



Bishop's Waltham Parish Council
A Meeting of the Parish Council Community and Environment Committee
Monday 22nd September 2025 at 7:00pm in the Ruby Room of the Jubilee Hall

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

Agenda

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

1. To receive and accept apologies for non-attendance
2. To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda
3. To receive and accept any personal, pecuniary and non-pecuniary interests relating to agenda items
4. Public Session - *for information only*
5. To approve the minutes of the Community & Environment Committee – 26th August 2025
6. Actions arising from the Community & Environment Committee meeting – 26th August 2025
7. Financial position year to date – *to note current position*
8. Parish Council Budget Setting 2026-2027 – *for consideration*
9. Grants Update – *for information*
10. Christmas Tree Working Group Update – *for consideration*
11. Remembrance Events Planning Update – *for information*
12. Marketing, Communications and Event Manager's Report – *for information*
13. Updated Community Emergency Plan – *for consideration*
14. Update from Sustainable Bishop's Waltham & Greenings Celebration Event Planning – *for consideration*
15. HCC Parish Pollinator Pledge – *for consideration*
16. Councillors' Reports i) Museum Trust Meeting – *for information*
 ii) Town Team Meeting – *for information*
17. Requests for future agenda items - *for information*
18. Date of next meeting – 27th October 2025

C Wilkinson
Committees Officer/Clerk to the Committee
17th September 2025



**Bishop's Waltham Parish Council
Minutes of the Meeting of the Parish Council
Community and Environment Committee
held at The Jubilee Hall on Tuesday 26th August 2025 at 6:00pm**

Present	Cllr Conduct Cllr Latham Cllr Miller Cllr Marsh Cllr Wood	Chairman Substitute Committee Member (Co-opted) Vice Chairman
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In attendance:	A Axworthy C Wilkinson	Marketing, Communication and Events Manager Committees Officer
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Members of the public: 0

- CE060/25 To receive and accept apologies for non-attendance.**
All councillors were present
Resolved: To co-opt Councillor Miller as a substitute member of the Committee for the evening.
Proposed: Cllr Conduct
Seconded: Cllr Marsh
All in favour.
- CE061/25 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.**
None relating to the business of the meeting.
- CE062/25 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.
- CE063/25 Public Session**
No members of the public were present.
- CE064/25 To approve the minutes from the meeting of 21st July 2025**
Resolved: To approve the minutes of the meeting of 21st July 2025
Proposed: Cllr Wood
Seconded: Cllr Conduct
All in favour.
- CE065/25 Actions arising from the meeting of the Community & Environment Committee – 21st July 2025**
The survey regarding communication methods had been carried out at the recent Councillors' Surgery. The results had shown that older residents valued methods other than electronic forms. The Marketing, Communications and Events Manager (MCE Manager) would be distributing the results of the survey to Committee members and would consider how best to share news for instance, potentially via members of the Community Partnership. **Action: MCE Manager**
- Observation of the national two-minute silence on the 80th anniversary of VJ D had been facilitated by the Parish Council and participation by the High Street premises had been very good. It was suggested that on future occasion playing some kind of sound to signal the commencement of the silence might help co-ordination along the length of the street.
- The cost of staging blocks would be research for consideration during the Council's budgeting process. **Action: Clerk**
- CE066/25 Financial position year to date – to note the current position**
Noted.

Resolved: To note the financial position of the year to date.

Proposed: Cllr Latham

Seconded: Cllr Wood

All in favour.

CE067/25

Grants Update – for information

Noted. Winchester City Council's District Small Grants Scheme was open for applications.

CE068/25

Event Report for the Party in the Palace 2025 Event – for information

The feedback from the event was discussed and would be taken into consideration when planning future similar events.

CE069/25

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

In addition to the planned activities tabled, the Parish Council's stall would publicise the public consultation for the Priory Park Clubhouse project and the ACSO's role would be another focus to highlight to residents the functions he performs for the town. Would be using the activity sheets etc.

The banded gazebo had arrived, but the quality of the printing was very disappointing, the office would contact the supplier to see how this could be resolved.

Action: MCE Manager/Clerk

CE070/25

Remembrance Events Planning Update and Risk Assessment – for approval

The progress made with the planning of this event was noted. Notice had been received that the road closure application for the Remembrance Sunday Parade had been approved.

The testing of the air raid siren was in hand and would be publicised to avoid causing concern.

Resolved: To approve the tabled risk assessment to the Remembrance Parade to be held on Sunday 9th November 2025.

