



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

I hereby give you notice that a **MEETING of the PARISH COUNCIL** will be held at **7.00pm** in the Jubilee Hall, Little Shore Lane on Tuesday 14th January 2025.
Dated this 7th January 2025.

EMcKenzie
Executive Officer

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

Business to be transacted

1. To receive and accept apologies for non-attendance
2. To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda
3. To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda
4. Public Session – to last no longer than 30 minutes - *for information*
5. To receive the reports from the County Council and District Council Representatives
6. To receive the Minutes of the Committees of the Parish Council
7. To approve the Minutes of the Meeting 10th December 2024
8. Actions arising from the minutes of the meeting of 10th December 2024 - *for information*
9. To receive current financial statement and balance sheet
10. Standing Committee Membership – Update – *for consideration*
11. Planning Applications:
To ratify the recommendations from the Planning & Highways Committee
12. English Devolution White Paper – *for consideration*
13. Men's Shed – Land at Albany Road – *for consideration*
14. Access into Priory Park from Martin Street – *for consideration*
15. Parish Council Communications – Report and Proposal from the Marketing, Communications and Events Officer – *for consideration*
16. Chairman's Report - *for information only*
17. Councillors' Reports – *for information only*
18. Executive Officer's Report – *for information only*



19. ACSO's Report – *for information only*
20. Councillors' Surgery – Report and Future Meetings – *for consideration*
21. Requests for future agenda items - *for information only*
22. Date of next meeting – 11th February 2025
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.**

24. Well House – *for consideration*
25. Land Purchase Request at Morley Drive – Update – *for consideration*
26. Montague Road Resident Lease - *for consideration*
27. Contract for Office Photocopier/Printer – *for ratification*
28. Ratification of Expenditure to Install Outdoor Power Socket at Priory Park Skate Zone –
for ratification
29. Hoe Road Recreation Ground Hire Fee for Junior Football Teams using Full-Size Pitch –
for ratification
30. Replacement Benches for Hoe Road Tennis Courts – *for approval*
31. Priory Park Overflow Car Park Project Update – *for approval*
32. Jubilee Hall Gas Contract Quotations – *for ratification*
33. Quotations for Surfacing Under Jubilee Hall Youth Shelter – *for consideration*
34. Land Transfers – Update – *for consideration*
35. Staffing Matters – *for consideration*



Bishop's Waltham Parish Council

14th January 2025

Agenda Item 6 – Acceptance of Committee Minutes

Since the last Parish Council meeting (10th December 2024) when the Committee minutes were last tabled, Councillors have received copies of the following minutes via email.

Finance, Policy & Resources Committee	3.12.24
Halls & Grounds Committee	19.11.24
Community & Environment Committee	25.11.24
Planning & Highways Committee	26.11.24

Proposal:

To accept the Committee minutes as tabled.



BISHOP'S WALTHAM PARISH COUNCIL
Minutes of the Meeting of the Parish Council held on Tuesday 10th December 2024
In the Ruby Room of The Jubilee Hall commencing at 7pm

Present:

Cllr Conduct	
Cllr Homer	
Cllr Jelf	
Cllr Latham	(and WCC Councillor)
Cllr Marsh	
Cllr Nicholson	
Cllr Pavey	
Cllr Sherwood	
Cllr Webb	
Cllr Wood	

In attendance:	Mrs E McKenzie	Executive Officer
	Mrs C Wilkinson	Committees Officer

Members of the public: 1

PC207/24 To receive and accept apologies for non-attendance

Cllr Jones - indisposed
Cllr Stallard - work commitments
Cllr Williams - indisposed
Cllr Wilson - family commitments

Resolved: To receive and accept apologies for non-attendance

Proposed: Cllr Conduct

Seconded: Cllr Wood

All in favour

PC208/24 To receive and accept Declarations of Disclosable Pecuniary Interests on items on the agenda
None.

PC209/24 To receive and accept any personal, pecuniary and non-pecuniary interests on items on the agenda
None.

PC210/24 Public Session

There was one member of the public in attendance. He highlighted the work of Bishop's Waltham in Bloom and made the Council aware of running costs for this beneficial group for the town. A report would follow with a request for funding. The matter of the proposals from the Cricket Club were noted for discussion and the offer made for future meetings if needed. The Men's Shed move from the Cricket Club grounds to Curdridge Reading rooms was recorded as taking place before April 2025.

PC211/24 To receive the reports from the County Council and District Council Representatives
Cllr Miller had given his apologies for non-attendance which was duly noted as was the absence of Cllr Williams.

Cllr Latham noted a deficit in funding was increasingly seen at Hampshire County Council. The effect of this, along with actions from Central Government, would be apparent over the next year, especially with regard to Planning.

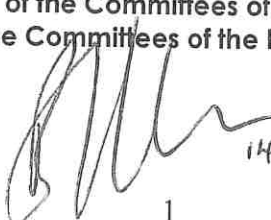
PC212/24 To receive the Minutes of the Committees of the Parish Council

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

Proposed: Cllr Jelf

Seconded: Cllr Marsh

All in favour


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PC213/24 To approve the Minutes of the Meeting 12th November 2024
Resolved: To approve the Minutes of the Meeting 12th November 2024
Proposed: Cllr Conduct
Seconded: Cllr Homer
All in favour who were in attendance at the meeting of 12th November 2024.

PC214/24 Actions arising from the minutes of the meeting of 12th November 2024
No further actions had been taken in regard to the access onto Priory Park across Catholic Church land. This follow up was requested as a future agenda item.
An update on the Southern Footpath link was provided after a meeting on 9.12.24 with landowners and a planned meeting with the WCC Principal Planner on 13.12.24.

