



Bishop's Waltham Parish Council
A Meeting of the Parish Council Community and Environment Committee
Tuesday 26th August 2025 at 6:00pm in the Ruby Room of the Jubilee Hall

The meeting will be open to the public unless the Committee directs otherwise.

Agenda

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

1. To receive and accept apologies for non-attendance
2. To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda
3. To receive and accept any personal, pecuniary and non-pecuniary interests relating to agenda items
4. Public Session - *for information only*
5. To approve the minutes of the Community & Environment Committee – 21st July 2025
6. Actions arising from the Community & Environment Committee meeting – 21st July 2025
7. Financial position year to date – *to note current position*
8. Grants Update – *for information*
9. Event Report for the Party in the Palace 2025 Event – *for information*
10. Parish Council Stand at St Peter's Country Fayre Planning Update – *for consideration*
11. Remembrance Events Planning Update and Risk Assessment – *for approval*
12. Clean Up Event Planning and Risk Assessment – *for approval*
13. Update from Sustainable Bishop's Waltham – *for consideration*
14. Councillors' Reports - Museum Trust Meeting – *for information*
15. Requests for future agenda items - *for information*
16. Date of next meeting – 22nd September 2025

C Wilkinson

Committees Officer/Clerk to the Committee
20th August 2025



Bishop's Waltham Parish Council
Minutes of the Meeting of the Parish Council
Community and Environment Committee
held at The Jubilee Hall on Monday 21st July 2025 at 7:00pm

Present

Cllr Conduct	
Cllr Latham	Chairman
Cllr Marsh	Vice Chairman
Cllr Wood	

Non-Committee Members

Cllr McClean (co-opted as substitute members)

In attendance:

A Axworthy	Marketing, Communication & Events Manager
S Baker	Work Experience Student
T Jolly	Work Experience Student
C Wilkinson	Committees Officer

Members of the public:

0

CE040/25

To receive and accept apologies for non-attendance

All councillors were present.

Resolved: To co-opt Councillor McClean as a substitute member of the Committee for the evening.

Proposed: Cllr Conduct

Seconded: Cllr Wood

CE041/25

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

None relating to the business of the meeting.

CE042/25

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.

CE043/25

Public Session

The Committee noted the successful Party in the Palace that had taken place on Saturday 19th July, and thanked the Councillors both past and present and staff who had contributed to a great community gathering. Special thanks were given to the Marketing, Communication and Events Manager (MCE Manager) for leading the organisation of the day. A full event report would be included in the Committee's August meeting.

CE044/25

To approve the minutes from the meeting of 23rd June 2025

Resolved: To approve the minutes of the meeting of 23rd June 2025

Proposed: Cllr Conduct

Seconded: Cllr Marsh

All in favour who were present at the meeting.

CE045/25

Actions arising from the meeting of the Community & Environment Committee – 23rd June 2025

Noted.

CE046/25

Financial position year to date – to note the current position

Noted.

CE047/25

Grants Update – for information

Noted. Expenditure relating to the town's Christmas tree was raised as a potential subject for a grant application.

