Project Update	Compare and evaluate quotations received from architects and bring recommendations to H&G.	Complete	Facilities Review Working Group	See agenda item 20.
59	HG081/24	Report from Meeting with Hampshire FA	Contact appointed contractor to find out whether they have required machinery to improve hollow tining in line with report.	August	Senior Groundsman	
59	HG081/24	Report from Meeting with Hampshire FA	Review Pitch Power Report and make recommendations to the Committee regarding next steps.	August	Priory Park football pitch working group	
59	HG083/24	Coronation Hall Asbestos Survey	Update asbestos register in accordance with findings of the survey	August	Estates Manager	
59	HG085/24	Montague Road Ditch Work Update	Include update in next newsletter and notices on site.	August	Clerk	
59	HG091/24	Meeting with Bowling Club Regarding Licence	Pass information to FP&R to progress with MVBC regarding licence renewal.	Complete	Clerk	
59	HG092/24	Water Safety Checks Quotations	Appoint contractor to undertake water risk assessments for buildings.	Complete	Chair	Approved at FP&R
59	HG092/24	Water Safety Checks Quotations	Following completion for the risk assessments obtain additional quotation for water monitoring contract.	September	Clerk	
59	HG093/24	Hedge Cutting Quotations	Delegate consideration of the quotations from papers, plus third quotation received to FP&R	Complete	Clerk	Approved at FP&R

Key

	Agenda item
	Completed since last meeting
	Superseded, to be removed



## Halls and Grounds Committee – 20th August 2024

### Estates Manager's Report

#### General

Monthly water testing completed (14.08.24)

Three quotations now received for EICR testing of JH, PP, HR and TS (see agenda item 22).

Update of H&S signage (all buildings ongoing).

Bookings this month:

- New booking starting in August of Diabetes Prevention Programme, bi-weekly then monthly until the end of April 25.
- Additional blood donation session held to help with blood stocks.
- Hays Travel booking for community event.
- One use of JH Ruby Room for a meeting.
- Two children's birthday parties.
- Craft Fayre on Saturday 24<sup>th</sup> August.

#### Jubilee Hall

Kitchen deep clean completed (20.07.24).

No.1 Boiler isolated following service visit (blocked heat exchanger and failed PCB).

Two quotations received thus far to repair/replace.

Review of JH H&S (2022) and Fire Safety (2021) reports (ongoing) with actions to ensure updated compliance.

Scaffolding erected to install solar panels on JH roof (15.08.24).

Solar panel installation w/c 19.08.24.

Two future hirer visits.

#### Priory Park

Review of PP H&S (2022) and Fire Safety (2021) reports (ongoing) with actions to ensure updated compliance.

Boiler servicing completed following repair 31.07.24.

#### Hoe Road & Estates Shed

Review of HR & ES H&S (2022) and Fire Safety (2021) reports (ongoing) with actions to ensure updated compliance.

Work to paint Lilypads damaged kitchen ceiling provisionally scheduled for w/c 19.08.24.

Electrical/Plumbing repair works (dates to be agreed).

#### Coronation Hall

Visit completed to assess remedial maintenance required.

Estates Manager  
14.08.24





## Halls and Grounds Committee – 20<sup>th</sup> August 2024

### Senior Groundsman's Report – *for information*

At the time of writing, we are about to complete the new pitch marking and setting up of the goals at Priory Park and will go on to complete the marking of the pitches at Hoe Road on the week of the H&G meeting - weather allowing. Most of July we have had to concentrate on this work, along with grass cutting.

The groundmen were approached at West Hoe Cemetery whilst grass cutting by a member of the public regarding a headstone.

Also, regarding the cemetery, I helped with the grass cutting for the day recently. It confirmed to me, as the groundsman who has maintained the site in recent years and I have said on a number of occasions, that one day and two men, in other words fifteen man hours a week is nowhere near enough time to keep the cemetery in good order. At least double that amount of time is required. I cannot afford for the groundstaff/lengthsman to spend any more time than at present, rather than on our usual grounds work.

Once the pitches are finished, we will finish tidying up the banks that surround the skatepark.

We spent a day trimming the hedges and cutting the grass ready for the judging of the best village competition.

I have spoken to the selected hedge cutting contractor and hope the work will be completed during September.