PC215/24 To receive current financial statement and balance sheet
Resolved: To receive current financial statement and balance sheet
Proposed: Cllr Webb
Seconded: Cllr Sherwood
All in favour

PC216/24 Draft Parish Council Budget Setting and Precept 2025/2026
The collated budget from all committees was duly deliberated and approved for referring to Winchester City Council.
Resolved: To approve the Committee Financial Budgets as tabled and refer the precept requirement for 2025/26 of £626,437.00 to Winchester City Council.
Proposed: Cllr Marsh
Seconded: Cllr Wood
All in favour

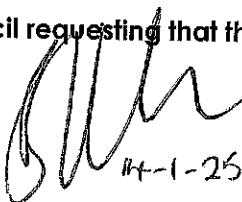
ACTION: Executive Officer

PC217/24 Internal Auditor
The positive report was acknowledged and thanks given to the Finance Manager for her diligent work.
Resolved: To approve the Internal Auditor's Report and the response to the matter arising.
Proposed: Cllr Nicholson
Seconded: Cllr Conduct
All in favour

PC218/24 Planning Applications: To ratify the recommendations from the Planning & Highways Committee
Resolved: To ratify the planning application recommendations from the Planning & Highways Committee
Proposed: Cllr Conduct
Seconded: Cllr Sherwood
9 in favour, 1 abstention

PC219/24 Parish Council Event Dates 2025
The event plan was duly reviewed and the dates for the Remembrance day events confirmed.
Resolved: To approve the draft dates for Bishop's Waltham Parish Council events to be held in 2025.
Proposed: Cllr Latham
Seconded: Cllr Pavey
All in favour

PC220/24 CCTV in Bishop's Waltham High Street and Central Car Park
The lack of operational CCTV in the town centre was a public safety concern and a need identified to ensure Winchester City Council address this. The City Councillors would also be asked to pursue this matter.
Resolved: To write to Winchester City Council requesting that the CCTV is updated and operational in the town centre.
Proposed: Cllr Sherwood
Seconded: Cllr Latham
All in favour



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ACTION: Executive Officer

PC221/24 Chairman's Report
Noted.

PC222/24 Councillors' Reports
None tabled at this time.

PC223/24 Executive Officer's Report
No matters arising at this time.

PC224/24 ACSO Report
Noted.

PC225/24 Councillors' Surgery – Report and Future Meetings

Report from the Surgery of 30.11.24 noted. Location to be decided by Councillors in attendance. Signage at the Crown roundabout to be reviewed by the Planning and Highways Committee. The new parking times in the Central car park were noted.

Continued concerns regarding junctions joining the B2177 were noted (Bishop's Meadow and Deer Walk). Matter referred to Planning and Highways Committee.

Communications to residents to highlight, again, how to report incidents to the relevant body.

- Attendance for Councillors' Surgery on 31.1.25 confirmed as Cllr Conduct and Cllr Wood.

- Attendance for Councillors' Surgery on 22.2.25 confirmed as Cllr Homer and Cllr Sherwood.

ACTION: Refer relevant matters to the Planning and Highways Committee ACTION: Executive Officer

PC226/24 Requests for future agenda items
Access onto Priory Park from Catholic Church land.

PC227/24 Date of next meeting – 14th January 2025
Noted.

The member of the public left at this point of the meeting.

PC228/24 Motion for confidential business:

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

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

PC229/24 Well House

An update from the Finance, Policy and Resources Committee was noted.

PC230/24 SSE Grant and Quotations for Additional Battery Storage at the Jubilee Hall
The quotations tabled were carefully reviewed.

Resolved: To approach Cinergi to confirm August quotation price is still valid and, if in keeping with grant award, to delegate authority to the Halls and Grounds Committee to approve the appointment of Cinergi as the contractor for the works to supply and install two Tesla Powerwall V2 batteries with secure external caging at a price of £16,059.83 excluding VAT.

Proposed: Cllr Marsh

Seconded: Cllr Pavey

All in favour.

ACTION: Committees Officer

PC231/24 Appointment of Architect for Priory Park Clubhouse Redesign

The quotations received were duly deliberated alongside the recommendation from the Halls and Grounds Committee and working group.

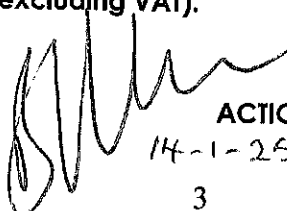
Resolved: To appoint Axis Architecture Limited to provide preliminary designs for a new Priory Park Clubhouse at a cost of £17,545.00 (excluding VAT).

Proposed: Cllr Nicholson

Seconded: Cllr Conduct

All in favour.

ACTION: Committees Officer / Projects Manager



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PC232/24 Appointment of Contractor for Priory Park Overflow Car Park

The tender comparison summary and all related documentation had been presented to Council ahead of the meeting for consideration. The Council duly referred to such paperwork in their deliberation. The recommendation from the Halls and Grounds Committee and working group was considered.

Resolved:

- i) To appoint ESC Surfacing Limited for the extension and resurfacing of the overflow car park at Priory Park at a cost of £89,500.00 excluding VAT, under the following conditions:-
- ii) To check with the preferred contractor if the price was the final possible one.
- iii) To confirm the removal of excess spoil from the site and receive a project block plan for approval before work commences.

Proposed: Cllr Webb

Seconded: Cllr Conduct

All in favour.

ACTION: Committees Officer / Projects Manager

PC233/24 Correspondence from the Ground Committee Chairman of Bishop's Waltham Cricket Club

The minutes and notes taken at a meeting with representatives of the Cricket Club on 13.11.24 were acknowledged.