Proposed: Cllr Latham

Seconded: Cllr Wood

All in favour

CE071/25

Clean Up Event Planning and Risk Assessment – for approval

Councillor Conduct would give the participant briefing and help run event whilst the Committee Chair was involved with the Greening Campaign Showcase in the Jubilee Hall.

The event would be publicised as widely as possible given that attendance had been slightly lower at the spring event.

Resolved: To approve the tabled risk assessment for the Clean Up event to be held on Saturday 11th October 2025.

Proposed: Cllr Latham

Seconded: Cllr Conduct

All in favour

CE072/25

Update from Sustainable Bishop's Waltham – for consideration

The tabled update focusing on the progression of plans for the Greening Celebration Event was noted.

CE073/25

Councillors' Report - Museum Trust Meeting – for information

Noted. The Museum Trust were keen for progress to be made with the bin being provided by Winchester City Council.

CE074/25

Requests for Future Agenda Items – for information only

Emergency plan review

Grant applications (October)

CE075/25

Date of next meeting – 22nd September 2025

Noted.

The meeting closed at 6.32pm.

Bishop's Waltham Parish Council
Community and Environment Committee
Actions Arising for meeting 22.09.25

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.	Complete	Cllr Jelf/Cllr Marsh/Clerk to the Committee	See agenda item 13
CE049/24	Public Session - switch to digital 'land lines'	Review emergency plan for implications of the switch to digital phone lines.	Complete	Clerk to the Committee	See agenda item 13
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	
CE039/25	Christmas Tree Installation Report	To hold meeting to create project outline.	Aug-25	Christmas Tree Working Group	See agenda item 10.
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	
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	
CE065/25	Actions Arising	To distribute results of survey regarding methods of distributing BWPC news and consider how to leverage word of mouth.	Sep-25	MCE Manager	
CE065/25	Actions Arising	Research costs of staging blocks	Sep-25	Clerk to the Committee	Research in progress
CE069/25	Parish Council Stand at St Peter's Fayre	Office to contact gazebo supplier to seek resolution for poor logo print quality.	Sep-25	MCE Manager/Clerk to the Committee	In progress, incomplete

12:00

Bishop's Waltham Parish Council

Detailed Income & Expenditure by Phased Budget Heading 31/05/2025

Month No: 5

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>310 Community & Environment</u>											
1082 Income - Events	0	0	0	416	0	(416)	0			0.0%	
1098 Income - Sustainable/Greening	0	0	0	80	0	(80)	0			0.0%	
1326 Grant - Youth Event	0	0	0	0	0	0	1,000			0.0%	
Community & Environment :- Income											
4041 Website Hosting & Support	0	0	0	67	267	200	334		267	20.1%	0
4121 Grants - General (GPC)	0	0	0	3,850	4,250	400	8,500		4,650	45.3%	
4126 Grants - General (Section 137)	0	0	0	1,000	0	(1,000)	0		(1,000)	0.0%	
4171 Community Newsletter	0	0	0	838	1,000	162	4,500		3,662	18.6%	
4175 Leaflets - Guides	0	0	0	351	0	(351)	650		299	54.0%	
4200 Costs - Annual Parish Meeting	0	0	0	268	300	32	1,200		932	22.3%	
4201 Costs - Party in the Park	994	500	(494)	3,531	3,000	(531)	3,000		(531)	117.7%	
4205 Costs - B W Clean Up Events	0	0	0	0	50	50	100		100	0.0%	
4206 Costs - Volunteer Social Event	0	0	0	0	0	0	250		250	0.0%	
4207 Costs - National Events	0	0	0	1,271	500	(771)	500		(771)	254.2%	
4209 Costs - Miscellaneous Events	0	0	0	190	100	(90)	750		560	25.3%	
4230 Costs - Environmental Initiatives	0	0	0	10	200	190	400		390	2.5%	
4232 Costs - Skate Jam Event	0	0	0	0	0	0	1,200		1,200	0.0%	
4322 Mice - Notice Boards	0	0	0	80	0	(80)	100		20	80.0%	
4323 Mice - Telephone Box	0	0	0	0	0	0	100		100	0.0%	
4448 Parish Council Website	0	0	0	350	3,000	2,650	3,000		2,650	11.7%	350
Community & Environment :- Indirect Expenditure											
	994	500	(494)	11,806	12,667	861	24,584	0	12,778	48.0%	350
Net Income over Expenditure											
	(994)	(500)	494	(11,311)	(12,667)	(1,356)	(23,584)				
6000 plus Transfer from EMR	0	0	0	350	0	(350)	0				
Movement to/(from) Gen Reserve	(994)	(500)	494	(10,961)	(12,667)	(1,706)	(23,584)				