- CE048/25** **Event Report for the Parish Council's Stall at KidSTreat Event BWPC Website Project Update – for information**
 The Council had enjoyed participating in this community event organised by the Town Team, and noted the strong attendance. Should the event be held again in the future, the Committee would suggest the Parish Council should have a presence.
- CE049/25** **Parish Council Stand at St Peter's Fayre – for consideration**
 A request would be sent to councillors to collate availability and create a rota for the event.
Action: MCE Manager
Resolved: To use the Splat the Rat activity being stored by the Parish Council alongside publicising the Priory Park Clubhouse project (and promoting the public consultation if the details are known at that point), alongside using the remaining play park activity sheets.
Proposed: Cllr Latham
Seconded: Cllr Conduct
All in favour.
- CE050/25** **Marketing, Communications and Events Manager's Report – for information**
 Noted. The Committee were encouraged by the increase in the number of people now following the Council's social media pages. Councillor Wood, who was one of the councillors conducting the next Councillors' Surgery suggested that feedback be gathered regarding how residents learn about news and events from the Parish Council.
Action: Councillor Wood/MCE Manager
- CE051/25** **Update from Sustainable Bishop's Waltham and Greening Celebration Event Planning – for consideration**
 The positive reception to the Bike Bus from the school community and growing numbers of participants was noted.
 The Committee expressed disappointment at the remarks made by police officers who had attended an incident that occurred after the bike bus journey had been completed regarding the regulations relating to cargo bikes. Feedback would be passed to the PCSO.
Action: Committees Officer/Chairman
 The MCE Manager would support the publication of the Greenings Celebration event.
Resolved: To approve the outlined plan tabled by Sustainable Bishop's Waltham for the Greening Celebration Event planned to take place on Saturday 11th October, and to permit the group to proceed with the necessary operational arrangements.
Proposed: Cllr Latham
Seconded: Cllr Marsh
All in favour
- CE052/25** **Updated Community Emergency Plan for Approval – for consideration**
 Recent mobile reception issues further reinforced the need to consider the methods of communication included in the plan. The tabled updated version included updates to Councillor and role information. A further review was still to be completed to check the validity of the remainder of the plan contents.
Resolved: To approve the updated draft of the Community Emergency Plan and for the core document to be uploaded to the website with the updated appendices to be distributed to councillors.
Action: Committees Officer
Proposed: Cllr Latham
Seconded: Cllr Conduct
All in favour
- CE053/25** **Spaces of Sanctuary – for consideration**
 Spaces of Sanctuary was recognised as a laudable initiative, and its ethos of non-judgemental support aligned with the way the Council would seek to deal with individuals in need of assistance. However, the Committee did not see the Jubilee Hall as having the necessary private space. The town's library was noted to have registered with the scheme.
Resolved: Not to opt into the Spaces of Sanctuary initiative but to create a brief document to guide staff in signposting relevant services in cases where individuals approach the Council office in need of assistance.

Proposed: Cllr McClean
Seconded: Cllr Marsh
All in favour

Action: Committees Officer

CE054/25

Upcoming 80th Anniversary of VJ Day – for consideration

The Bishop's Waltham Society had updated their informative pamphlet about VJ Day, 30 copies would be printed by the Council for distribution alongside the national two-minute silence to those who would like more information about this significant anniversary. **Action: Committees Officer**

Resolved: To propose to Full Council that they support the observation of the 2-minute national silence in Bishop's Waltham town centre, in a similar manner to the annual armistice event.

Proposed: Cllr Latham

Seconded: Cllr Wood

All in favour

Action: MCE Manager

CE055/25

Request for Purchase of a Wheelchair – for consideration

Resolved: To request approval from the Finance, Policy and Resources Committee and Full Council for the unbudgeted purchase of a CareCo Aluminium Traveller wheelchair from CareCo (UK) Limited at a cost of £169.99 excluding VAT.

Proposed: Cllr Conduct

Seconded: Cllr Marsh

All in favour

CE056/25

Councillors' Report - Museum Trust Meeting – for information

Noted. The Council's representative was asked to raise whether English Heritage would consider installing toilet facilities on site.

Action: BWPC Rep to Museum Trust

CE057/25

Chairperson's Report – for information

Noted.

CE058/25

Requests for Future Agenda Items – for information only

Further Community Emergency Plan updates

CE059/25

Date of next meeting – 26th August 2025, 6pm

Noted.

The meeting closed at 8.08pm.

Bishop's Waltham Parish Council
Community and Environment Committee
Actions Arising for meeting 26.08.25