Senior Groundsman  
14.08.24

**Bishop's Waltham Parish Council**

**Detailed Income & Expenditure by Phased Budget Heading 01/08/2024**

**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 to/from EMR
<u>200 Grounds - General</u>										
4101 Prof Fees - Tree Surveys	0	0	0	(350)	0	350	0		(350)	0.0%
4157 Road Tax & Insurance	(768)	2,200	1,432	(2,293)	2,846	5,139	(7,284)		4,991	31.5%
4290 Contractor - Hedge Cutting	0	0	0	0	0	0	(4,000)		4,000	0.0%
4295 Contractor - Ditch Clearance	(1,250)	0	(1,250)	(1,250)	0	1,250	0		(1,250)	0.0%
4303 Fuel Charges - Tractors&Mowers	(343)	400	57	(1,231)	1,600	2,831	(4,800)		3,569	25.6%
4304 Fuel Charges - PC Vehicles	(247)	400	153	(568)	1,600	2,168	(4,800)		4,232	11.8%
4305 Op Costs - Tractors&Mowers	(183)	200	17	(243)	800	1,043	(2,400)		2,157	10.1%
4306 Op Costs - P C Vehicles	(85)	500	415	(1,282)	2,000	3,282	(6,000)		4,718	21.4%
4309 Materials - Cleaning	0	30	30	0	60	60	(120)		120	0.0%
4310 Materials -Tools / Minor Items	(101)	250	149	(101)	500	601	(1,000)		899	10.1%
4311 Materials - Locks and Keys	6	0	6	6	0	(6)	(50)		56	(12.7%)
4312 Materials - Ground Maintenance	(412)	625	213	(619)	1,250	1,869	(2,500)		1,881	24.8%
4313 Materials - Signage	(85)	0	(85)	(85)	0	85	0		(85)	0.0%
4319 Materials - Lining Paint	(690)	0	(690)	(803)	0	803	0		(803)	0.0%
<u>210 Grounds - Hoe Road</u>										
1103 Land Lease - Guides Building	0	0	0	0	0	0	1			0.0%
1115 Land Lease - Scouts Building	0	0	0	0	0	0	2			0.0%
1127 Contract Hire - Tennis Courts	439	442	3	878	884	6	1,768			49.6%
1211 Hire Fees - Grounds	0	0	0	1,670	786	(884)	935			178.6%
1212 Hire Fees - Football Pitches	0	0	0	71	0	(71)	0			0.0%
4270 Contractor - Aboricultural	0	0	0	(555)	0	555	(850)		295	65.3%
4280 Contractor - Grounds	0	0	0	0	300	300	(300)		300	0.0%

## Bishop's Waltham Parish Council

## Detailed Income &amp; Expenditure by Phased Budget Heading 01/08/2024

Month No: 4

## 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
4331 Mtce - Car Parks	0	0	0	(495)	0	495	0		(495)	0.0%	
<u>220 Grounds - Priory Park</u>											
1106 Land Lease - Bowls Facility	0	0	0	34	0	(34)	85			39.5%	
1151 Annual Hire - Football Pitches	0	0	0	1,877	1,588	(289)	7,146			26.3%	
1212 Hire Fees - Football Pitches	0	0	0	59	328	269	1,476			4.0%	
4270 Contractor - Arboricultural	0	0	0	(240)	0	240	(3,500)		3,260	6.9%	
4280 Contractor - Grounds	(7,050)	0	(7,050)	(7,150)	6,800	13,950	(8,500)		1,350	84.1%	
4295 Contractor - Ditch Clearance	0	0	0	0	400	400	(400)		400	0.0%	
4329 Mtce - Fencing	0	0	0	0	0	0	(100)		100	0.0%	
<u>225 Grounds - Albany Road Cricket</u>											
1105 Land Lease - Cricket Ground	0	0	0	456	0	(456)	1,129			40.4%	
4270 Contractor - Arboricultural	0	0	0	0	0	0	(750)		750	0.0%	
4329 Mtce - Fencing	0	0	0	0	0	0	(50)		50	0.0%	
<u>226 Grounds - Albany Road All'ment</u>											
1102 Land Lease - Allotments	0	0	0	0	0	0	1			0.0%	
4270 Contractor - Arboricultural	0	0	0	0	0	0	(850)		850	0.0%	
<u>230 Halls - General</u>											
4107 Prof Fees - Health & Safety	0	0	0	0	0	0	(1,000)		1,000	0.0%	
4170 Advertising - Halls	0	0	0	0	0	0	(500)		500	0.0%	
4309 Materials - Cleaning	(163)	0	(163)	(538)	400	938	(1,200)		662	44.8%	
4310 Materials - Tools / Minor Items	(50)	0	(50)	(50)	0	50	(150)		100	33.3%	
4311 Materials - Locks and Keys	0	0	0	(32)	0	32	(300)		268	10.7%	