Resolved:

- i) To confirm that Bishop's Waltham Parish Council is not minded to sell the Albany Road Cricket Ground at this time or near future. The Parish Council is committed to the continuation of the Cricket Club at this site. The lease is due to be extended in 2025 for a period of a further thirty years with a rolling plan anticipated for thereafter.

Proposed: Cllr Sherwood

Seconded: Cllr Marsh

All in favour

- ii) To confirm that the Albany Road Cricket Ground site needs to be cleared of all non-cricket related items by the end of March 2025 for Parish Council inspection. Following this, action will be taken, as per the lease conditions, if non-cricket related items have been stored on site. Bishop's Waltham Cricket Club to articulate further storage requests, with drawn plans, following the rationalisation of stored items.

- iii) To note that the three points below are not yet under discussion for action by the Parish Council:-

- a) The idea of an access road from Albany Road through the perimeter of the Cricket Club to Albany Wood estate
- b) The use of Albany Wood open space as a designated sporting ground
- c) The use of Bishop's Meadow open space as a designated sporting ground

Proposed: Cllr Pavey

Seconded: Cllr Homer

All in favour

ACTION: Letter to be written to the Cricket Club Ground Chairman

ACTION: Executive Officer

PC234/24 To approve the Minutes of the Extra Ordinary Meeting 26.11.24

Resolved: To approve the Minutes of the Extra Ordinary Meeting 26.11.24

Proposed: Cllr Conduct

Seconded: Cllr Sherwood

All in favour who were present at the meeting of 26.11.24

PC235/24 Staffing Matters

- i) Interviews for Marketing, Communications and Events Manager

Resolved:

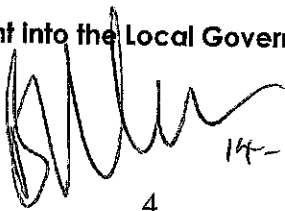
- i) To approve the appointment of Ms Anna Axworthy as Marketing, Communications and Events Manager to the Council on SP16 with an initial two-year contract and three-month probationary period.

- ii) To note her automatic enrolment into the Local Government Pension Scheme

Proposed: Cllr Latham

Seconded: Cllr Wood

All in favour.



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ii) Staff Training – Update

The Executive Officer noted that she had successfully completed the first year of the Community Governance course and that the Committees Officer had submitted work for all five of the Certificate in Local Council Administration course (CILCA). The Council congratulated both members of staff for their hard work.

It was noted that the grounds team, along with the Estates Manager, had all successfully completed the Lighting, Signing and Guarding course on 25.11.24 which would assist in any parish council roadside works needed in the parish.

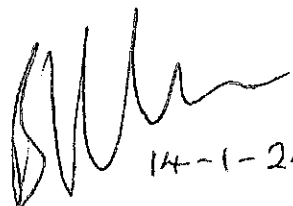
iii) Confidential Staffing Matter

The Chairman provided an update on the ongoing matter.

It was noted that the Finance, Policy and Resources Committee would be undertaking a policy review in January 2025 to ensure any necessary updates were progressed.

Confidential Minutes and Resolutions held separately as Part 2 to these minutes.

There being no other business the meeting ended at 8:50pm.



14-1-25

Bishop's Waltham Parish Council
Actions Arising from the meeting of the 10.12.24

Minute Number	Subject	Action	Date for completion	Action by	Notes
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 iii) Work on Maintenance & Improvement with Beechcroft iv) Undertake tree survey	i) Oct 23 iii) Dec 23 (set schedule) iv) Dec 23 (H&G)	i) EO iii) EO iv) H&G Clerk	Tree works undertaken April 2024 & September 2024
PC135/23, PC247/23, PC286/23, PC321/23, PC210/24, PC233/24	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.
PC271/23	Mobile Connectivity	To write standard response	Apr-24	RL / RS	
PC27/24	Website	To progress plans	Jul-24	AO/CEC WG	Inc Cllr Stallard
PC28/24, PC57/24	Men's Shed	iii) To pursue HR site as temporary option	iii) July 24	EO WG (JM, MP, AW, M Homer, C Barfoot)	WG met 1) 17.5.24 with KE 2) 22.5.24 3) 1.7.24
PC36/24, PC65/24	Staffing Matters 1	ii) OH assessments	ii) June 24	ii) EO	One complete, one pending - refer to SSC
PC39/24, PC214/24	Access Gateway at Priory Park	i) To liaise with Catholic Church ii) To consider signage	Aug-24	EO	Agenda item 14.1.25
PC71/24	New employment policies	To consider at FP&R	Sep-24	FP&R	Refer to FP&R
PC83/24	HCC Future Services	To provide report on impact for BW	Sep-24	WG = RL, RS, Jwi	
PC110/24	Christmas Tree	To progress project plan	Complete	CEC (WG - JS, TC, RS, EJ, CB)	
PC126/24	Letter to WCC	To write letter in support of Cllr Miller City Plan point	Oct-24	P&H / EO	
PC168/24	Land at Morley Drive	i) Value land	i) Dec 24	EO	In progress
PC169/24	Confidential Matter	To action resolutions	Complete	EO/ FM/ SSC / FP&R/ PC	
PC181/24	Insurance	To action renewal	Complete	FM	
PC182/24	Reinvestment	To reinvest funds	Complete	FM	
PC183/24	Grant Awards	To pay grants	Complete	EO/ FM	
PC195/24, PC214/24	Southern Footpath	i) To support pathway works to completion ii) To liaise with key stakeholders	Mar-25	EO (H&G)	Met with landowners 9.12.24
PC197/24	Waste Bins	To purchase bins	Dec-24	CO (H&G)	
PC216/24	Precept	To refer to WCC	Complete	EO/FM	
PC220/24	CCTV in town centre	To write letter to WCC	Complete	EO	
PC225/24	Cllr Surgery Points	To refer to P&H (Crown roundabout signage and junctions of B2177)	Feb-25	EO	Refer to P&H 28.1.25
PC230/24	SSE Grant	To refer decision to H&G	Complete	EO/CO	Refer to H&G 17.12.24
PC231/24	Architect for PPC	To confirm appointment	Complete	CO/PM	
PC232/24	Overflow CP at PP	To check price with selected contractor and	Complete	CO/PM	
PC233/24	Cricket Club	To write letter to BWCC	Complete	EO	