Minute Number	Subject	Action	Date for completion	Action by	Notes
CE164/23	Report from Emergency Plan Test Exercise	Review and implement suggested ammendments to the Emergency Plan as appropriate.	February	Cllr Jelf/Cllr Marsh/Clerk to the Committee	Review of plan to be conducted in Dec 24
CE049/24	Public Session - switch to digital 'land lines'	Review emergency plan for implications of the switch to digital phone lines.	August	Clerk to the Committee	Review of plan to be conducted in Dec 24
CE146/24	SBW Members and BWPC volunteers	To obtain appropriate signatures from members of SBW.	Jan-25	Clerk to the Committee	EO is looking into the appropriate form to be used.
CE200/24	Actions Arising	Pricing information about free publications would be brought to CEC as a future agenda item.	May-25	Clerk to the Committee	
CE015/25	Annual Meeting of the Parish Event Report	To approach the Men's Shed to see whether they could make a lectern or staging to improve visibility of speaker.	Aug-25	MCE Manager	
CE031/25	Event Report for the Parish Council's Stall at the Summer Fayre and Dog Show	Investigate clear acrylic to cover table top display items for use at future events.	Complete	MCE Manager	Purchase will be made following approval from the Committee Chair
CE039/25	Christmas Tree Installation Report	To hold meeting to create project outline.	Aug-25	Christmas Tree Working Group	
CE049/25	Parish Council Stand at St Peter's Fayre	To sent a request to councillors for availability info for the event rota.	Complete	MCE Manager	Very few responses received to initial email.
CE050/25	Marketing, Communications and Events Managers Report	To gather feedback about how residents obtain BWPC information and news at the next Councillors' Surgery	Complete	Cllr Wood/MCE Manager	Survey conducted, results will be included in September's CEC meeting
CE052/25	Updated Community Emergency Plan	To upload updated document to the BWPC website and distribute updated appendices to councillors	Complete	Clerk to the Committee	
CE053/25	Spaces of Sanctuary	To compile a document to help signpost relevant services for use should individuals approach the Council for assistance.	Aug-25	Clerk to the Committee	
CE054/25	Upcoming 80th Anniversary of VJ Day	To propose to Full Council that they support the observation of the 2-minute national silence in the town centre.	Complete	MCE Manager	
CE055/25	Request for Purchase of a Wheelchair	To request approval from F,P&R for the unbudgeted purchase.	Complete	Clerk to the Committee	Agenda item for meeting 05.08.25
CE056/25	Councillors' Report - Museum Trust Meeting	To raise with English Heritage whether they would consider installing toilet facilities on site.	Aug-25	BWPC Rep to the Museum Trust	

Detailed Income & Expenditure by Phased Budget Heading 19/08/2025

Month No: 4

Cost Centre Report

	310	Community & Environment	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
1082	Income - Events	416	0	(416)	416	0	0	(416)	0			0.0%	
1098	Income - Sustainable/Greening	0	0	0	80	0	0	(80)	0			0.0%	
1326	Grant - Youth Event	0	0	0	0	0	0	0	1,000			0.0%	
4041	Website Hosting & Support	0	0	0	(67)	267	267	334	(334)	267		20.1%	
4121	Grants - General (GPC)	0	0	0	(3,850)	4,250	4,250	8,100	(8,500)	4,650		45.3%	
4126	Grants - General (Section 137)	0	0	0	(1,000)	0	0	1,000	0	(1,000)		0.0%	
4171	Community Newsletter	(273)	0	(273)	(838)	1,000	1,000	1,838	(4,500)	3,662		18.6%	
4175	Leaflets - Guides	0	0	0	(351)	0	0	351	(650)	299		54.0%	
4200	Costs - Annual Parish Meeting	0	0	0	(268)	300	300	568	(1,200)	932		22.3%	
4201	Costs - Party in the Park	(269)	2,000	1,731	(2,537)	2,500	2,500	5,037	(3,000)	463		84.6%	
4205	Costs - B W Clean Up Events	0	0	0	0	50	50	50	(100)	100		0.0%	
4206	Costs - Volunteer Social Event	0	0	0	0	0	0	0	(250)	250		0.0%	
4207	Costs - National Events	0	0	0	(1,271)	500	500	1,771	(500)	(771)		254.2%	
4209	Costs - Miscellaneous Events	(40)	0	(40)	(190)	100	100	290	(750)	560		25.3%	
4230	Costs - Environmental Initiatives	0	100	100	(10)	200	200	210	(400)	390		2.5%	
4232	Costs - Skate Jam Event	0	0	0	0	0	0	0	(1,200)	1,200		0.0%	
4322	Mtce - Notice Boards	0	0	0	(80)	0	0	80	(100)	20		80.0%	
4323	Mtce - Telephone Box	0	0	0	0	0	0	0	(100)	100		0.0%	
4448	Parish Council Website	0	0	0	(350)	3,000	3,000	3,350	(3,000)	2,650		11.7%	350
399	Capital - Community & Environm												
4350	Minor Assets	(604)	0	(604)	(604)	0	0	604	(500)	(104)		120.8%	