## Detailed Income &amp; Expenditure by Phased Budget Heading 01/08/2024

Month No: 4

## 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
4313 Materials - Signage	0	0	0	(131)	0	131	(300)		169	43.8%	
4316 Materials - Kitchen Supplies	0	0	0	0	0	0	(100)		100	0.0%	
<u>240 Hoe Road Pavilion</u>											
1131 Contract Hire - Kitchen	123	124	1	246	248	2	496			49.7%	
1132 Contract Hire - Rooms	1,570	1,582	12	3,140	3,164	24	6,328			49.6%	
1133 Contract Hire - Storage	26	26	0	51	52	1	104			49.3%	
1223 Hire Fees - Storage	19	0	(19)	75	0	(75)	0			0.0%	
4102 Prof Fees - P A Testing	0	0	0	(23)	0	23	(100)		78	22.5%	
4106 Prof Fees - Hardwire Insptions	0	0	0	0	0	0	(375)		375	0.0%	
4109 Prof Fees - Safety Inspections	0	0	0	0	0	0	(150)		150	0.0%	
4277 Contractor - Water Monitoring	(104)	100	(4)	(394)	400	794	(1,200)		806	32.9%	
4307 Materials - Defib Equipment	0	0	0	0	0	0	(300)		300	0.0%	
4320 Mtce - H & S Conformances	0	0	0	0	0	0	(250)		250	0.0%	
4332 Mtce - Alarm & CCTV Systems	(51)	100	50	(202)	400	602	(1,200)		998	16.8%	
4336 Mtce - Building Fabric	0	0	0	0	0	0	(500)		500	0.0%	
4337 Mtce - Building Services	0	0	0	0	0	0	(1,000)		1,000	0.0%	
4338 Mtce - Internal Decoration	0	0	0	0	0	0	(1,000)		1,000	0.0%	
4339 Mtce - External Decoration	0	0	0	0	0	0	(500)		500	0.0%	
4341 Non Domestic Rates	(74)	74	0	(292)	296	588	(740)		448	39.5%	
4343 Electricity	0	1,000	1,000	(537)	2,000	2,537	(6,500)		5,963	8.3%	
4345 Water	0	125	125	(144)	500	644	(1,500)		1,356	9.6%	
<u>250 Priory Park Clubhouse</u>											
1158 Annual Hire - Rooms	0	0	0	207	218	11	981			21.1%	

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## Detailed Income &amp; Expenditure by Phased Budget Heading 01/08/2024

Month No: 4

## 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
1161 Annual Hire - Storage	0	0	0	91	96	5	432			21.1%	
1220 Hire Fees - Rooms	1,859	1,470	(389)	7,750	5,880	(1,870)	17,640			43.9%	
1223 Hire Fees - Storage	17	17	1	66	68	2	204			32.4%	
4102 Prof Fees - P A Testing	0	0	0	(90)	0	90	(75)		(15)	120.0%	
4106 Prof Fees - Hardwire Insptions	0	0	0	0	0	0	(630)		630	0.0%	
4109 Prof Fees - Safety Inspections	0	0	0	0	0	0	(150)		150	0.0%	
4142 Performing Rights - Music Fees	0	0	0	(145)	0	145	(250)		105	58.1%	
4158 Premises Licence	0	0	0	(14)	0	14	(21)		7	66.7%	
4275 Contractor - Trade Waste	0	0	0	(527)	600	1,127	(1,200)		673	43.9%	
4277 Contractor - Water Monitoring	(104)	100	(4)	(394)	400	794	(1,200)		806	32.9%	
4281 Contractor - Window Cleaning	0	0	0	(150)	200	350	(600)		450	25.0%	
4282 Contractor - Cleaning	(288)	350	62	(792)	1,400	2,192	(4,200)		3,408	18.9%	
4285 Contractor - Hygiene Waste	0	0	0	(665)	0	665	(1,140)		475	58.3%	
4307 Materials - Defib Equipment	0	0	0	0	0	0	(300)		300	0.0%	
4320 Mtce - H & S Conformances	0	0	0	0	0	0	(250)		250	0.0%	
4332 Mtce - Alarm & CCTV Systems	(40)	83	43	(160)	332	492	(1,000)		840	16.0%	
4336 Mtce - Building Fabric	0	0	0	(1,460)	0	1,460	(500)		(960)	292.0%	
4337 Mtce - Building Services	(310)	0	(310)	(1,660)	0	1,660	(1,000)		(660)	166.0%	
4338 Mtce - Internal Decoration	0	0	0	0	0	0	(1,000)		1,000	0.0%	
4339 Mtce - External Decoration	0	0	0	0	0	0	(500)		500	0.0%	
4341 Non Domestic Rates	(254)	254	0	(1,021)	1,016	2,037	(2,545)		1,524	40.1%	
4343 Electricity	0	750	750	(34)	1,250	1,284	(4,500)		4,466	0.7%	
4344 Gas	(89)	25	(64)	(572)	425	997	(3,000)		2,428	19.1%	
4345 Water	(660)	25	(635)	(739)	200	939	(500)		(239)	147.9%	

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Detailed Income & Expenditure by Phased Budget Heading 01/08/2024