Continued over page

12:00

Detailed Income & Expenditure by Phased Budget Heading 31/05/2025

Month No: 5

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>399 Capital - Community & Environm</u>											
4350 Minor Assets	0	0	0	604	0	(604)	500		(104)	120.8%	
Capital - Community & Environm :- Indirect Expenditure	0	0	0	604	0	(604)	500	0	(104)	120.8%	0
Net Expenditure	0	0	0	(604)	0	604	(500)				
Grand Totals:- Income	0	0	0	496	0	(496)	1,000			49.5%	
Expenditure	994	500	(494)	12,411	12,667	256	25,084	0	12,673	49.5%	
Net Income over Expenditure	(994)	(500)	494	(11,915)	(12,667)	(752)	(24,084)				
plus Transfer from EMR	0	0	0	350	0	(350)	0				
Movement to/(from) Gen Reserve	(994)	(500)	494	(11,565)	(12,667)	(1,102)	(24,084)				



Community and Environment Committee – 22nd September 2025

8. Parish Council Budget Setting 2026-2027 - *for consideration*

The timeline for the Parish Council's budgeting process is planned to be as follows:

September 2025	Committees (including Staffing Sub-Committee) to set up working group and arrange meetings
October 2025	Draft proposals to Committees for consideration
November 2025	Committee proposals to F,P&R
December 2025	F,P&R final recommendations to Full PC if ready
January 2025	Consideration by Full PC for budget and precept agreement

Budgets will be considered on a 3-year basis, with no allowance for inflation in years 2 & 3.

NB: Capital budgets to reflect the Council's Forward Plan if appropriate.

Proposals: To advise the Committee of the timeline for budget setting and to arrange a date for the first meeting of the working group.

Committees Officer

17.09.25



Community and Environment Committee – 22nd September 2025

9. 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

17.09.25



Community & Environment Committee – Monday 22nd September

10. Christmas Tree Working Group Update – *for consideration*

The working group (Cllr Conduct, Cllr Latham and the Marketing, Communications and Events Manager (MCEM)) are scheduled to meet on Wednesday 24th September at 10.30am to discuss the following aspects of the planning for this year's town centre Christmas tree:

- To determine preferred location and to request permission as necessary
- Tree sponsorship
- Logistics of the tree and getting it in place
- Lights for the tree
- Supplier of the tree
- Costs involved and budget
- Project timeline

Proposal: To note the above and agree any relevant actions.

Marketing, Communications and Events Manager 16.09.25



Bishop's Waltham Parish Council

Community and Environment Committee – Monday 22nd September

11. Remembrance Events Planning Update – *for information*

The scheduled Remembrance events for 2025 are:

Date and Time	Event	Location
Wednesday 5 th November 2.55pm	Dedication of the Garden of Remembrance	War Memorial, St Peter's Churchyard
Sunday 9 th November 10.30am-11.00am 11.00am-11.30pm	Parade – BWPC Service – St Peter's Church	Town Centre St Peter's Church & War Memorial
11.30am-12.00pm	Parade - BWPC	Town Centre
Tuesday 11 th November 11am	Two minutes silence and air raid siren	High Street

Progress update:

- The road closure application has been accepted
- All Councillors have now given their availability for this event
- An email has been sent to the person assisting with the parade music asking if he can provide the parade music
- A confirmation email has been sent to the Bugler confirming his availability
- MCEM has spoken to the Grounds Team about the fixing of the siren and all is in hand, they plan to investigate that issue in the week commencing 22nd September
- Two trained volunteers have agreed to marshal for this event along with other members of staff and ACSO
- MCEM has started to advertise these events on social media, Meon Valley Times, Parish News and noticeboards

Actions to be carried out:

- Contact the bus company to be informed of the temporary road closure and notified of location of temporary bus stop
- Invite WCC/HCC/district councillors and confirm attendance
- Wreaths to be ordered
- 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 note the above for information.

Marketing, Communications and Events Manager 16.09.25

Community and Environment Committee – Monday 22nd September

Marketing, Communications and Events Manager's Report

– for information

Website

The website build stage is almost complete. The website developer is currently transferring all documentation and is nearing completion. Once complete the MCEM will be able to make any amendments before going live.