Detailed Balance Sheet - Excluding Stock Movement

Month 8 Date 09/01/2025

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
100	Debtors	(6,566)
105	VAT Control Account	5,417
219	A&L 3m Fixed Term Deposit A/c	432,315
221	Unity Current 20496238	15,145
222	Unity Savings 20496241	204,046
223	Unity Savings 20496254	207,316
Total Current Assets		857,673
<u>Current Liabilities</u>		
500	Creditors	13,797
565	Holding Deposits	2,523
Total Current Liabilities		16,320
Net Current Assets		841,353
Total Assets less Current Liabilities		841,353

Represented by :-

300	Current Year Fund	153,488
310	General Reserves	346,790
315	Montague Rd Play - S106/CIL	43
325	Play Area Equip Maint - CYF	4,744
330	Replace Tractor - CYF	33,500
336	EV Chargers	11,000
340	Replace Topper / Mower - CYF	23,500
341	Replace IT Equipment	2,078
350	Bldings Replace / Refurb - CYF	85,000
355	Tennis Court Maintenance - CYF	11,100
360	Replace Bus Shelters - CYF	10,000
370	CCTV Hoe Rd - CYF	3,152
373	South F'path -CIL/WCIL/S106	(25,208)
374	Replace Skate Park - CIL/WCIL	15,676
375	Floor Polisher - CYF	334
376	Solar Panels JH - CIL/WCIL	37,601
377	Extend Parking PP - CIL	42,378
378	Albany Road Play - S106/OSF	966
379	Building Maintenance - CYF	18,500
380	Name Sign JH - CYF	5,000
390	Stackable Chairs JH - CYF	926
393	WCC CIL Receipts 2021-22	5,011
394	WCC CIL Receipts 2022-23	3,062
395	WCC CIL Receipts 2023-24	42,889
396	SDNP CIL Receipts 2021-22	481
397	SDNP CIL Receipts 2022-23	2,471
398	SDNP CIL Receipts 2023-24	2,321
400	SDNP CIL Receipts 2024-25	4,552

Total Equity

841,353

Income & Expenditure Report
2024-2025

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% of £2000)
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Finance, Policy and Resources Committee

Total Income	£2,377	£5,015	£4,321	£348	£5,693	£4,068	£1,145	£5,207	£3,756	£1,250	£5,772	£3,240	£43,186	£20,798	£22,388	108%	Bank Interest
Total Expenditure	£35,136	£32,866	£26,852	£34,980	£23,077	£29,219	£32,846	£59,879	£33,683	£41,156	£25,819	£39,067	£434,330	£425,222	£9,608	2%	
Total Net Revenue Expenditure	£32,759	£27,851	£22,531	£34,632	£27,384	£25,151	£31,701	£55,672	£30,133	£39,906	£30,107	£35,817	£391,644	£404,424	£12,780	3%	
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0		
Total Capital Expenditure	£0	£344	£0	£0	£0	£0	£0	£0	£0	£0	£0	£500	£1,514	£1,500	£14	1%	Unbudgeted
Total Net Capital Expenditure	£0	£344	£0	£0	£0	£0	£0	£0	£0	£0	£0	£500	£1,514	£1,500	£14	1%	
Total Net Committee Expenditure	£32,759	£28,195	£22,531	£34,632	£27,384	£25,151	£31,701	£56,342	£30,133	£39,906	£30,107	£36,317	£393,158	£405,924	£12,766	3%	

Halls and Grounds Committee

Total Income	£17,164	£3,156	£7,959	£9,281	£5,627	£9,921	£12,044	£8,737	£11,900	£7,989	£5,831	£3,341	£103,950	£89,788	£14,162	16%	Hire increases & WCC Open Space Fund
Total Expenditure	£8,286	£18,844	£7,940	£20,812	£10,359	£9,661	£16,345	£10,787	£13,701	£12,436	£14,116	£21,205	£161,532	£183,091	£21,560	12%	
Total Net Revenue Expenditure	£8,878	£12,688	£19	£11,531	£4,772	£740	£4,301	£2,050	£1,801	£4,447	£8,285	£15,864	£57,582	£93,303	£35,722	38%	
Total Capital Income	£0	£0	£0	£0	£19,504	£40,133	£0	£250	£0	£74,110	£0	£49,000	£182,997	£58,797	£124,200	211%	Additional funding unbudgeted
Total Capital Expenditure	£43,541	£4,560	£74,967	£42,423	£43,102	£8,033	£11,956	£332	£61,816	£39,570	£40,875	£0	£427,235	£242,448	£184,787	76%	Additional expenditure from funding unbudgeted
Total Net Capital Expenditure	£43,541	£4,560	£74,967	£42,423	£23,598	£32,040	£11,956	£102	£61,816	£21,460	£40,875	£49,000	£244,238	£183,651	£60,587	33%	As above
Total Net Committee Expenditure	£34,663	£17,248	£71,948	£53,954	£28,370	£31,300	£16,237	£2,182	£63,617	£25,907	£49,160	£33,137	£301,820	£276,954	£24,866	9%	As above

