

**Minutes of a Meeting of the Assets Committee  
held at Bishopstoke Methodist Church  
commencing at 7:45pm on 25 October 2022**

**Present:** Cllrs Tidridge (Chair), R Dean, Francis, Hillier-Wheal, D McKeone and Winstanley

**In Attendance:** Mr D Wheal (Clerk to Bishopstoke Parish Council)  
Mrs A Luck (Assets Officer to Bishopstoke Parish Council)  
Cllr A Dean (Bishopstoke Parish Council)

**Public Attendance:** 0 members of the public were present.

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**Public Session**

**24 Apologies for Absence**

24.1 All Committee members were present.

**25 To adopt as a true record, and sign, the Minutes of the Assets Committee meeting held on 26 July 2022**

25.1 The Minutes of the above meeting had been circulated prior to the meeting. Cllr McKeone had alerted the Clerk to an error in mistakenly identifying Cllr Francis as Lead Member of the Communications Working Group which the Clerk had corrected prior to the meeting.

25.2 Proposed Cllr R Dean, Seconded Cllr D McKeone, **RESOLVED** with Cllr Winstanley abstaining due to absence that the minutes of the Assets Committee meeting held on 26 July 2022 be adopted as a true record.

**26 Declarations of Interest and Requests for Dispensations**

26.1 There were none declared or requested.

**27 To receive updates on various items**

27.1 An update on a number of Council projects had been included with the document pack.

27.2 With regard to the Cemetery gates, Cllr Winstanley suggested contacting Fair Oak & Horton Heath Parish Council as they have recent had something similar installed. Cllr Hillier-Wheal asked if we could find out who provided the gates at the Hawthorn Café on Southampton Common as they would be ideal. Cllr Hillier-Wheal provided the Clerk with a picture of the gates to be forwarded to Committee members.

**Action: Clerk**

27.3 The layout for Stoke Common Cemetery was broadly approved, with natural burials being located at the far end of the Cemetery. Cllr Francis asked whether there would be a buffer either side of the public footpath and the Clerk indicated there would be one, perhaps 1m in size.

27.4 Regarding the water supply at Underwood Road allotments it was broadly agreed that even if the Council returned to a ban on hosepipes it would still make sense to try to improve the water supply to the site. The Clerk was asked to investigate the cost of replacing the current pipe with one of greater diameter, the cost of adding a second pipe at the top of the site, and the cost of installing a water pump which could potentially be solar powered.

**Action: Clerk**

27.5 The Clerk indicated he had not yet had a response from the Working Men's Club regarding the relocation of the War Memorial. If no response is received by the end of October the Diocese will be contacted to say that we have attempted to get in touch with the Club as requested but with no answer.

27.6 Not everyone had received the report on problems at Bow Lake Gardens and so the Clerk was requested to forward that to all Committee members along with any information supplied by the Borough Council. It is now considered unlikely that the Y-Zone will be available as a potential office so the transfer at Sewall Drive is the best hope for a temporary solution.

27.7 Cllr Francis noted that he had received positive comments about all the work we have done at Blackberry Drive.

27.8 The Memorial Hall was discussed and the Committee agreed that the Borough Council tender documents should include the document produced by the Glebe Meadow Working Group. It was also felt strongly that Bishopstoke should be included in the decision over the new architect. Committee members expressed concern over whether the Borough Council would hold to its financial commitment to the Hall in light of recent news. One possible option would be for the Parish Council to employ a project manager and take control of the project, with the Borough merely providing funding. Cllr Francis suggested the Parish Council needs to produce an indicative design for the Hall. Cllr D McKeone stated that there is a need to provide more information to local residents to highlight that the Parish Council is not delaying things.

**28 To consider funding the replacement of the two bins and benches within Blackberry Drive play area**

28.1 The Clerk noted that enough funding would be made available for the bins and benches as long as the Borough Council follows through on its promise to cover the costs of the various improvements around the Blackberry Drive open space. If that fails to materialise then there are funds available in the annual budget for bins, benches and play area repairs that could be used. A request to vire funds would only be made if necessary.

28.2 Proposed Cllr R Dean, Seconded Cllr Francis, **RESOLVED** unanimously to approve the replacement of the bins and benches within Blackberry Drive play area subject to the funds being available or approved.

**29 To receive the Clerk’s report, including all areas delegated to the Committee**

29.1 The Assets report and the Clerk’s report had been included with the supporting papers for this meeting.

29.2 Cllr Hillier-Wheal asked if the Borough Council could be chased over the removal of graffiti in Sayers Road play area as she had highlighted this to the Borough a number of times but the request keeps being closed without action being taken. Cllr Hillier-Wheal also reported damage to the wetpour in the play area.

**Action: Clerk**

**30 Date, time, place and agenda items for next meeting**

30.1 The next meeting of the Assets Committee will take place at 7:30pm on Tuesday 22<sup>nd</sup> November 2022 at the Bishopstoke Methodist Church. Items for the agenda should be with the Clerk, including any supporting papers, by November 15th.

*There being no further business, the Chair closed the meeting at 8:30pm*

Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_