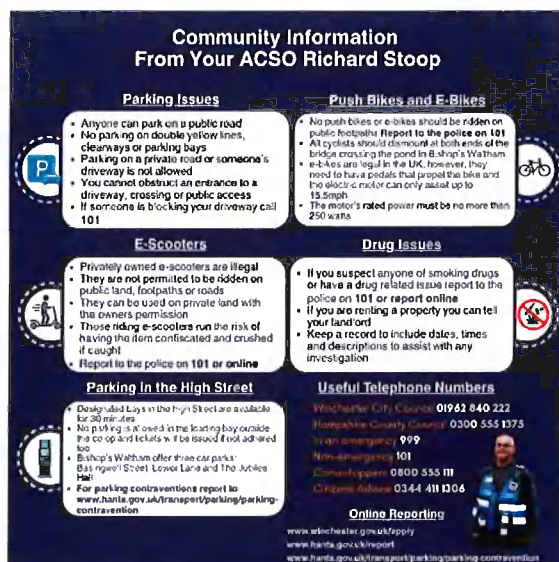
Social Media Stats for August

Below is an indication of which posts have had the most views and engagement for the last few months.

August 2025	Number of views	Number of interactions
Basingwell Street Toilets refurbishment	2,355	0
Houchin Street & Bank Street works	2,468	7
FA Pitch Awards	1,350	47

ACSO Weekly Report

The MCEM and ACSO have been working collaboratively to put together a weekly ACSO report. This is to update the community on any issues which have taken place as well as educating residents on how they can report issues such as anti-social behavior, parking issues, e-scooters, push bikes and e-bikes and use of offensive weapons. The emphasis is to get people to report issues themselves, and online reporting details are available on this report. The report will be available on social media at the beginning of each week.



Community Information From Your ACSO Richard Stoop

Parking Issues

- Anyone can park on a public road
- No parking on double yellow lines, clearways or parking bays
- Parking on a private road or someone's driveway is not allowed
- You cannot obstruct an entrance to a driveway, crossing or public access
- If someone is blocking your driveway call 101

E-Scooters

- Privately owned e-scooters are illegal
- They are not permitted to be ridden on public land, footpaths or roads
- They can be used on private land with the owners permission
- Those riding e-scooters run the risk of having the item confiscated and crushed if caught
- Report to the police on 101 or online

Parking in the High Street

- Designated bays in the High Street are available for 30 minutes only
- No parking is allowed in the loading bay outside the co-op and tickets will be issued
- Parking services at NCC have been conducted in request traffic wardens due to people parking illegally in the High Street
- For parking contraventions report to www.hants.gov.uk/transport/parking/parking-contravention

Push Bikes and E-Bikes

- No push bikes or e-bikes should be ridden on public footpaths
- Report to the police on 101
- All cyclists should dismount at both ends of the bridge crossing the pond in Bishop's Waltham
- e-bikes are legal in the UK, however, they need to have pedals that propel the bike and the electric motor can only assist up to 15.5mph
- The motor's rated power must be no more than 250 watts

Drug Issues

- If you suspect anyone of smoking drugs or have a drug related issue report to the police on 101 or report online
- If you are renting a property you can tell your landlord
- Keep a record to include dates, times and descriptions to assist with any investigation

Useful Telephone Numbers

Winchester City Council 01962 840 222
Hampshire County Council 0300 555 1375
Non-emergency 999
Non-emergency 101
Domestic violence 0800 555 111
Cybercrime 0344 411 1306

Online Reporting

www.winchester.gov.uk/report
www.hants.gov.uk/report
www.hants.gov.uk/transport/parking/parking-contravention



Weekly community information from your ACSO Richard Stoop

Useful Tel numbers
Non-Emergency 101
In an Emergency 999
Week commencing 08.09.25

Parking Issues Outside Sign Shop

- People still continue to park dangerously outside the Sign Shop on Winchester Road and The Avenue Junction
- To avoid further accidents stop and think - DO NOT park on double yellow lines, drop curbs, outside the bus stop or in the loading bay
- To report anyone parking illegally make sure you have the make, model, vehicle registration, time and a photo
- Report to the police on 101 or online
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- The motor's rated power must be no more than 250 watts

Use of Offensive Weapons

- The police have apprehended a group of youths who were caught using cutknives
- They were seen around Bishop's Waltham and the surrounding areas
- The police made the arrests on Dunderidge Lane and they have now been charged
- If you see anyone using an offensive weapon call 999 immediately

WE CAN REPORT AN ISSUE BUT SO CAN YOU! THE MORE REPORTS THE BETTER CHANCE OF A SUCCESSFUL OUTCOME - LET'S ALL WORK TOGETHER