Community & Environment Committee

Total Income	£1,000	£0	£0	£2,426	£0	£0	£100	£0	£0	£0	£0	£0	£1,100	£100	£1,000	1000%	Grant awarded unbudgeted
Total Expenditure	£5,504	£5,504	£910	£2,426	£21	£472	£1,134	£3,479	£315	£60	£718	£2,580	£17,385	£23,395	£6,030	26%	
Total Net Revenue Expenditure	£656	£5,504	£910	£2,426	£21	£472	£1,034	£3,479	£315	£60	£718	£2,580	£16,285	£22,395	£7,030	30%	
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£0	£141	£0	£0	£0	£141	£0	£141	Unbudgeted	
Total Capital Expenditure	£0	£0	£0	£0	£236	£54	£0	£236	£141	£0	£0	£0	£210	£900	£900	0%	
Total Net Capital Expenditure	£0	£0	£0	£0	£236	£54	£0	£236	£141	£0	£0	£0	£210	£359	£500	28%	
Total Net Committee Expenditure	£656	£5,504	£910	£2,426	£21	£526	£1,034	£3,715	£174	£60	£719	£2,860	£16,524	£23,795	£7,171	30%	

Planning & Highways Committee

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	£0	£435	£150	£0	£0	£2,870	£2,300	£570	25%	Replace kissing gate
Total Net Revenue Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£435	£150	£0	£0	£2,870	£2,300	£570	25%	
Total Capital Income	£600	£0	£0	£0	£0	£5,000	£0	£500	£0	£0	£0	£0	£6,100	£500	£5,600	1120%	Grant awarded
Total Capital Expenditure	£0	£484	£0	£0	£463	£420	£2,866	£825	£825	£0	£0	£1,000	£6,058	£2,000	£4,058	203%	Grant expenditure/self closing gates
Total Net Capital Expenditure	£600	£484	£0	£0	£463	£4,580	£2,866	£325	£825	£0	£0	£1,000	£42	£1,500	£1,542	103%	As above
Total Net Committee Expenditure	£600	£484	£0	£0	£463	£3,345	£2,866	£325	£825	£0	£0	£1,000	£7,328	£3,800	£3,542	26%	As above

Joint Managed Services

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	£9,000	£0	£0	£0	£0	£9,000	£12,000	£3,000	25%	
Total Net Revenue Expenditure	£0	£0	£0	£0	£0	£0	£0	£9,000	£0	£0	£0	£0	£9,000	£12,000	£3,000	25%	
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	£9,000	£0	£0	£0	£0	£9,000	£12,000	£3,000	25%	

Funding

Total Income	£296,411	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£296,411	£0	£296,411	0%	
Total Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	Unbudgeted	
Total Net Revenue Expenditure	£296,411	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	0%	
Total Capital Income	£661	£30,022	£0	£0	£0	£0	£4,552	£0	£0	£0	£0	£0	£35,235	£30,353	£4,882	16%	CIL Receipts
Total Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	Unbudgeted	
Total Net Capital Expenditure	£661	£30,022	£0	£0	£0	£0	£4,552	£0	£0	£0	£0	£0	£35,235	£30,353	£4,882	16%	As above

Total Net Committee Expenditure	-£297,072	-£30,022	£0	£0	£0	-£296,411	-£4,552	£0	£0	£0	£0	£0	-£628,057	-£625,175	-£2,882	0%
Total Net Committee Expenditures																
Total Income	£318,212	£38,192	£12,278	£9,627	£30,845	£354,533	£17,838	£15,191	£16,291	£83,349	£11,603	£57,581	£965,541	£793,158	£172,383	22%, As above
Total Expenditure	£86,997	£59,599	£110,385	£101,627	£87,060	£48,973	£55,154	£83,452	£11,035	£149,372	£91,589	£54,562	£1,059,785	£892,456	£167,329	19%, As above
Total Net Revenue Expenditure	-£231,214	£21,406	£98,087	£92,000	£56,216	-£305,560	£47,316	£68,261	£94,744	£68,023	£79,986	£5,981	£94,245	£99,298	-£5,053	5%
EMR Movements	£43,145	-£25,462	£74,437	£42,423	£23,598	-£34,115	£7,282	£0	£60,426	£16,456	£40,875	-£135,000	£113,065	£99,298	£0	
Total Income/Expenditure	-£274,359	£46,868	£23,650	£49,577	£32,618	-£271,445	£40,034	£68,261	£94,318	£49,563	£39,111	£142,981	-£18,924	£0	£0	
Current Year Fund	£231,214	£209,808	£111,721	£19,721	-£36,495	£269,065	£221,749	£153,488	£59,744	-£7,279	-£87,265	-£94,245				CY+TNE
General Reserves	£258,628	£235,165	£307,602	£350,025	£373,623	£339,508	£346,790	£346,790	£407,216	£423,676	£464,551	£328,551				GR+EMR
General Reserves Position Months	489,842	442,973	419,323	369,746	337,128	608,573	568,539	500,278	465,960	418,397	377,287	234,308				GR+CYF
	10	9	8	7	7	12	12	10	9	8	8	5				
Total Reserves (Bank)	919,079	897,673	799,585	707,585	651,370	956,929	909,614	841,353	748,405	680,586	600,807	553,620				MM+TNE



Bishop's Waltham Parish Council

14th January 2025

Agenda Item 10 – Standing Committee Membership - Update

Cllr Nicholson has submitted official notice of his resignation from the Planning and Highways Committee, with immediate effect, due to possible conflicts of interest in the future.

