



# Bishopstoke Parish Council

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**Members of the Parish Council are summoned to attend a meeting on  
Tuesday 12<sup>th</sup> September 2023 at 7.30pm at Bishopstoke Methodist Church, Sedgwick Road.**

## AGENDA

**PUBLIC SESSION – Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chair. Members of the public may not take part in the meeting itself.**

1. Apologies for absence
2. To adopt and sign Minutes of the Parish Council meeting held on 11 July 2023
3. Declarations of Interest and Requests for Dispensations
4. Reports from Committees, Working Groups, Officers and Councillors
5. To invite ideas for projects to add to the Community Investment Programme list
6. To discuss, amend and adopt the Policy on Ethics and Ethical Procurement
7. To decide whether to request a .gov domain name for the Council website
8. To consider the Council's involvement in D-Day 80
9. To consider content for the next press release
10. To agree the date, time and place for the next meetings

*D L Wheal*  
*Clerk to Bishopstoke Parish Council*  
*6<sup>th</sup> September 2023*

**Minutes of a Meeting of the Bishopstoke Parish Council  
held at Bishopstoke Methodist Church  
commencing at 7.30pm on 11 June 2023**

**Present:** Councillor Louise Hillier-Wheal (Chair)  
Councillor Ralph Candy  
Councillor Andrew Daly  
Councillor Dave Francis  
Councillor Martin Lyon  
Councillor Chris McKeone  
Councillor Dermot McKeone  
Councillor Andy Moore  
Councillor Gin Tidridge  
Councillor Anne Winstanley

**In Attendance:** Mr David Wheal (Clerk to Bishopstoke Parish Council)  
Mrs Cheryl Taylor (former Projects Officer for Bishopstoke Parish Council)  
Cllr Karen Caws (Eastleigh Borough Council)

**Public Session** 2 members of the public were present.

The Chair welcomed everyone to the meeting.

Mrs Taylor was invited to come forward and was presented with a pair of engraved glasses by way of thanking her for over thirteen years of dedicated service to Bishopstoke Parish Council. Over the years Cheryl has looked after the Council finances, run both the allotments and the cemetery, helped set up the travel token scheme and provided Council support to Bishopstoke Carnival. The Clerk warmly thanked Cheryl for all the support she had given him and wished her well for the future.

A resident asked for an update on the Memorial Hall and Parish Office. The Clerk noted that demolition of both would be taking place soon. The Borough Council is waiting for confirmation from the Land Registry before it can proceed with demolition. It is hoped that demolition would take place shortly after Bishopstoke Carnival. The demolition will also include the Parish Office although, in response to another question from the resident the Clerk noted that if any party were interested in making an offer for the Office the Council would give it serious consideration.

The resident also asked about the defibrillator at Underwood Road allotments. The Clerk offered to contact the resident the following day to discuss that further and this was accepted.

**Action: Clerk – to contact the resident to arrange a meeting**

**FULL\_2324\_M02/**

**21 Apologies for Absence**

21.1 Apologies were noted from Cllrs A Dean, R Dean, Harris, Kirby and Thornton

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

## **22 To adopt and sign Minutes of the Parish Council meeting held on 9 May 2023**

22.1 The minutes of the above meeting had been included in the document pack for this meeting.

22.2 Proposed Cllr Moore, Seconded Cllr Francis, **RESOLVED** unanimously that the minutes of the Parish Council meeting held on 9 May 2023 be adopted as a true record.

*Action: Clerk & Chair – to sign and publish the minutes and document pack*

## **23 Declarations of Interest and Requests for Dispensations**

23.1 Cllrs Hillier-Wheal and Francis declared an interest in the item on allotments as allotment plot holders. Cllr Tidridge declared an interest in the Greening Campaign.

## **24 Reports from Committees, Working Groups, Officers and Councillors**

24.1 The resolutions from Council Committees were noted.

24.2 The Clerk reported that the Communications Group had recently considered the draft Communications Policy. There were some minor amendments to complete but it should soon be ready to come to Full Council. The latest newsletter is delayed but will be published as soon as possible. The Glebe Meadow Group had also recently met following the receipt of the minutes from the restart meeting with the Borough Council back in April. It is confirmed that the Borough will not arrange the demolition until the Land Registry have confirmed they have completed the process of registering the three separate parcels of land as one. The appointment of architects / designers will not take place until after the demolition. Cllr Lyon noted that the CDM Regulations of 2015 require that a Principal Designer be appointed for demolition projects and the Clerk was asked to confirm with the Borough whether they or the Parish Council would be appointing one.