Continued over page

Detailed Income & Expenditure by Phased Budget Heading 19/08/2025

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
Grand Totals:- Income	416	0	(416)	496	0	(496)	1,000			49.6%	
Expenditure	1,186	2,100	914	11,416	12,167	751	25,084	0	13,668	45.5%	
Net Income over Expenditure	(771)	(2,100)	(1,329)	(10,921)	(12,167)	(1,246)	(24,084)				
plus Transfer from EMR	0	0	0	350	0	(350)	0				
Movement to/(from) Gen Reserve	(771)	(2,100)	(1,329)	(10,571)	(12,167)	(1,596)	(24,084)				



Community and Environment Committee – 26th August 2025

Agenda Item 8 - Grants Update - *for information*

Grant applications submitted by the Community and Environment Committee. No updates from last month.

Grant Scheme	Purpose – Committee	Status
District Small Grants Fund	Skate Jam – CEC (Sept 2024)	Granted - £1,000 (received)

Proposal: To note the above.

Committees Officer

20.08.25



Bishop's Waltham Parish Council

Community and Environment Committee – 26th August 2025

9. Party in the Palace Event Report – *for information*

Saturday 19th July 12.30pm - 5.00pm - Bishop's Waltham Palace Ruins

Bishop's Waltham Parish Council organised this free community event which took place in the Palace ruins with the kind permission of English Heritage. Attendance was in the region of 400-500 across the afternoon.

Attendees brought their picnic blankets, tables and chairs to the venue, with many bringing their own food and others purchasing refreshments from the vendors. Despite showers during set up the weather was very warm and became sunny in the afternoon.



Entertainment:

- Amba Tremain and the Floor Fillerz
- Robbie the Wizard – Balloon modelling and Magic Show

Food and drink vendors:

- BW Country Market
- The Crown
- Monty's Bar
- Mi Bello Lugar Cider
- Pig in a bun
- Marucci's Ice cream van



Councillors in attendance: Cllr Conduct (accompanied the Mayor), Cllr Latham, Cllr Homer, Cllr Jones, Cllr Marsh, Cllr Webb

Event Feedback:

- The set up all went smoothly no issues with electrics or equipment
- All suppliers arrived on time and said they very much enjoyed the event and would like to attend next year
- Very positive feedback was received about the whole event and the main entertainment, the band
- Robbie the Wizard had long queues for the balloon making and good attendance for his show
- All stall holders and entertainers were professional and helped to ensure the smooth running of the day
- The support of the event by Councillors and staff helped the day to run smoothly. The staff were very grateful for the large amount of assistance given by councillors to help share the workload including providing excellent support during set up and take down

Bishop's Waltham Parish Council

- Grounds Team support – This support was invaluable with 1 of the BWPC vehicles used during the day to transport equipment to and from the event venue
- First aid support was required, 2 people attended from St John's Ambulance. A few scrapes and grazes but no major accidents reported. The Museum was available to use as a treatment room if required
- Electrical set-up was undertaken quickly, all went smoothly with no issues, the volunteer assistance to support the electrical set up during the event itself was much appreciated
- The staging and speakers that were hired again, helped to maximise enjoyment of the musical entertainment and provided a good coverage throughout the venue
- 3 toilets and a disabled toilet were hired with no problems apart from a break of the lock on the disabled toilet door towards the end of the event
- The Town Team very kindly lent us extra Gazebos in particular for the Quiet Area and also the shelter for the band and technicians in case of rain
- The event budget was appropriate
- Praise and compliments from the Mayor who also wrote a thank you letter
- A total of £310.73 of pitch contributions and donations were passed to English Heritage

Feedback at the event from the public:

- One attendee felt the music was too loud - BWPC explained that it was advertised as a 'Party in the Palace'
- The quiet area wasn't quiet enough and needed more play equipment. We had bouncy hoppers, colouring books and pens, limbo dancing, giant jenga and connect four.

What could be improved:

- We would benefit from having another food vendor next time, something a bit different as well as burgers.
- It would be worth cordoning off more of the ruins next year to stop children from climbing the walls. We also had to barrier off parts as some children were climbing up from the bridge side of the palace and jumping through the open window gaps.
- To request PCSO presence for next event.