Month No: 4

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
260 The Jubilee Hall Building											
1087 Income - PAT Recharge	0	0	0	23	0	(23)	100			22.5%	
1153 Annual Hire - Diamond Suite	309	400	91	1,235	1,600	365	4,800			25.7%	
1220 Hire Fees - Rooms	3,771	2,800	(971)	13,708	11,200	(2,508)	33,600			40.8%	
1225 Hire Fees - Kitchen	193	175	(18)	767	700	(67)	2,100			36.5%	
4102 Prof Fees - P A Testing	0	0	0	(126)	0	126	(360)		234	35.0%	
4106 Prof Fees - Hardwire Inspections	0	0	0	0	0	0	(650)		650	0.0%	
4109 Prof Fees - Safety Inspections	0	200	200	0	200	200	(200)		200	0.0%	
4142 Performing Rights - Music Fees	0	0	0	(28)	0	28	(500)		472	5.6%	
4158 Premises Licence	0	0	0	(14)	0	14	(21)		7	66.7%	
4275 Contractor - Trade Waste	(48)	35	(13)	(1,292)	1,305	2,597	(2,750)		1,458	47.0%	
4277 Contractor - Water Monitoring	(104)	100	(4)	(394)	400	794	(1,200)		806	32.9%	
4281 Contractor - Window Cleaning	0	0	0	(180)	240	420	(720)		540	25.0%	
4282 Contractor - Cleaning	(618)	0	(618)	(780)	0	780	(750)		(30)	104.0%	
4285 Contractor - Hygiene Waste	0	0	0	(1,151)	0	1,151	(1,972)		821	58.3%	
4307 Materials - Defib Equipment	0	0	0	0	0	0	(300)		300	0.0%	
4316 Materials - Kitchen Supplies	0	0	0	(75)	0	75	0		(75)	0.0%	
4320 Mitce - H & S Conformances	247	0	247	(15)	0	15	(500)		485	2.9%	
4332 Mitce - Alarm & CCTV Systems	(40)	66	26	(363)	264	627	(800)		437	45.4%	
4336 Mitce - Building Fabric	0	0	0	0	0	0	(500)		500	0.0%	
4337 Mitce - Building Services	(756)	0	(756)	(1,175)	0	1,175	(1,000)		(175)	117.5%	
4338 Mitce - Internal Decoration	0	0	0	0	0	0	(1,000)		1,000	0.0%	
4339 Mitce - External Decoration	0	0	0	0	0	0	(500)		500	0.0%	

## Bishop's Waltham Parish Council

## Detailed Income &amp; Expenditure by Phased Budget Heading 01/08/2024

Month No: 4

## 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
4341 Non Domestic Rates	(735)	668	(67)	(2,938)	2,672	5,610	(6,680)		3,742	44.0%	
4343 Electricity	0	0	0	(228)	2,000	2,228	(6,500)		6,272	3.5%	
4344 Gas	(116)	150	34	(2,045)	2,750	4,795	(8,900)		6,855	23.0%	
4345 Water	(309)	230	(79)	(418)	460	878	(920)		502	45.4%	
<u>261 Jubilee Hall Car Park &amp; Ground</u>											
1088 Income - Electric Charge M/C's	238	250	12	722	500	(222)	1,000			72.2%	
1089 Income - Car Parking M/C's	142	115	(27)	1,228	460	(768)	1,380			89.0%	
1152 Annual Hire - Season Tickets	0	0	0	867	406	(461)	1,138			76.2%	
1211 Hire Fees - Grounds	0	0	0	33	42	9	42			79.4%	
4150 Ticket M/C Card Charges	(38)	185	147	(599)	740	1,339	(2,220)		1,621	27.0%	
4270 Contractor - Aboriginal	0	0	0	(150)	0	150	(350)		200	42.9%	
4281 Contractor - Window Cleaning	0	0	0	(40)	80	120	(240)		200	16.7%	
4286 Contractor - Car Park Tickets	0	0	0	0	0	0	(300)		300	0.0%	
4287 Contractor - E'ric Charge Mac	0	0	0	0	0	0	(150)		150	0.0%	
4325 Mtee - Car Park Ticket M/c's	0	0	0	(542)	197	739	(788)		246	68.8%	
4329 Mtee - Fencing	0	0	0	0	0	0	(250)		250	0.0%	
4341 Non Domestic Rates	(908)	825	(83)	(3,629)	3,302	6,931	(8,252)		4,623	44.0%	
4343 Electricity	(95)	95	(0)	(255)	225	480	(712)		457	35.9%	
<u>270 Well House</u>											
4337 Mtee - Building Services	(180)	0	(180)	(302)	0	302	0		(302)	0.0%	
4341 Non Domestic Rates	(330)	0	(330)	(330)	0	330	0		(330)	0.0%	