Bishop's Waltham Parish Council

Other Marketing Material

SPECIFIC POWERS AND RESPONSIBILITIES OF AN ACSO

Depending on the local authority and location, ACSOs may have powers such as:

- Requiring glasses and addresses of individuals committing criminal offences
- Confiscating alcohol from minors or tobacco products from those under 16
- Issuing fixed penalty notices
- Confiscating tools
- Stopping cyclists on suspicion of riding on a footpath

CONNECTING YOU TO THOSE WHO CAN HELP

ONLINE REPORTING

ACS0 CONTACT DETAILS

RICHARD STOOP

Richard Stoop your Accredited Community Safety Officer (ACSO)

PART OF YOUR NEIGHBOURHOOD POLICING TEAM

WHAT IS AN ACCREDITED COMMUNITY SAFETY OFFICER (ACSO)?

An Accredited Community Safety Officer (ACSO) plays a vital role in enhancing community safety by addressing issues like antisocial behaviour and nuisance, and by connecting residents, local authorities, and other agencies to identify and resolve issues affecting the quality of life in their areas.

KEY ROLES AND RESPONSIBILITIES

Community Engagement - ACSOs are actively involved in engaging with residents, listening to their concerns, and providing relevant information.

Problem Solving - They work to address everyday issues that affect the daily quality of life, such as youth nuisance, noise complaints, and other forms of antisocial behaviour.

Information Gathering and Reporting - ACSOs gather information about community issues, including incidents they witness directly or receive from residents, and report this information to relevant authorities, such as the police or local council, for further action.

Mediation and Conflict Resolution - They may engage in mediation to help resolve conflicts between residents and various external disputes.

Referrals - ACSOs can refer individuals to relevant support services, such as mental health services, drug and alcohol treatment, or housing assistance, when appropriate.

Intervention (Breathalysers) - In some cases, ACSOs may have the authority to conduct breathalysers on individuals who are suspected of being under the influence of alcohol or drugs.

ACSOS ARE COMMUNITY-FOCUSED

Your Accredited Community Safety Officer can:

- Improve Community Safety** - by addressing antisocial behaviour and other issues that negatively impact the quality of life in your area.
- Enhance Community Well-being** - by providing a positive and safe environment where residents feel comfortable and supported.
- Strengthen Community Connections** - by building strong relationships and a sense of shared responsibility between residents and local authorities.

ACSOs Work Involvement

- Engage with the community
- Provide advice and information to residents
- Participate in community events
- Work with other agencies, such as housing providers, to address issues related to tenancy and antisocial behaviour

Our ACSO will also be available at St Peter's Country Fayre. I have put together this leaflet explaining what an ACSO does and his responsibilities within the community. The leaflet also has important contact details for reporting.

The Speedwatch team are looking for more volunteers to help keep our community's roads safer. The leaflet outlines what Community Speedwatch is, what the volunteers do and how to apply. These will also be handed out at the Country Fayre to improve awareness and hopefully attract some new volunteers.

JOIN US IN MAKING OUR ROADS SAFER

APPLY NOW

FOLLOW US ON FACEBOOK

WEBSITE

COMMUNITY SPEEDWATCH

JOIN OUR TEAM

Local residents improving safety on the roads. You can make a difference to your community. For more information about joining our team, contact Community Speedwatch on 01924 451111 or visit our website: www.bishopswalthamcommunityspeedwatch.co.uk

Community Speedwatch is a voluntary scheme that aims to improve road safety and reduce the number of accidents on our roads. It is a free service and all the costs are covered by the local authority. For more information, contact your local authority or visit our website.

BECOME A VOLUNTEER

JOIN YOUR COMMUNITY SPEEDWATCH TEAM

BISHOP'S WALTHAM COMMUNITY SPEEDWATCH

WHAT IS COMMUNITY SPEEDWATCH?

Community Speedwatch is a voluntary scheme that aims to improve road safety and reduce the number of accidents on our roads. It is a free service and all the costs are covered by the local authority. For more information, contact your local authority or visit our website.

WHAT DO SPEEDWATCH VOLUNTEERS DO?

Monitor Speeds - They use speedwatch equipment to record vehicle speeds on local roads.

Collect data - They record the details of vehicles found to be exceeding the speed limit.

Report to the police - The data is passed to the police or a designated speed watch team.

Issue warnings - The scheme aims to educate drivers about the dangers of speeding and encourages them to slow down.