With regards to the War Memorial relocation, the Diocese has been contacted for their opinion as has the Parochial Church Council. A planning application is shortly to be submitted and the plans will be available for the public to see. Cllr Francis asked the Clerk to contact the Local Area Manager to ask whether the planning application decision could be a delegated one rather than called in to Committee.

*Action: Clerk – to contact the Borough Council regarding the appointment of a Principal Designer and the delegation of the planning application to relocate the War Memorial*

24.3 The Clerk thanked the numerous Cllrs who had sent in written reports. These will be added to the minutes as they were not received in time to be included in the document pack. Cllr Tidridge added that in addition to her report she had attended the latest Horton Heath Development Committee and that the Parish Council's remarks had been delivered. Cllr Winstanley noted that she had included Citizens' Advice in her report for information and had also attended the launch meeting of Eastleigh Town Council's Greening Campaign.

*Cllr Karen Caws of Eastleigh Borough Council arrived at this point.*

24.4 Cllr Caws, as the newly elected Borough Councillor for Bishopstoke, was invited to introduce herself to the Council. Cllr Caws informed the Council that in addition to being on the Local Area Committee, she was also on the Licensing Committee. Her main interests are ensuring that Stoke Park Farm is established as the best place for nature it can be, and finding ways to improve the anti-social behaviour currently centred on Bishy Beach. Finally Cllr Caws is also keen to pursue the idea of a community garden.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

24.5 In addition to the written report, the Clerk informed the Council that a potential bus shelter cleaning company had been contacted and a quote was being sought for a contract to clean the Parish's bus shelters. The bus shelter on Spring Lane is fairly damaged and companies are being contacted to provide quotes for the repair. Cllr Daly asked about the damaged picnic table at Glebe Meadow play area. The Clerk noted that all six main slats are due to be replaced but that if the metal is too damaged then the bench will simply be removed pending the new play area being installed. The Clerk's report was noted.

**25 To approve the payments list for June 2023**

25.1 The Clerk noted that this item had been withdrawn as the procedure for dealing with the payments list which would be detailed at the next Finance Committee meeting.

**26 To re-adopt the Code of Conduct**

26.1 Proposed Cllr Moore, Seconded Cllr Candy, **RESOLVED** unanimously to adopt the Code of Conduct.

*Action: Clerk – to update and publish the Code of Conduct*

**27 To re-adopt the CCTV Policy**

27.1 The Clerk noted that the Policy had been updated by adding a clause stating that the Parish Council currently does not have any CCTV equipment. This policy had been adopted at a time when CCTV equipment was being considered.

27.2 Cllr Tidridge suggested the Council would need, in the future, to consider amending the policy to include Automatic Number Plate Recognition technology.

27.3 Proposed Cllr Moore, Seconded Cllr Winstanley, **RESOLVED** unanimously to adopt the CCTV Policy.

*Action: Clerk – to update and publish the CCTV Policy*

**28 To adopt a dispensation for Cllrs holding an allotment plot to discuss allotment matters**

28.1 The Clerk noted that currently Cllrs who hold allotments rightly declare their plot on their Register of Interests, and declare an interest in allotment discussions when they occur. A dispensation would mean that the Cllrs experience of working an allotment plot could be brought into the discussion. If Cllrs were unsure about specifically discussing allotment rent then the recommendation could be altered to accommodate this.

28.2 Proposed Cllr Tidridge, Seconded Cllr Winstanley, **RESOLVED** with Cllrs Hillier-Wheal and Francis abstaining that the Council grant a dispensation, lasting until Monday 6<sup>th</sup> May 2024, allowing any Councillor holding an allotment tenancy in Bishopstoke to take part in discussions on agenda items pertaining to the allotments and further, to allow them to vote upon those items, with the exception of anything affecting their pecuniary interests.