## Bishop's Waltham Parish Council

## Detailed Income &amp; Expenditure by Phased Budget Heading 01/08/2024

Month No: 4

## 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>275 Coronation Hall</u>											
1131 Contract Hire - Kitchen	0	50	50	0	200	200	600			0.0%	
1132 Contract Hire - Rooms	575	500	(75)	2,300	2,000	(300)	6,000			38.3%	
1133 Contract Hire - Storage	0	25	25	0	100	100	300			0.0%	
4102 Prof Fees - P A Testing	0	0	0	0	0	0	(100)		100	0.0%	
4106 Prof Fees - Hardwire Insptions	0	0	0	0	0	0	(375)		375	0.0%	
4109 Prof Fees - Safety Inspections	0	0	0	0	0	0	(150)		150	0.0%	
4277 Contractor - Water Monitoring	(104)	63	(41)	(184)	332	496	(1,000)		836	16.4%	
4320 Mtce - H & S Conformances	0	0	0	0	0	0	(250)		250	0.0%	
4332 Mtce - Alarm & CCTV Systems	0	100	100	0	400	400	(1,200)		1,200	0.0%	
4336 Mtce - Building Fabric	0	0	0	(355)	0	355	(500)		145	71.0%	
4337 Mtce - Building Services	(150)	0	(150)	(215)	0	215	(1,000)		785	21.5%	
4338 Mtce - Internal Decoration	0	0	0	0	0	0	(1,000)		1,000	0.0%	
4339 Mtce - External Decoration	(50)	0	(50)	(50)	0	50	(500)		450	10.0%	
4341 Non Domestic Rates	0	74	74	0	292	292	(736)		736	0.0%	
4343 Electricity	0	750	750	0	1,250	1,250	(4,500)		4,500	0.0%	
4344 Gas	0	25	25	0	425	425	(3,000)		3,000	0.0%	
4345 Water	0	125	125	0	500	500	(1,500)		1,500	0.0%	
<u>280 Groundsman Building</u>											
4102 Prof Fees - P A Testing	0	0	0	(90)	0	90	(150)		60	60.0%	
4106 Prof Fees - Hardwire Insptions	0	0	0	0	0	0	(190)		190	0.0%	
4274 Contractor - Waste Skip Hire	(455)	0	(455)	(1,320)	910	2,230	(2,730)		1,411	48.3%	
4332 Mtce - Alarm & CCTV Systems	(23)	40	18	(90)	160	250	(500)		410	18.0%	

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## Bishop's Waltham Parish Council

## Detailed Income &amp; Expenditure by Phased Budget Heading 01/08/2024

Month No: 4

## 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
4336 Mice - Building Fabric	0	0	0	0	0	0	(250)		250	0.0%	
4337 Mice - Building Services	0	0	0	0	0	0	(500)		500	0.0%	
4343 Electricity	0	1,000	1,000	603	1,000	397	(6,000)		6,603	(10.0%)	
<u>290 Playgrounds &amp; Leisure Areas</u>											
4109 Prof Fees - Safety Inspections	0	0	0	0	0	0	(850)		850	0.0%	
4144 Lease - Oak Road Play Area	0	0	0	(60)	0	60	(145)		85	41.7%	
4270 Contractor - Arboricultural	0	0	0	(2,700)	0	2,700	(3,500)		800	77.1%	
4280 Contractor - Grounds	(2,043)	0	(2,043)	(2,043)	0	2,043	(3,000)		957	68.1%	
4313 Materials - Signage	0	0	0	(137)	0	137	(300)		163	45.8%	
4320 Mice - H & S Conformances	0	0	0	(278)	0	278	(2,000)		1,722	13.9%	
4327 Mice - Play & Leisure Equipmnt	(88)	1,125	1,037	(408)	2,250	2,658	(4,500)		4,092	9.1%	
4329 Mice - Fencing	0	0	0	0	0	0	(1,000)		1,000	0.0%	
<u>299 Capital - Halls &amp; Grounds</u>											
1336 WCC CIL Funding 2024-25	0	0	0	0	40,000	40,000	40,000			0.0%	
1368 WCC Open Space Fund	0	0	0	0	18,797	18,797	18,797			0.0%	
4350 Minor Assets	0	0	0	(926)	0	926	(2,500)		1,575	37.0%	
4364 Southern Footpath Cycleway	(6,006)	0	(6,006)	(6,006)	0	6,006	0		(6,006)	0.0%	6,006
4386 Floor Polisher PP	0	0	0	(1,166)	0	1,166	0		(1,166)	0.0%	1,166
4390 Replace Skate Park	(17,060)	0	(17,060)	(60,205)	0	60,205	0		(60,205)	0.0%	60,205
4393 Solar Panels on JH Roof	(19,187)	0	(19,187)	(19,187)	99,750	118,937	(99,750)		80,563	19.2%	775
4398 Resurface Play Areas	0	0	0	0	0	0	(2,000)		2,000	0.0%	
4410 Replace Play Area Equipment	0	0	0	0	0	0	(4,000)		4,000	0.0%	
4412 Resurface Car Parks	0	0	0	0	0	0	(2,500)		2,500	0.0%	

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## Detailed Income &amp; Expenditure by Phased Budget Heading 01/08/2024

Month No: 4

## 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
4414 Bidings Replace /Refurb	0	0	0	0	0	0	(5,000)		5,000	0.0%	
4415 Tennis Court Maintenance	0	0	0	0	6,000	6,000	(8,000)		8,000	0.0%	
4417 Upgrade Intruder Alarm (JH)	0	0	0	0	0	0	(2,500)		2,500	0.0%	
4420 Costs-Purchase of Community	0	0	0	(3,311)	0	3,311	0		(3,311)	0.0%	3,311
4422 Replace Paving Stones (JH)	0	0	0	0	0	0	(2,500)		2,500	0.0%	
4423 EV Chargers	0	11,000	11,000	0	11,000	11,000	(11,000)		11,000	0.0%	
4484 Stackable Chairs (JH)	0	0	0	(874)	0	874	0		(874)	0.0%	874
4487 Building Maintenance	0	0	0	0	0	0	(24,500)		24,500	0.0%	
4500 Albany Road Play Park	(170)	0	(170)	(73,816)	78,198	152,014	(78,198)		4,382	94.4%	73,816
<b>Grand Totals:- Income</b>	<b>9,280</b>	<b>7,976</b>	<b>(1,304)</b>	<b>37,555</b>	<b>89,317</b>	<b>51,762</b>	<b>148,585</b>			<b>25.3%</b>	
<b>Expenditure</b>	<b>62,757</b>	<b>24,447</b>	<b>(38,310)</b>	<b>217,889</b>	<b>245,277</b>	<b>27,388</b>	<b>425,539</b>	<b>0</b>	<b>207,650</b>	<b>51.2%</b>	
<b>Net Income over Expenditure</b>	<b>(53,477)</b>	<b>(16,471)</b>	<b>37,006</b>	<b>(180,334)</b>	<b>(155,960)</b>	<b>24,374</b>	<b>(276,954)</b>				
plus Transfer from EMR	24,011			146,152							
<b>Movement to/(from) Gen Reserve</b>	<b>(29,466)</b>			<b>(34,182)</b>							