Marketing for the event:

- | | |
|---------------------------------------|---------------------|
| • Noticeboards around town | • Facebook |
| • Bishop's Waltham matters newsletter | • Parish News |
| • Website | • High Street shops |
| • Instagram | • Meon Valley Times |

Proposal: To note the above and contribute any additional feedback for consideration when planning future events.

Marketing, Communications and Events Manager, 22.07.25



Community and Environment Committee – 26th August 2025

10. Parish Council Stand at St Peter's Country Fayre Planning Update – *for consideration*

St Peter's Church Fayre will be held on Saturday 20th September, from 11am until 4pm. The Parish Council will have a stall at this event.

Following the discussion that took place in the Committee's July meeting the stall will comprise of the following:

- The Splat the Rat activity
- The remaining BWPC Play Area activity sheets (compiled for the KidSTreat event) will be used)
- Promotion of the public consultation regarding the Priory Park Clubhouse project to encourage viewing of the plans and participation in the accompanying survey

Councillors will also be available to provide the opportunity for residents to discuss any issues, in the style of a Councillor's Surgery.

Councillor availability information has been requested, 5 councillors have replied to say that they are available (Councillor Conduct, Councillor Marsh, Councillor Webb, Councillor William and Councillor Wood).

Proposal: To note the above and agree any other relevant actions to be carried out.

Marketing, Communications and Events Manager 14.08.25



Bishop's Waltham Parish Council

Community and Environment Committee – 26th August 2025

11. Remembrance Events Planning Update and Risk Assessment

– for approval

The scheduled Remembrance events for 2025 are:

Date and Time	Event	Location
Wednesday 5 th November	Dedication of the Garden of Remembrance	War Memorial, St Peter's
Sunday 9 th November 10.30am-11.00am 11.00am-11.45pm 11.45am-12.00pm	Parade – BWPC Service – St Peter's Church Parade - BWPC	Town Centre St Peter's Church & War Memorial Town Centre
Tuesday 11 th November 11am	Two minutes silence and air raid siren	High Street

Progress update:

- The risk assessment for the remembrance parade has been updated and is included overleaf for review and approval by the Committee
- The road closure application has been applied for on 31.07.25
- An email has been sent to all Councillors asking for event availability with some confirming
- An email has been sent to Scouts asking if they can provide the parade music

Actions to be carried out:

- Email to be sent to Bugler confirming our booking (September)
- Contact the bus company to be informed of the temporary road closure and notified of location of temporary bus stop
- Road marshalls to be sought
- Wreaths to be ordered
- Siren to be tested due to not working correctly last year and to alert residents when testing
- Advance warning road closure signs (yellow signs for motorists) to be ordered and will be put up 2 weeks in advance
- WCC road closure notice to be placed along the High Street 2 weeks prior to the event
- Lower Basingwell Street residents to be given notice of parade gathering on Sunday 9th November
- Confirm who will be sounding the siren for the two-minutes silence on Monday 11th November, Cllr Jones has said that he is happy to do this and is available

Proposal: To approve the risk assessment for the Remembrance Sunday Parade and make any further recommendations.

Marketing, Communications and Events Manager 05.08.25

Risk Assessment

Risk Index

	H	3	4	5
	M	2	3	4
	L	1	2	3
Impact	L	M	H	
Likelihood				

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

Risk Assessment by Anna Axworthy (Marketing, Comms & Events Manager (MCEM))

<i>What could go wrong?</i>	<i>Likelihood</i>	<i>Impact</i>	<i>Index</i>	<i>Mitigating Action</i>	<i>Responsibility</i>
Severe weather conditions – storm, snow, ice, gales.	M	L	2	Decision by Parish Council Chairman or Executive Officer to cancel the parade. Otherwise, give warning of risks to participants	Chairman / Executive Officer / MCEM
Spectator trip on audio cable	M	M	3	All cables at ground level to be tucked back against shop fronts. Cables crossing alleyways to be covered with cable ramps or highly visible tape, or to be at a height clear of pedestrians	MCEM / Scouts
Individuals hit by a vehicle	L	H	3	High Street to be closed to traffic (road closure applied for from WCC)	MCEM / Marshals
Injury or severe illness of participant or spectator	L	M	2	BWPC event team to carry a first aid kit. BWPC coordinator to carry mobile phone for 999 call	MCEM
Irresponsible behaviour or abuse from member of public	L	L	1	ACSO to calm the situation Inform local police of parade	ACSO
Event subjected to terrorist attack	L	H	3	Exceptionally low likelihood, but resources on scene to give immediate assistance (Police, Fire Service, Community First Responders)	Individuals and organisations at scene
Claims against Parish Council for injuries sustained or losses incurred	L	H	3	Public liability insurance for PC	Finance Manager



Community and Environment Committee – 26th August 2025

12. Clean Up Event Planning and Risk Assessment

- for approval

Please find overleaf the risk assessment for the Clean Up event that has been organised to take place on Saturday 11th October.