*Action: Clerk – to inform all Cllrs of the dispensation and its end point.*

**29 To re-adopt the Mission Statement and Aims for the Council year 2023-24**

29.1 Proposed Cllr Moore, Seconded Cllr Lyon, **RESOLVED** unanimously to adopt the Mission Statement and Aims for the Council year 2023-24.

*Action: Clerk – to publish the mission statement and aims*

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

**30 To consider content for the next press release**

30.1 The Council agreed that the next press release would include the letter to HCC on potholes, and their response; the pothole reporting link; the mission statement and aims; the retirement of Mrs Taylor; the Play Area Trail; the River Float competition; the completed audit and that litter picking equipment is available to borrow from the Parish Council

*Action: Clerk – to draft the press release and circulate it to the Communications Group for approval*

**31 To agree the date, time and place for the next meetings**

31.1 The next meeting will take place on Tuesday September 12<sup>th</sup> 2023. It will take place at 7:30pm at the Bishopstoke Methodist Church, following the Parish Assembly. The Clerk requested any agenda items and supporting papers be with him by September 5<sup>th</sup>.

*There being no further business, the Chair closed the meeting at 8:37pm.*

DRAFT

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

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

## Full Council – 12<sup>th</sup> September 2023 Recommendations and Resolutions

### Committee Resolutions – to note

#### Assets

##### 25<sup>th</sup> July – ASSETS\_2324\_M02

- Item 11.2 That the minutes of the Assets Committee meeting held on 23 May be adopted as a true record.
- Item 13.5 To put in place a deposit scheme for new tenancies, with the deposit equalling the annual rent on the plot.
- Item 13.8 To amend the process for dealing with unworked plots by including a one month termination date in any letter requiring action from the tenant, effectively removing a second, termination only, letter from the system.
- Item 13.10 That the Council should charge for water used at the allotments, with the exact method and start date being a matter for a future meeting following discussions with the site representatives.
- Item 14.3 That the rent for 1st October 2023 to 30th September 2024 be set at £10 per rod, with the discounted rate set at £6.50 per rod.
- Item 15.2 That the Council go ahead with the new gates and sign for Bishopstoke Cemetery.

#### Finance

##### 8<sup>th</sup> August – FIN\_2324\_M02

- Item 11.2 That the minutes of the Finance Committee meeting held on 13 June be adopted as a true record.
- Item 13.4 That the reports on Council finances be approved.
- Item 15.3 That the Council approves a grant of £650 to ARK Eastleigh.
- Item 17.1 Confidential Business
- Item 18.4 That the Council appoints Mulberry & Co Chartered Certified Accountants as the Council's Internal Auditor for the financial year 2023/24.

#### Planning

##### 11<sup>th</sup> July – PLAN\_2324\_M04

- Item 26.2 That the minutes of the Planning Committee meeting held on 27 June be adopted as a true record.
- Item 28.2 That the responses of the Planning Committee be submitted to the planning authority.
- Item 31.1 Confidential Business

##### 25<sup>th</sup> July – PLAN\_2324\_M05

- Item 34.2 That the minutes of the Planning Committee meeting held on 11 July be adopted as a true record.
- Item 36.3 That the responses of the Planning Committee be submitted to the planning authority.
- Item 39.1 Confidential business.

## **Committee Recommendations – to vote upon**

### **Assets**

**25<sup>th</sup> July – ASSETS\_2324\_M02**

No recommendations

### **Finance**

**8<sup>th</sup> August – FIN\_2324\_M02**

No recommendations

### **Planning**

**11<sup>th</sup> July – PLAN\_2324\_M04**

No recommendations

**25<sup>th</sup> July – PLAN\_2324\_M05**

No recommendations

## **Working Group Recommendations**

### **Communications Working Group**

No recommendations

### **Carnival Working Group**

No recommendations

### **Village Trail Working Group**

No recommendations

### **Glebe Meadow Working Group**

No recommendations

## Full Council - Clerk's report 12<sup>th</sup> September 2023

### Clerk's Report

#### Actions from previous meetings

**FULL\_2223\_M01/Item 11.2** Regarding training on the audit process and financial reports  
The RFO will be arranging this training.