The Standing Committee membership is formally agreed at the May meeting each year.

In the interim, following Standing Order 4dv, a substitute can be appointed to the Planning and Highways Committee for the meetings until May 2025.

Proposal:

To note the resignation of Cllr Nicholson from the Planning and Highways Committee and the need for a substitute member, or new appointment, for the Committee until May 2025.



Bishop's Waltham Parish Council

Standing Committees for 2024/25

Finance, Policy and Resources Committee

Mike Homer
Kevin Jones (Chairman)
Judy Marsh
Barry Nicholson
Micky Pavey (Vice Chairman)
Rowan Stallard
Jonathan Williams (7)

Halls and Grounds Committee

Ritchie Latham
Judy Marsh
Micky Pavey
Jo Sherwood
Rowan Stallard (Vice Chairman)
Andy Webb (Chairman)
Patricia Wilson (7)

Community and Environment Committee

Tracy Conduct
Ed Jelf (Chairman)
Ritchie Latham (Vice Chairman)
Judy Marsh
Barry Nicholson
Andy Webb
Josie Wood (7)

Planning and Highways Committee

Tracy Conduct (Vice Chairman)
Mike Homer
Ed Jelf
Kevin Jones (Chairman)

SPACE

Jo Sherwood
Josie Wood (6)

West Hoe Cemetery Management Committee

Tracy Conduct
Judy Marsh (Chairman)
Jonathan Williams (3)

Executive Officer
Agreed in PC Meeting of 10.9.24



Bishop's Waltham Parish Council

14th January 2025

Agenda Item 11 - Planning Applications - To ratify the recommendations from the Planning and Highways Committee

24/02228/LIS

Closing Date: 13 November 2024

1) Replace the rear elevation windows; 2) Replace the ground-floor front elevation sash windows; 3) Relocate the boiler flue; 4) Reconfiguration of internal layout; 5) Adding additional exterior wall lights; 6) 2x new extractor fan openings (amended proposal)

2 The Stables, Northbrook House, Free Street, Bishops Waltham, Hampshire SO32 1NP

Neutral. No objection. Unanimous.

24/02316/HOU

Closing Date: 20 November 2024

Relocate the existing wood-burning stove with installation of new flue; to construct faux chimney breasts in the sitting room and upstairs bedroom to conceal the flue

2 The Stables, Northbrook House, Free Street, Bishops Waltham, Hampshire SO32 1NP

Neutral. No objection. Unanimous.

24/02317/LIS

Closing Date: 20 November 2024

Relocate the existing wood-burning stove with installation of new flue; to construct faux chimney breasts in the sitting room and upstairs bedroom to conceal the flue

2 The Stables, Northbrook House, Free Street, Bishops Waltham, Hampshire SO32 1NP

Neutral. No objection. Unanimous.

SDNP/24/04475/HOUS

Closing Date: 25 November 2024

Extension and refurbishment work, including a two-storey rear extension, two and single storey side extension and ground floor bay window to front elevation. Removal of two storey front projection. Retained external walls refaced in brickwork and flint. Alterations to fenestration. A separate concurrent application has been submitted by the same applicant for identical works at 2 Stakes Farm Cottages.

1 Stakes Farm Cottages, Cross Lane, Bishops Waltham, Hampshire, SO32 1FL

Neutral. No objection. Unanimous.

SDNP/24/04476/HOUS

Closing Date: 25 November 2024

Extension and refurbishment work, including a two-storey rear extension, two and single storey side extension and ground floor bay window to front elevation. Removal of two storey front projection. Retained external walls refaced in brickwork and flint. Alterations to fenestration. A separate concurrent application has been submitted by the same applicant for identical works at 1 Stakes Farm Cottages.

2 Stakes Farm Cottages, Cross Lane, Bishops Waltham, Hampshire, SO32 1FL

Neutral. No objection. Unanimous.

24/02354/HOU

Closing Date: 5 December 2024

Demolish existing flat roof & garage, replace with new garage with first floor bedroom over. Demolish rear conservatory, replace with new flat roof extension to kitchen/family space.

4 Ashton Close Bishops Waltham Southampton Hampshire SO32 1FP

Neutral. No objection. Unanimous.

24/01779/FUL

Closing Date: 12 December 2024

A (S73) Vary Condition 11 (drawings) of 23/00447/FUL: - minor floor plan reduction and reconfiguration, amendments to external design/fenestration, increase built distance from listed wall (north) (amended plans and proposal)

The Old Forge, Brook Street, Bishops Waltham

Neutral. No objection. Unanimous.

24/01956/FUL

Closing Date: 13 December 2024

A (S19) Vary Condition 2 (drawings) of 23/00448/LIS: - minor floor plan reduction and reconfiguration, amendments to external design/fenestration, increase built distance from listed wall (north) (amended plans and proposal)

The Old Forge, Brook Street, Bishops Waltham

Neutral. No objection. Unanimous.

Resolved: To make comments on relevant Planning Portals as recorded above

Proposed: Cllr Conduct

Seconded: Cllr Wood

All in favour

SDNP/24/04452/FUL

Closing Date: 2 December 2024

A single house for tourism/holiday let. This application is to replace previously granted proposal SDNP/21/03396/FUL. The redesign now incorporates a ground floor suite, with full disabled access and wet room. Potential for a lift has been designed in also, with the aim of making the whole house accessible. The house will be powered mainly by the granted solar panels, SDNP/24/00333/FUL.

Ivy Cottage, Vernon Hill, Bishops Waltham, Hampshire, SO32 1FH

Objection.