Support from the Community Support Officer, the grounds team and first aid cover will all be requested.

This event will coincide with Sustainable Bishop's Waltham's Greenings 'Celebration Event' that will take place in the Jubilee Hall on the same day.

Proposal: To consider whether to accept the risk assessment document for the Clean Up event to be held on Saturday 11th October and to make any other relevant recommendations.

Committees Officer
19.08.25

Clean Up Event – Saturday 11th October 2025

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

Risk Assessment by Cathy Wilkinson

	H	3	4	5	
	M	2	3	4	
	L	1	2	3	
Impact		L	M	H	
					Likelihood

<i>What could go wrong?</i>	<i>Likelihood</i>	<i>Impact</i>	<i>Index</i>	<i>Mitigating Action</i>	<i>Responsibility</i>
Individuals hit by a vehicle	M	H	4	All to wear hi-visibility jackets Each team to be aware	CME / CEC Chair / Group Leaders
Injury caused by sharp or heavy objects, prickly plants, or during usage of tools	M	M	3	Gloves to be worn Litter Pickers to be issued Heavy objects left for staff to pick up First Aid available from Jubilee Hall Keep Britain Tidy risk assessment referred to	CME / CEC Chair / Group Leaders
Contamination from dead animals or dangerous substances (asbestos, chemicals)	L	L	3	Do not handle Call for PC Grounds team to help	CME / CEC Chair / Group Leaders
Lack of communication for safety issues	M	M	3	Central manned telephone at Jubilee Hall Group leader to give phone number Each group to have a mobile phone	CME / CEC Chair / Group Leaders
Young children acting irresponsibly or causing danger	M	M	3	All young people to be accompanied by parent/guardian	Group Leader
Hostility or abuse from public	M	L	2	Parish Councillors to advise	CSO / CME / CEC Chair
Injury from items thrown from passing traffic	L	M	2	First Aid available at Jubilee Hall PC staff in attendance	First Aid / MCE / CEC Chair
Injury from slips and trips	M	M	3	Volunteers briefed to avoid hazardous areas i.e. roads, steep or slippery paths or banks, near deep water. First aid kit.	MCE / CEC Chair
Claims against Parish Council for injuries sustained or losses incurred	L	H	3	Public liability insurance for PC	MCE / CEC Chair

Community and Environment Committee – 26th August 2025

13. Update from Sustainable Bishop's Waltham – *for consideration*

The main focus of Sustainable Bishop's Waltham is currently the Greenings Campaign Showcase Event taking place on October 11th at Jubilee Hall (the same day as BWPC's Clean Up event), as well as a stall at St Peter's Fayre in September.

The Green Campaign Showcase will include music, food, activities and stalls, some of the highlights currently being promoted are as follows:

- An Up-Cycling Competition is currently open and entries will be judged during the Green Campaign Showcase event (see poster to the right)
- Big BW Book swap
- IT equipment recycling by Jamies Computers



SUSTAINABLE BISHOP'S WALTHAM

Rethinking Rubbish!
Up-Cycling Competition 2025

Have you made.....
a Rug out of Rags?
Or a turbine out of
bicycle parts?

Do you have a
bicycle helmet that
thinks it's a hanging
basket?

Or CDs begging
to be made into
a beautiful art
mosaic?

Free to Enter

The Challenge:
It's time to harness your creativity and imagination, dig out a pile of unwanted pieces of equipment or materials, and make something new with it!
There is now so much plastic and other materials cluttering our planet that we can no longer recycle our way out of this mess. We need to find crafty ways to repurpose what is hard to recycle and difficult to dispose of.