**FULL\_2223\_M05/Item 63.2** Regarding youth provision at the Y-Zone  
I have received a copy of the contract between EBC and the service provider, but this does not detail how many hours of provision are targeted at Bishopstoke, nor what that provision will be. I have requested more detail from the Borough Council.

**FULL\_2324\_M01/Item 11.7** Regarding the Memorial Hall project  
The minutes have now been received and distributed. We are still awaiting the financial statement. Meetings between the Clerk and the Borough Council's project lead have started and are scheduled for every two weeks.

**FULL\_2324\_M02/Public Session** Regarding defibrillators  
The Clerk sent an email requesting a meeting on 14<sup>th</sup> July.

**FULL\_2324\_M02/Item 22.2** Regarding the minutes of 9<sup>th</sup> May  
The minutes were signed and published.

**FULL\_2324\_M02/Item 24.2** Regarding the Memorial Hall  
The Borough were updated on 14<sup>th</sup> July as to the current situation. The Clerk has asked how the matter of a Principal Designer will be dealt with. The Borough have confirmed that they will take on the role of Principal Designer.

**FULL\_2324\_M02/Item 24.2** Regarding the War Memorial  
The Borough Council were updated on 14<sup>th</sup> July. The Local Area Manager was asked whether this kind of application would normally be called in or delegated. This would only be called in if EBC Councillors request it. The Borough have requested additional scale plans which are being provided. The Clerk has met with contractors to finalise plans and materials.

**FULL\_2324\_M02/Item 26.1** Regarding the Code of Conduct  
The re-adopted policy was published on the Council website.

**FULL\_2324\_M02/Item 27.3** Regarding the CCTV Policy  
The re-adopted policy was published on the Council website.

**FULL\_2324\_M02/Item 28.2** Regarding an allotment dispensation  
All Cllrs have been informed of the decision. A list of current dispensations along with an explanation of what one is has been placed on the website.

**FULL\_2324\_M02/Item 13.2** Regarding the Council Mission Statement and Aims  
The Statement and Aims have been republished in a place of higher prominence on the website.



## **RFO Report**

In November 2022, the Full Council resolved to enter into a 3 year deal with BHIB Ltd for the Council's annual insurance policy. There is therefore no resolution due this year regarding selecting an insurance company. The renewal date is 22nd November 2023. The Clerk, Assets Officer and RFO are updating the asset register, which is now recorded digitally through the Edge software platform. The RFO will liaise with BHIB once the update is ready, obtaining the figure for the 2023/24 renewal. This will be taken to the Finance Committee in October, then to Full Council in November for final approval.

## **Communications Report**

The latest newsletter was completed and is being delivered as we speak. It was larger than usual due to being late to print and including several one off items, as well as advertising Carnival. The current reduced budget for newsletters means that it may not be possible to continue producing 4 per year and the Council may have to consider reducing that to 3.

## **Carnival Report**

Carnival this year has been a struggle. The lack of volunteers coupled with other problems have meant that the team has considered calling the event off on several occasions. There are still many things to do before the event can take place. It is the opinion of the Clerk that this situation is untenable. If more volunteers do not come forward then it is difficult to see any future for Carnival beyond this year.

That being said, we still plan to have both the River Float Competition and the Duck Races on Sunday 17<sup>th</sup> September with floats arriving to Bishy Beach from 10am and duck races starting at 11:15am. The Meadow Fete will open from Noon with stalls, rides and entertainment, as well as drinks and food. The event will finish no later than 5pm.

## **Other Items**

**Asset Transfers** – Nothing new to report.

**Allotments** – As we approach the end of the allotment year there is, as usual, an increased turnover of plots. We continue to work our way through the allotment waiting list.

**Office** – The Parish Office has now had all files and other items that are being kept moved into storage.

**Burial Matters** – There was one new burial, one new ashes interment and two ashes reopenings in July 2023. August saw 2 new burials. September currently has 2 new ashes interments booked. The total for the year so far is 15.

**Play Areas** – The basket swing at Sayers Road play area has been seriously vandalised and has been remove pending repairs to the metal brackets. The quarterly inspections have been completed and the results are being assessed by the Assets Officer to determine what maintenance work is required.