Bishop's Waltham Parish Council  
Halls & Grounds Committee - Capital Projects Control 2024-25  
Month 4

	Code	Description	Month Budgeted	Capital Budget £'s	EMR Funding Budget £'s	Total Precept Approved £'s	Total Actual Spend £'s	Unactioned Approvals £'s	Comments
<b>Income</b>	1099	Income - Asset Disposals	Not expected	0	0	0	0	0	
	1336	WCC CIL Funding 2024-25	Oct	40,000	40,000	0	0	40,000	EMR 376 Solar Panels
	1337	WCC S106 Funding 2024-25	Aug	0	0	0	0	25,815	EMR 373 Southern Footpath
	1368	WCC Open Space Fund	Aug	18,797	18,797	0	0	19,504	EMR 315 Montague Rd/378 Alband Rd
	1400	WCC Rural England PF	Jan	0	0	0	0	0	EMR 377 Extend Parking PP (£49,000)
		<b>Total Gross Committee Income</b>		<b>58,797</b>	<b>58,797</b>	<b>0</b>	<b>0</b>	<b>85,319</b>	
<b>Expenditure</b>	4350	Minor Assets	Oct	2,500	0	2,500	926	2,104	Replacement Bins (red)
	4364	Southern Footpath/Cycleway	Jul	0	0	0	6,006	0	EMR 373
	4365	Replace Tractor	Sep	0	0	0	0	33,500	EMR 330
	4368	Replace Topper/Mower	Sep	0	0	0	0	17,150	EMR 340
	4386	Floor Polisher PP		0	0	0	1,166	0	EMR 375
	4390	Replace Skate Park	Apr/Jul/Aug	0	0	0	60,205	15,676	EMR 374
	4393	Solar Panels On Roof (JH)	Sep	99,750	99,750	0	19,187	63,770	EMR 376
	4415	Tennis Court Maintenance	Jul	6,000	6,000	0	0	4,900	EMR 355
	4417	Upgrade Intruder Alarm (JH)	Oct	2,500	0	2,500	0	2,500	
	4420	Costs - Purchase of Community Asset	May/Jun	0	0	0	3,311	0	EMR 351 (£3,311)
	4422	Replace Paving Stones	Oct	2,500	0	2,500	0	2,500	
	4423	EV Chargers	Jan	11,000	11,000	0	0	11,000	EMR 336
	4432	Montague Rd Play Areas	Jul	0	0	0	0	2,820	EMR 315 (£2,820 incl £2,272 WCC-OSF)
	4450	Extend Parking (PP)	Sep	0	0	0	0	0	EMR 377 (Budget £100,000)
	4484	Stackable Chairs (JH)	May	0	0	0	874	0	EMR 390
	4487	Building Maintenance	Oct	18,500	18,500	0	0	18,500	EMR 379
	4500	Albany Road Play Park	May/Jul	78,198	78,198	0	73,816	0	EMR 378 (incl £17,232 WCC-OSF)
		<b>Total Gross Committee Expenditures</b>		<b>220,948</b>	<b>213,448</b>	<b>7,500</b>	<b>165,491</b>	<b>174,420</b>	
<b>EMR Movements</b>				<b>154,651</b>	<b>154,651</b>	<b>0</b>	<b>164,565</b>	<b>81,997</b>	
<b>Total Net Committee Expenditures</b>				<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>926</b>	<b>7,104</b>	