The Opportunity:..... **Open to all, including children**

Contribute your inspiring ideas to either repurpose obsolete equipment into something useful, or a piece of art using materials that will stand the test of time.

The Prize:
Sponsored by Jamie's Computers, one lucky winner will receive a Laptop. (Other prizes to be announced).

The Criteria:
We have a feeling that the standards will be high and judging will be tricky! So here's a few pointers to help us make the final decision:

- ☐ How much waste has been diverted from landfill or incineration?
- ☐ What can you do with the newly repurposed object?
- ☐ How easy would it be for others to use this idea as a blueprint or template?
- ☐ If it's a piece of art, how universally pleasing is it for everyone?
- ☐ If it's too big to bring to Jubilee Hall, you can submit a portfolio.

Entry forms from Parish Council or www.greeningbishopsaltham.uk deadline 4th October 2025

Proposal: To note the above.

Committees Officer
20.08.25



Community and Environment Committee – 26th August 2025

14. Councillor's Report – Museum Trust Meeting – *for information*

A meeting of the Museum Trust was held on Tuesday 22nd July. Minutes of the meeting are included overleaf.

Key Points

The Parish Council are asking for an update on the new bin.

There are still bees in the chimney that are dying and attracting wasps. Sykes, the company from English Heritage, are clearing the roof and the chimney will be capped.

Instructions on how to use the new card machine have been prepared and are stored in the museum for volunteers.

The Visitors survey has been done and results will be distributed.

The lighting for the reception needs to be done.

The Museum will always be open when there is an event as it advertises its work and collection.

On July 29th there is a visit to Southwick House and the Map room.

On August 8th there is a Social Evening for volunteers at the Museum from 7-9pm.

Local marketing for the Craft and Heritage Day on Sept 13th needs to be organised.

Next Meeting: September 16th

Councillor Wood 24.07.25

Bishop's Waltham Museum

Trustee meeting 22nd July 25

Present – [REDACTED], Josie Woods (PC)

Apologies – [REDACTED]

Approval of the last minutes given – 24/06/25

- 1) Matters arising – Bees. Hopefully cleared and chimney pots under repair. Evidence that some bees may still be in situ and that will need further monitoring.
- 2) Payee machine. [REDACTED] is keeping an eye on this over the next few weeks – mast problems all over BW so changing to vodaphone.
- 3) Visitors survey now completed and requested to be circulated to all Trustees prior to the next Trustee meeting.
- 4) Lighting in reception – still in discussion with EH. [REDACTED] the electrician with Anchorage is confirming the wiring needed.
- 5) No further information re accreditation received.
- 6) The Padbury clock in reception has been returned and looks very smart. [REDACTED] will pay awaited invoice from Alton Clock Repairs.

Financial Report – circulated. No comments for the Treasurer.

Collections manager – A review of stewards available for August duties will be started, and [REDACTED] offered to email all museum lists to check on availability over August.

Several visits are arranged for the next few weeks including [REDACTED] giving tour to Hampshire Field Club with [REDACTED] who wrote the guide book, and [REDACTED]'s tour with MVARA and these are covered. [REDACTED] to give [REDACTED] her tour transcripts

Sykes has done some guttering repairs and general roof maintenance check on the farmhouse.

[REDACTED] is preparing a cabinet of railway models for 2026 – Railway exhibition will stay on

Numbers are slightly down this year so far, although over 100 visitors during the Party in the Palace afternoon.

Volunteer report – Social evening organised for 8th August, 7-9pm at the museum. [REDACTED] will circulate information again to all volunteers.

Craft day – 13th September 10 -4 pm. Stall holders will have to supply their own public liability insurance.

Refreshments for stall holders need to be organised also with marketing for the event (free entry). It is too late for the Swanmore Parish News, but it should go in BW parish news and other outlets.

AOB – AGM dates discussed [REDACTED] has booked the 2026 AGM date for Monday 27th April at the St Peters Church Hall]. There was some discussion on a speaker for the event. [REDACTED] from Southampton Archaeology suggested, and [REDACTED] on bees. [REDACTED] also offered a talk on Licoricia in Winchester. [REDACTED] prefers Monday 27th October so booking the hall].

[REDACTED] is researching the family behind the Sampler for the Summer Social

NEXT MTG –Tuesday 16th September – Museum 5pm