**Open Spaces** – The tree survey has now been completed. The vast majority of the work is crown lifting above footpaths and highways with some other trees having dead wood to be removed. Work will be completed over the coming months.

**Cemetery Gates** – These have now been ordered and are expected to be installed in the next two months.



# **BISHOPSTOKE PARISH COUNCIL**

## **ETHICS & ETHICAL PROCUREMENT POLICY**

**This Ethics & Ethical Procurement Policy was adopted  
at the Council meeting on dd/mmm/yyyy**

**D Wheal**

**Clerk to Bishopstoke Parish Council**

**BISHOPSTOKE PARISH COUNCIL**  
**ETHICS & ETHICAL PROCUREMENT POLICY**  
**Amendment Sheet**

<b>Amendment No.</b>	<b>Date Incorporated</b>	<b>Subject</b>
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# **ETHICS & ETHICAL PROCUREMENT POLICY**

## **1 Council Standards**

- 1.1** Bishopstoke Parish Council seeks to uphold the highest ethical standards in conducting its business. This applies not only to how Councillors, Officers, contractors and volunteers are treated, but also to how it chooses its suppliers.
- 1.2** The treatment of people by the Council, however they interact with the Council, is covered by policies such as the Dignity at Work Policy; the Grievance Policy; the Discipline Policy; the Complaints Procedure; the Training & Development Policy and the Volunteer Policy.
- 1.3** The Council has signed the Civility & Respect Pledge, committing itself to standing up to poor behaviour in the Council sector and agreeing to treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles.
- 1.4** Councillors sign up to a Code of Conduct when they take office, and specifically pledge to uphold the seven Nolan principles which are selflessness; integrity; objectivity; accountability; openness; honesty and leadership.
- 1.5** All Council decisions will, where applicable, be scrutinised to ensure that they are ethically sound. Decisions will be tested against the Ethical Decision Matrix in Appendix 1. This Matrix will also be used when considering the Council's suppliers, contractors and purchases.

## **2 Ethical Procurement Overview**

- 2.1** The council recognises that decisions made during the procurement process can have a direct effect on socio-economic and environmental implications. This applies not only to larger contracts awarded by the Council but also to smaller, regular purchases by the Council.
- 2.2** Public procurement must be carried out in accordance with UK Public Procurement Directives. This requires the councils to award relevant contracts, whether subject to procurement rules or not, in line with the principles of nondiscrimination, equal treatment, transparency, fairness, mutual recognition and proportionality. These ethical principles are mostly governed by law within the UK/EU and, as such, are legal requirements which would be grounds for excluding a supplier from an award of contract if breached. These principles, where appropriate, will be included in the council's standard terms and conditions to ensure that suppliers fully understand the council's expectations.
- 2.3** There are ten criteria which the Council will consider when making procurement decisions. These are safe working conditions; the promotion of good health; employment being freely chosen; working hours are not excessive; wages meet, at least, the national minimum standards; training is provided; diversity and good workforce practices are encouraged; child labour is eliminated; inhumane treatment is eliminated and the impact on the environment is minimised. A fuller explanation of each is covered in the remainder of this document.

### **3 Safe Working Conditions**

- 3.1** Operate appropriate health and safety policies and procedures overseen by a senior manager responsible for compliance and monitoring. Ensure employees have the necessary training and health and safety equipment.
- 3.2** Provide comfortable and hygienic working conditions with clean toilets and water suitable for drinking and washing.

### **4 Promotion of Good Health**

- 4.1** Invest in measures for tackling ill health as healthy employees experience a better quality of life and tend to be more productive.

### **5 Employment is Freely Chosen**

- 5.1** Afford employees the freedom to choose to work and not use forced, bonded or non voluntary prison labour.
- 5.2** Afford employees freedom of association with the right to join an independent trade union or other workers' associations and to carry out reasonable representative functions in the workplace.
- 5.3** Facilitate alternative means of democratic representation where laws restrict freedom of association and collective bargaining.

### **6 Working Hours Are Not Excessive**

- 6.1** Comply with national and international laws or industry standards on employee working hours, whichever affords greater protection.