WHAT SPEEDWATCH VOLUNTEERS DON'T DO

Enforce laws - They do not have the authority to issue fines or stop vehicles.

Arrest drivers - They do not have the authority to arrest drivers.

Work at night - Speedwatch activities are limited to daylight hours, between 05:00 and 18:00.

WHAT HAPPENS WITH THE DATA?

Warning letters - The police use the data to send warning letters to the registered keepers of speeding vehicles, advising them of the risks of the behaviour.

Further action - If a particular driver is found to be a repeat offender, the speedwatch team may take further action, such as issuing a notice to the driver or the vehicle.

Inform authorities - If the data shows a general pattern of speeding, it can be used to inform highway improvements, such as speed bumps, or other measures to improve road safety.

St Peter's Country Fayre

This event will take place on Saturday 20th September. Bishop's Waltham Parish Council will have a stand. An event report will be included in the October CEC meeting.

October Clean up event

Organisation of this event (that will take place on Saturday 11th October) is proceeding. The event has been advertised on social media, noticeboards, Parish News and the Meon Valley Times website.

Proposal: To note the above for information.

Marketing, Communications and Events Manager, 16.09.25



Community and Environment Committee – 22nd September 2025

13. Updated Community Emergency Plan – *for consideration*

On Tuesday 16th September, Councillor Latham met with the Committees Officer to review the Community Emergency plan. The updated draft of the plan will be distributed as a separate document with proposed updates included in [blue](#).

Proposal: To approve the tabled updated version of the Community Emergency Plan.

Committees Officer
17.09.25



Community and Environment Committee – 22nd September 2025

14. Update from Sustainable Bishop's Waltham and Greening Celebration Event Planning – *for consideration*

A meeting of Sustainable Bishop's Waltham took place on Monday 8th September, the minutes of this meeting are included overleaf. The main focus of the meeting was to provide an update on the planning of the Greenings Celebration Event that will take place on Saturday 11th October.

Proposal: To receive the minutes from the recent meeting of Sustainable Bishop's Waltham and to note the progression of the organisation of the Greenings Celebration event.

Committees Officer
17.09.25

Sustainable Bishop's Waltham

Sustainable Bishop's Waltham

8 September 2025 / 7:00 PM / RUBY ROOM (minutes done by [REDACTED] with about 30 minutes of help from AI)

ATTENDEES

[REDACTED]

AGENDA

Showcase event planning

Confirmed stallholders:

BW Garden Club

HIWWT/SWWFL

Winnac – My Home Made Better

Final Straw Foundation

North Pond Group

Swifts & House Martins

Jamie's Computers

Soberton Strummers

Roots Food Truck

Men's Shed

Greening BW stalls:

Upcycling Competition (Waste pillar)

Space 4 Nature? (S4N)

Seed planting? ([REDACTED])

Thermal camera (Warmer Homes)

Book Give Away (All)

Children's Fancy Dress Giveaway ()

Cakes & Coffees (to run but ALL to bring cakes)

Awaiting response/to confirm (ACTION):

Damson Hill Cottage ()

Winchester Food Partnership ()

Hampshire Conservation Volunteers ()

Wildlife Gardening Champion Scheme ()

Really Wild Birdfood Co. ()

Swan Samba ()

Sustrans/ ()

Town Team Give & Take ()

BWPC Priory Park consult ()

Confirmed SBW attendees on the day:

ACTION - (All not at meeting): Let know if you can make 11th Oct

ACTION -(All): photos of what we have done in the past year for Showcase

Promotion of the event was discussed, and if a banner can be produced then we would find somewhere to hang it. No funds for a printed banner.

ACTION - (): Look into creating a banner

ACTION - (): Ask to print out some posters

Catering was discussed and giving out cakes for attendees is the agreed plan. Everyone who can to donate a cake on the day.

ACTION(All): If you can, bring a cake for refreshments on the day.

St Peters Country Fayre (20th Sep)

The need for some form of donations at our stall was discussed and ideas were suggested. It was decided to have on the stall:

- Showcase Event and Upcycling competition promotion
- Thermal Camera demo & sign-up
- Borrow Bags
- Local apples for donations
- *NEW* after the meeting we were given Spider plants to sell

ACTION - to ensure table, gazebo, Greening cards, Thermal Camera, Spider plants etc. brought to event.