Ear Marked Reserves  
2024-2025

		Opening Balance	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Actual Mar Total Year	Budget Total Year	Closing Balance
315	EMR - Montague Road Play Areas - S106/CIL/OSF	£548	£0	£0	£0	£0	£0	£0	£2,820	£0	£0	£0	£0	£0	£0	£0
316	EMR - Albany Road SINC Maint - S106	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£65,472
325	EMR - Replace Play Area Equipment - PC	£4,744	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£8,744
330	EMR - Replace Tractors - PC	£33,500	£0	£0	£0	£0	£0	£33,500	£0	£0	£0	£0	£0	£0	£0	£0
336	EMR - EV Chargers - PC	£11,000	£0	£0	£0	£0	£0	£0	£0	£0	£0	£11,000	£0	£0	£0	£0
340	EMR - Replace Topper / Mower - PC	£33,500	£0	£0	£10,000	£0	£0	£17,150	£0	£0	£0	£0	£0	£0	£0	£6,350
341	EMR - Replace IT Equipment - PC	£2,078	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£3,078
345	EMR - Election Expenses - PC	£85,000	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£2,500
350	EMR - Bldings Replace / Refurb - PC	£3,311	£0	£3,236	£75	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£90,000
351	EMR - Purchase of Community Asset - PC/CIL/WCIL	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
352	EMR - Sale of Community Asset	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
353	EMR - New Capital Receipt	£16,000	£0	£0	£0	£0	£4,900	£0	£0	£0	£0	£0	£0	£0	£0	£0
355	EMR - Tennis Court Maintenance - PC	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£13,100
356	EMR - Resurface Car Parks - PC	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£2,500
357	EMR - Resurface Play Areas - PC	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£2,000
360	EMR - Replace Bus Shelters - PC	£10,000	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£10,000
370	EMR - CCTV (HR) - PC	£5,000	£0	£0	£1,848	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£3,152
373	EMR - Southern Footpath - CIL/WCIL/S106	£9,063	£0	£10,000	£0	£6,006	£25,815	£0	£0	£0	£0	£0	£0	£0	£0	£746
374	EMR - Replace Skate Park (PP) - CIL/WCIL/PC	£50,583	£43,145	£10,000	£15,298	£17,060	£15,676	£0	£0	£0	£0	£0	£0	£0	£0	£0
375	EMR - Floor Polisher (PP) - PC	£1,500	£0	£0	£1,166	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
376	EMR - Solar Panels on Roof (JH) - CIL/WCIL	£59,750	£0	£0	£0	£19,187	£0	£44,583	£40,000	£0	£0	£0	£0	£0	£0	£334
377	EMR - Extend Parking (PP) - CIL/WCC REPF	£54,678	£0	£0	£3,450	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£35,980
378	EMR - Albany Road Play Park - S106/OSF	£59,401	£0	£450	£73,196	£170	£17,232	£0	£0	£0	£0	£100,000	£49,000	£0	£0	£228
379	EMR - Building Maintenance - PC	£18,500	£0	£0	£0	£0	£0	£0	£18,500	£0	£0	£0	£0	£0	£0	£2,817
380	EMR - Name Sign (JH) - PC	£5,000	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£6,000
390	EMR - Stackable Chairs (JH) - PC	£1,800	£0	£874	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£5,000
393	EMR - WCC CIL Receipts 2021-22 (End 31/03/27)	£5,011	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£926
394	EMR - WCC CIL Receipts 2022-23 (End 31/03/28)	£3,062	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£5,011
395	EMR - WCC CIL Receipts 2023-24 (End 31/03/29)	£12,867	£0	£30,022	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£3,062
396	EMR - SDNP CIL Receipts 2021-22 (End 31/03/27)	£481	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£42,889
397	EMR - SDNP CIL Receipts 2022-23 (End 31/03/28)	£2,471	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£481
398	EMR - SDNP CIL Receipts 2023-24 (End 31/03/29)	£1,660	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£2,471
399	EMR - WCC CIL Receipts 2024-25 (End 31/03/30)	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£1,660
400	EMR - SDNP CIL Receipts 2024-25 (End 31/03/30)	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
401	EMR - WCC S106 Receipts 2024-25	£0	£0	£0	£0	£0	£0	£0	£331	£0	£0	£0	£0	£0	£0	£992
		£472,382	£43,145	£25,462	£74,437	£42,423	£25,404	£95,233	£19,011	£0	£0	£111,000	£49,000	£156,889	£99,298	£315,493

Approved transfers  
PC321/23;  
PC329/23





## Halls and Grounds Committee – 20<sup>th</sup> August 2024

### Grant Opportunities – *for information*

Grants applications submitted by Committees (no updates from last month):

Grant Scheme	Purpose – Committee	Status
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	£49k Granted
Go Greener Faster – (WCC)	Electric vehicle charging point for Hoe Road and the Jubilee Hall.	Declined (scheme opening again later this year).
District Small Grants Scheme (WCC)	Skate Jam - CEC	Granted.

**Proposal:** To note the above.

Administration Officer 15.08.24



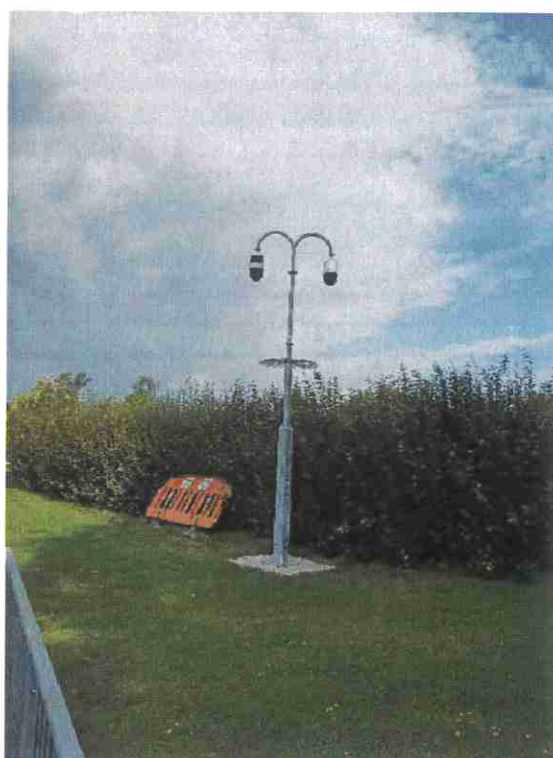
## Halls and Grounds Committee – 20<sup>th</sup> August 2024