Concerns were raised over the scale of this application, the nature of the tourist accommodation it would provide and the impact on the traffic in the area.

Resolved: To object to Planning Application SDNP/24/04452/FUL

Proposed: Cllr Conduct

Seconded: Cllr Wood

5 in favour, 1 abstention

(Full objection as reported in following page)

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

Executive Officer 9.1.25

Consultee Comments for Planning Application SDNP/24/04452/FUL

Application Summary

Application Number: SDNP/24/04452/FUL

Address: Ivy Cottage Vernon Hill Bishops Waltham Hampshire SO32 1FH

Proposal: A single house for tourism/holiday let. This application is to replace previously granted proposal SDNP/21/03395/FUL. The redesign now incorporates a ground floor suite, with full disabled access and wet room. Potential for a lift has been designed in also, with the aim of making the whole house accessible. The house will be powered mainly by the granted solar panels, SDNP/24/00333/FUL.

Case Officer: Tania Novachic

Consultee Details

Name: Executive Officer

Address: The Jubilee Hall, Little Shore Lane,, Bishop's Waltham, Southampton SO32 1ED

Email: Not Available

On Behalf Of: Parish Council Consultee

Comments

The Parish Council OBJECTS to this planning application.

1. We encourage suitable tourist accommodation and consider the ORIGINAL application to provide this.
2. The area is already well served by tourist accommodation in the area.
3. The amended application we consider to be an over development of the site - Policy No.RRP113.
4. The amended application due to its size would appear to encourage large groups of visitors which could be detrimental to the character of the area.
5. The site cannot be reached without use of a private car as no public transport is available in that area - SD21 - 2b.
6. The roads surrounding the application site are unmade tracks and narrow country lanes which are in a poor state and extremely busy.
7. If SDNP are minded to grant permission please consider that the dwelling must always be ancillary to the main dwelling and should only be used for eight months of the year and must

always be for tourist accommodation for perpetuity.

Objections relating to Policies:-

Policy 43 - whilst we had no objection to the original application, we feel that the amendment is not suitable for tourist accommodation.



Bishop's Waltham Parish Council

14th January 2025

Agenda Item 12 – English Devolution White Paper

The issue regarding the English Devolution White Paper is currently under discussion.

Councillors are requested to ensure they are aware of the Government Paper and keep abreast of this changing environment that will impact Bishop's Waltham Parish Council and its community.

<https://www.gov.uk/government/publications/english-devolution-white-paper-power-and-partnership-foundations-for-growth/english-devolution-white-paper>

Proposal:

To ensure Councillors are aware of the Government's English Devolution White Paper of 16th December 2024 and the potential impact of this on Bishop's Waltham.



Bishop's Waltham Parish Council

14th January 2025

Agenda Item 13 – Men's Shed – Land at Albany Road

The working group appointed have completed all actions except pursuing the option of a temporary siting of the Men's Shed at Hoe Road Recreation Ground. As the Men's Shed group have now informed the Parish Council that they will be moving to Curdridge and are no longer seeking a temporary base, this action can now be closed.

.....
Sent: 12 December 2024

Subject: BWMS Update

Following our recent decision to move our Shed to Curdridge Reading Rooms, we anticipate that we will be very busy for the next few months, refurbishing and setting up in our new location. We have therefore decided to put on hold our plans to explore the possibility of moving to the Dog Field site in Albany Road until at least July 2025.

We will be back in touch when we are in a position to re-start the process, as it is still our intention to return to Bishop's Waltham at some point in the future, whether it will be to the Dog Field or elsewhere in the town.

Best Regards
Vice Chairman and Trustee

.....
In reviewing the land considered as a possible site at Albany Road, the Planning Officers at Winchester City Council have offered to meet with the Parish Council to visit the area and discuss possible opportunities to create needed infrastructure to support the growing community, particularly in this area of the town.

Council is requested to consider if such a meeting would be useful and to appoint members to attend such and possibly further this idea.

Proposal:

To consider whether a meeting with WCC Planning Officers would be useful, or not, to review land usage and infrastructure opportunities on Parish Council land at Albany Road and, if appropriate, appoint a working group for this matter.

Executive Officer
9.1.25



Bishop's Waltham Parish Council

14th January 2025

Agenda Item 14 – Access into Priory Park from Martin Street - *for consideration*

A request was made to consider progress in actions taken in relation to potentially increasing the informal pedestrian access point into Priory Park from Martin Street.

October 2023

Parish Council requests permission to formalise the pedestrian access between Martin Street and Priory Park already informally in use, and a meeting is held between the Church and BWPC.

February 2024

The Church Representative states that the road is unadopted and therefore Bargate Homes, the Church and Highways would need to agree to the proposal.

May 2024

The Church Representative informs BWPC that access over the land will not be granted as there is a restriction over the land in favour of Bargate Homes and reiterates that the road is unadopted and owned by Bargate Homes.

May 2024

The Church Representative adds that an agreement could be made if BWPC could meet the legal fees in the creation of such on behalf of the Church and Bargate Homes.

They also ask permission for them to site a 20mph sign to be erected on BWPC grassland on the edge of the Victoria Road green space.

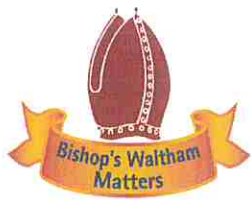
BWPC resolved at their meeting of 14.5.24 to seek more information on the gateway anticipated, and the agreement required, and to permit a 20mph sign if permissible in adherence with the covenant for the land and Highways regulations.