ACTION - Waste team to bring borrow bags

ACTION - Alan to try and procure a supply of local apples

ACTION - ALL to confirm attendance on the day and what time slot

Parish Council news

Not much news from the PC, [REDACTED] mentioned the Glyphosate spraying by HCC highways. Need to investigate and push for better solutions but it was noted that they were at least doing very targeted spraying.

ACTION - [REDACTED] to contact [REDACTED] and Eco-Champions about Winchester Greener Schools Forum

Finances

Finances were briefly discussed, only to reiterate that the group currently has no funds, and that grant funding generally needed to be for one-off projects, not day-to-day expenditure, and can't have already been spent. Stobart Sustainability Fund was mentioned as a possible source of future grant funding, as was the BW Movie Night at BWJS for general funds.

- ACTION - All please keep any receipts/invoices if you are spending out-of-pocket and send to [REDACTED] for monitoring.
- ACTION Each pillar to think of ways to raise funds, and to bring any spending requests to the whole SBW group for visibility before agreeing to them.
- ACTION - All to consider projects (£1k~£5k) that a grant could cover.

Pillar Updates

Cycle of the Seed:

- Gardening Club will be at the Showcase with pumpkins.
- [REDACTED] will be bringing worms.
- BWJS Gardening club are back next week and CotS will be there.
- The herb bed at JH needs weeding and the sign will cost £25.

Health pillar:

- [REDACTED] will follow up with [REDACTED] on Showcase event and beyond
- Hopefully get the Bike Bus FRIDE-day status - still the issue of Corhampton Road. [REDACTED] to write to HCC.
- Looking into a project to maybe purchase a cargo bike for the Bike Bus in future.

Waste pillar:

- No update

Space For Nature

- [REDACTED] will be taking on the Tangier Lane wildflower garden from BWiB, as well as potentially other sites (roundabouts). Need to check ownership of the land and what the agreement is with BWiB about management.
- Bat walk next week.
- Seed walk n' talk is in planning.

Warmer Homes pillar:

- Need to prepare to launch the winter season. Sign-ups start at Country Fayre.

AOB

It was agreed that after the Greening Celebration the 'Greening Campaign' in BW would be over, and Sustainable Bishop's Waltham would continue to do their work, collaborating and sharing info with the Greening Campaign organisation where appropriate, as with any other partner organisation.

[REDACTED] both have water testing kits for the Great UK WaterBlitz which takes place 19-22 Sep - it would be good to have some wider involvement either with another group (North Pond already do their own testing) or with interested SBW members/public.

ACTION - [REDACTED] coordinate testing locations and see who is interested.

NEXT MEETING: 29/9/25 Ruby Room



Community and Environment Committee – 22nd September 2025

15. HCC Parish Pollinator Pledge – *for consideration*

Please see the information below received on 4th September.

Proposal: To consider request received in relation to Hampshire County Council's Pollinator Project.

Committees Officer 19.09.25

Subject: Invitation to the Parish Pollinator Pledge and to our event on Sat 11th October.

Hello,

My name is [REDACTED] and I'm the Pollinator Project Officer at Hampshire County Council. I'm running an initiative called the Parish Pollinator Pledge, which I'd like to invite you to join. We're holding an event at the Twyford Parish Hall where members from across the County are getting together to share updates. If you or a representative can't make it to our meeting it would be great to meet you at another opportunity and find out more about what you are doing for pollinators and wider wildlife. I've included loads of details below, if you'd like an informal chat please get in touch.

The Parish Pollinator Pledge

This is an invitation to join our Hampshire-wide initiative the "Parish Pollinator Pledge". What is a pollinator pledge? At Hampshire Countryside Service, we've made a Pollinator Pledge to manage our 3,500+ hectares of land for the maximum benefit of pollinators. Now we are supporting local councils and community groups to make their own pollinator pledges. You can find out all the details on our webpages: www.hants.gov.uk/pollinatorpledge

In a nutshell we offer support, guidance, training, and networking opportunities available. There is no set structure or procedure, you can engage with us as little or as much as you need on your journey to helping pollinators. Twenty-five local councils and thirty community groups from parishes across Hampshire have already made their pollinator pledge, and we'd love for you to join us! Signing up to the Parish Pollinator Pledge demonstrates your organisation's commitment to supporting nature. It also enables you to share ideas, successes and collaborate with other councils and community groups to overcome common challenges.

Invitation to our upcoming meeting

I thought you might be particularly interested to know that we have a networking event coming up on Saturday 11th October 10am-1pm at the Twyford Parish Hall.