### Skatepark Project Update – *for information*

The CCTV installation was completed over the weekend of the 10<sup>th</sup> and 11<sup>th</sup> August and is now fully operational with cameras covering the skatepark, overflow car park and an ANPR camera view along the full length of the car park from the clubhouse (see images of cameras below).

**Proposal:** To note the above.

Project Manager  
14.08.24





## Halls and Grounds Committee – 20<sup>th</sup> August 2024

### Southern Shared Pathway Project Update

*– for consideration*

#### Phase 4 Update

Proposed Layout for Priory Park Car Park Entrance.



- The car park entrance modifications were completed on Friday 12<sup>th</sup> July.
- An additional bollard has been ordered and will be secured to the pavement (red marker in the illustration) adjacent to the pedestrian crossing, to stop people cutting the corner to avoid the speed hump.

#### Footpath Updates

- Signage for the footpath itself are also on order – types of signs are shown below – these will be installed as soon possible at various locations along the route.
- Footpath area maps are also on order and will be mounted in lecterns at the start/end points of the pathways. (see image below)
- The lecterns have been investigated and prices will be shown at the next meeting.





## Footpath Signs



## Lectern







## Pathway Route Map



### Bishop's Waltham Southern Shared Pathway Routes



#### Key

Southern shared pathway		Skate Zone	
HCC pathway		Bowls Club	
Residential route		Cricket Club	
		Play Area	

The Southern Shared Pathway is an initiative that was implemented to allow the public safe access to community facilities and the town centre using purposely built pathways and selected routes away from the main Winchester Road.

05/08/2024

**Proposal: To approve and note the above.**

Project Manager 14.08.24



## Halls and Grounds Committee – 20<sup>th</sup> August 2024

### **Correspondence – Feedback regarding Priory Park Speed Bumps** *– for consideration*

The two emails overleaf have been received by the office in relation to the speed bumps at Priory Park. The speed bumps were recently installed to slow down vehicles entering and exiting the car park, to protect the safety of pathway users crossing the entrance car park entrance (across which the Southern Pathway is routed).

One comment to the same effect was also received in a telephone call.

**Proposal:**     **To consider the correspondence received and make recommendations accordingly.**

Administration Officer  
15.08.24



### Email 1

**From:** [REDACTED]  
**Sent:** Monday, July 22, 2024 3:31 PM  
**To:** admin@bishopswaltham-pc.gov.uk  
**Subject:** Speed bumps

Dear [REDACTED]

The speed control bumps to the entrance of Priory Court car park I think are unnecessarily severe and raised higher than is necessary.

As many people have passed comments, I would appreciate your feedback if any alterations are planned for the future.

Kind regards  
[REDACTED]

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### Email 2

**From:** [REDACTED]  
**Sent:** Wednesday, August 7, 2024 8:16 PM  
**To:** [REDACTED] parishclerk@bishopswaltham-pc.gov.uk>  
**Subject:** Traffic calming at Priory Park

Dear sir/madam

I attended the [REDACTED] session on Wednesday August 7th. Since my last time of playing you have now added 2 speed bumps which are of a difficult height and odd spacing. I found them very difficult to drive over in my mini at a very slow pace. All players at the club are experiencing the same difficulties. I feel that you may have been a little over zealous in your attempt to slow any traffic. Surely one speed bump would have been sufficient. Furthermore careful trimming of the hedgerow at the entrance would also help motorists to see any traffic when leaving and any pedestrians when entering.

I would be grateful if you could pass my comments onto the committee at your next meeting and I would be interested to hear your comments.

Yours faithfully  
[REDACTED]



## Halls and Grounds Committee – 20<sup>th</sup> August 2024

### Jubilee Hall Solar Project Update – *for consideration*

At the time of writing the scaffolding is being constructed at the Jubilee Hall ready for the arrival of the appointed contractor to begin installation of the solar panel system on Monday 19<sup>th</sup> August. A verbal report on the commencement of construction will be given at the meeting.

Further to the report to the Committee last month, the full report from the Jubilee Hall roof survey has now been received.

Confirmation has also been obtained from the Council's internal auditor that no further action is required in relation to the tender process because of the contract value being reduced as discussed by the Committee in their July meeting (and ratified by Full Council during their meeting held on 13<sup>th</sup> August).

**Proposal:**     **To note the above and make any further recommendations related to the commencement of the project's construction phase.**

Administration Officer  
15.08.24