Proposal:

- i) **To note key points relating to the matter of potential access into Priory Park from Martin Street and the current actions proposed.**
- ii) **To make any further recommendations for action if appropriate.**

Executive Officer

9.1.25



Bishop's Waltham Parish Council

14th January 2025

Agenda Item 15 - Parish Council Communications - *for consideration*

Two papers follow:-

1. Report from the Marketing, Communications and Events Manager
2. Proposal of actions from the Marketing, Communications and Events Manager



Bishop's Waltham Parish Council

14th January 2025

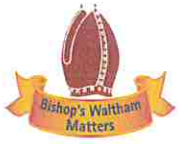
Agenda Item 16 – Chairman's Report - *for information only*

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

- Attended relevant Standing Committee meetings for Community & Environment, Finance, Policy & Resources and Planning & Highways, and Staffing Sub-Committee meetings.
- Attended the WCC Parish Liaison meeting online 9.1.25

Cllr Barry Nicholson

9.1.25



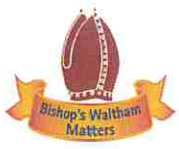
Bishop's Waltham Parish Council

14th January 2025

Agenda Item 17 - Councillors' Reports – *for information only*

None at this time.

Executive Officer 9.1.25



Bishop's Waltham Parish Council

14th January 2025

Agenda Item 18 - Executive Officer's Report – *for information only*

None at this time.

Executive Officer 9.1.25



CSO MONTHLY REPORT

MONTH/YEAR – December 2024

Report Number -12

Day duties -10 Late duties -5

Total Hours -163 + 5 A/L + 2 B/H

Anti-Social Incidents / Concerns

A known individual has been causing some issues in the high street I am monitoring their behaviour and this issue has been reported to the police and is ongoing. It has been reported that fires are being lit in the orchard area of priory park and that some damage was reported to the tree protectors that are at the base of the trees no damage reported to the trees this is ongoing. The traffic wardens who patrol Bishops Waltham have informed me the increase of abuse they are getting from members of the public I have advised them to report all incidents of abuse to the police this is ongoing. Reports of a member of the public who was parked on the zigzag lines by the BWIS wearing a scary mask this has been reported to the police and is ongoing. I was on duty at both schools at pick up time when pupils and parents were leaving and it was very busy that I witnessed a person drive their vehicle at speed and very dangerously onto the grass verge and footpath and stopped outside one of the houses by the infant school entrance causing some parents and children to move out of the way when I approached the driver he was very abusive and stated that his father was disabled and needed the toilet my reply was that he didn't have to park on and block the footpath at school time he then said we were here before the school and he didn't care this has been reported to the police and logged as dangerous driving and is ongoing. I was contacted by an elderly couple who were being harassed by a person who is demanding money from them, I have visited the couple and spoken to their daughter who is very concerned this has been reported to the police and I am making regular visits to the couple and patrolling the area this is ongoing.

Criminal Activities

None Reported

Dog Fouling Issues / Locations

None Reported

Litter Issues / Locations

There has been some flyposting around B/W all posters have been removed this is ongoing.

CSO Duties / Patrol

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, traffic wardens are on duty but not every day 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 this is ongoing. Parents parking at BWJ & BWI schools at drop off and pick up times are parking on peoples driveways double yellow lines and on the zig zags lines and causing issues with some residents in communal parking areas, this disruption is only for a short period of time and roads/car parks are then clear all reports are directed to WCC this is ongoing. Parking has become a problem at priory park on match days with parents parking everywhere even double parking and on the yellow hatched areas there is no help from BW Dynamos management in the

car park at these times this is ongoing. Reports of parking issues at hoe road when the tennis & Brownies/guides leave at the same times I have put in place some cones to stop double parking to make it safer for everyone and to make sure parents park at the bottom car park and walk back to pick up their children this is ongoing. I have been attending the Monday/ Thursday lunch clubs and at green close all having a great time and met some lovely people. Youths playing football on the pitches at priory park all have been asked to leave and reminded that the pitches are for hire only this ongoing. I have been out and about patrolling B/W every day and met and chatted to some very nice people and dealt with any issue when reported this is ongoing. I was contacted by BWJS they had found a wallet on the school grounds and was asked if I could return it as the person lived local, wallet returned all ok. I was contacted by the manager of a shop in the high street regarding the welfare of a pet cat in the flat above the coop as the owner had been taken into hospital, I advised her to contact the rspca. Had reports that the building site in malt lane was left unlocked overnight I spoke to the workman on site and they said it was an oversight by them and all is ok no damage and nothing missing. A traffic sign has been dumped into the north pond by the footbridge the pond society have been informed. I was called to the fields behind the ridgemedede estate by some concerned dog walkers who had seen a young male sitting in the hedgerow acting oddly, I located this person and we had a chat he was doing no harm but was showing some concern, we walked back to his address where I handed him over and spoke to his brother who said that he had some learning issues but was not concerned that he was out on his own and often walks around B/W I will be keeping an eye on him and this is ongoing.



Bishop's Waltham Parish Council

14th January 2025

Agenda Item 20 – Councillors' Surgeries

Friday	Saturday	Attendees	Location
	25.5.24	PW, BN	St Peter's Churchyard
28.6.24		JM	Country Market
	27.7.24 (Note PC event on 20.7.24)	KJ, MP	Outside 'Labels' on the High Street
30.8.24		TC	
	21.9.24	TBC by Committees Clerk	St Peter's Churchyard
	28.9.24	PW	High Street
25.10.24		TC, RL, AW	Country Market Moved to High Street
	30.11.24	MH, EJ, JM, MP	High Street
31.1.25		TC, JWo	Country Market
	22.2.25	MH, JS	High Street

To confirm the Councillors attending on 31.1.25 and future meetings.

Executive Officer 9.1.25