It's an informal opportunity to meet with other councils and community groups from across the network. Whether you're a small group, new to the network, or your focus isn't solely on pollinators, you're very welcome. We're a friendly bunch, and we're here to inspire and support each other. The session is open to everyone who is keen to help pollinators in their local area whether this be through improving habitats or raising awareness in the local community. It will



be a great opportunity to find out more Parish Pollinator Pledge and ask questions. You can sign up here: <https://forms.office.com/e/XjR4WX00Vs>

It would be great to hear more about the work you've already carried out or if there's more you'd like to do to support nature locally. I've seen wildflower areas popping up around Bishops Waltham so would like to find out more about this. If you have any questions please let me know. I am available for an informal chat either in person or virtually using MS Teams.

Kind regards and I look forward to hearing from,

[Redacted]

Pollinator Project Officer

Nature Recovery Team

Countryside Service

Hampshire County Council

www.hants.gov.uk/pollinatorpledge





Community and Environment Committee – 22nd September 2025

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

This agenda item has been withdrawn. A meeting of the Museum Trust was held on Tuesday 16th September. The minutes of the meeting are not yet available and will be included in the papers for the Committees meeting in October.

Committees Officer 19.09.25



Community and Environment Committee – 22nd September 2025

16 ii. Councillor's Report – Town Team Meeting – *for information*

A meeting of the Town Team took place on Monday 8th September. The minutes of the meeting are overleaf and the representative's report from the second meeting are below.

Key Points from Town Team Meeting – 08.09.25

One agenda item - Pros and cons discussed of replacing BW Bites with another food event.

- Costs for road closure and temporary bus stop considered.
- Must be supported by the Chamber of Trade.
- Must be cost neutral.
- Combine food experiences with late night shopping.
- Mid-summer event - possibly Thursday June 18th.
- Costs raised from grants and a fee from traders outside the High Street requiring a stall
- 4pm road closed
- Timing from 5pm to 8pm

Next step- seek support from the Chamber of Trade

Cllr Wood 10.09.25

Bishop's Waltham Town Team
Monday 8 September 2025, 18.00
at Bunch of Grapes

Minutes

Apologies for absence:

2. Matters Arising:

- reported that had asked whether a rep from Rotary would be welcome on the TT committee...all were positive to this enquiry. Action to contact
- had apologised for absence but will now be unavailable on Mondays for the foreseeable future. Giorgios will thus be unavailable. Action to arrange for to host.
- had also informed that from now on WCC/HCC will charge £135 for temporary bus stop provision when closing Georges Square.

3. Food Event – principal agenda item

- asked to lead on this item as she had prepared a paper summarising the thoughts of the small working group (paper appended). The key points are as follows:
 - Need CoT support; traders need to be on board.
 - Needs to be distinct from Taste of Wickham.
 - Start small and build
 - Food event combined with late night shopping
 - Same schedule/timings as Xmas fayre (6 to 8pm), in either September or June /July.
 - All stalls must be linked to local retailers, wholesalers, producers.
 - Streetmarket feel
- There followed a discussion re finances – options suggested were, grants and awards, flat fee for stalls or share of profits.
- suggested the same layout as KidsTreat ie stall up the middle of the High Street. also felt seating areas would be critical.
- Suggested that entertainment in St Georges Square would enhance the atmosphere – music/ dancing, lantern parade for children.

- Who to include/invite? – only local businesses and their local suppliers. ■ felt it appropriate that businesses identify and invite their suppliers. ■ felt it important to clarify purpose of event for CoT and Traders.
- ■ suggested that there may be mileage in linking with other orgs and even move to the Palace Ruins. This secondary planning was felt to be unnecessary at this stage.
- Much discussion surrounding date and time – finally mid-June, Thursday 18th nearly midsummers day was agreed. ■ suggested that the event might be called 'Midsummer Munchies'.....
- Need to confirm radius to define 'local'. ■ suggested using the CPRE local food research project definition. Action ■ to dig out.
- Participants (food & Drink) should be either BW Traders, their local suppliers, Local producers, local pubs, restaurants and takeaways.
- Logistics summary – 4pm road closure, 6 – 8.30 event, 9.30 Road open.
- Music in the Square, smoothie making for children?
- Further discussion re pitch fees – Felt that CoT should be approached to cover all BW centre businesses pitch fee. Others to pay £30?

4. Financial Report – ■.

- ■ had submitted accounts to September showing balance of £4066.97 plus £655.16 currently held by BWS

5. AOB. – Date of Singing in the Square – Tuesday 23rd December 6 to 7 pm

6. Date of next meeting – 13 October 2025, BoG