### **7 Wages Meet, At Least, The National Minimum Standard**

- 7.1** Work towards paying the Living Wage and provide wages and benefits at rates that meet at least national legal standards.
- 7.2** Provide employees with an easy-to-read contract of employment clearly explaining wage levels.
- 7.3** Wages should be in cash and not in kind (e.g. goods, vouchers) with no deductions made unless permitted under national law or agreed by the employee, without duress.

### **8 Training is Provided**

- 8.1** Suppliers will be expected to show, where applicable, training programmes for staff to raise skills and aid professionalism

**9 Diversity and Good Workforce Practices Are Encouraged**

**9.1** No discrimination – Practice no discrimination in hiring, compensation, training, promotion, termination, or retirement either directly or indirectly, in accordance with the Equality Act 2010 (or subsequent iteration of the Regulations). For the avoidance of doubt this includes compliance with Regulations in relation to blacklisting employees.

**10 Disputes Procedure**

**10.1** Provide clear and accessible processes for resolving disputes with employees.

**11 Child Labour is Eliminated**

**11.1** Provide for any children found to be performing child labour to attend and remain in quality education until no longer a child.

**11.2** Ensure no children and young persons are employed at night or in hazardous conditions, as defined by the International Labour Organisation.

**12 Inhumane Treatment is Eliminated**

**12.1** Suppliers must prohibit physical abuse or coercion, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation

**13 Environmental Impact is Minimised**

**13.1** Consideration of the environment and impact on climate change should be made in all procurements, ensuring minimal impacts. Suppliers should be able to demonstrate their environmental standards.

## APPENDIX A – DECISION MATRIX

	Will the decision / does the supplier have a negative impact on vulnerable people, locally or globally?	Yes / No
	If so, to what extent (1 = minimal, 2 = somewhat, 3 = extensive)	1 / 2 / 3
	Will the decision / does the supplier have a negative impact on future generations – economically, socially or environmentally?	Yes / No
	If so, to what extent (1 = minimal, 2 = somewhat, 3 = extensive)	1 / 2 / 3
	Will the decision / does the supplier have a negative environmental impact in the short term?	Yes / No
	If so, to what extent (1 = minimal, 2 = somewhat, 3 = extensive)	1 / 2 / 3
	Will the decision / does the supplier have a negative impact on local people?	Yes / No
	If so, to what extent (1 = minimal, 2 = somewhat, 3 = extensive)	1 / 2 / 3
	Will the decision / does the supplier have a negative impact on human rights?	Yes / No
	If so, to what extent (1 = minimal, 2 = somewhat, 3 = extensive)	1 / 2 / 3
	Is the contractor / supplier a living wage employer	Yes / No
	Is the decision essential / Is the supplier the only possible one?	Yes / No
	Is Bishopstoke Parish Council happy for this decision / contract / purchase to be open to public scrutiny? (The smell test)	Yes / No

**Do we proceed or rethink?**

## .gov Domain Name – Item 7

The information below is taken from the UK Government website advising on the use of the .gov domain.

“Using a .gov.uk domain is beneficial because it gives your eligible organisations trusted branding, increased security and helps meet any policy and legal obligations.

A .gov.uk domain name used by your organisation:

- shows services, emails and websites are from a trusted UK public sector organisation like a central government department or parish council
- means your website and service could potentially show up higher in search results
- allows staff to join public sector communities which require a .gov.uk email
- is monitored for potential security vulnerabilities, which will be reported to you by the CDDO Domain Management Team
- gives your organisation the ability to better control email accounts by removing staff when they leave
- gives your domain better legal protection because it's based in a UK jurisdiction
- means outgoing emails are more likely to be cleared by security filters and delivered to citizens and other public sector organisations
- increases transparency of smaller organisations when public servants use corporate email accounts instead of personal email accounts for official government business
- helps smaller organisations fulfill best practice guidelines as outlined in the Joint Panel on Accountability and Governance Practitioners' Guide 2021”

The cost from the current .gov.uk registry provider is £100 plus VAT for the first 2 years, followed by £50 plus VAT every 2 years after. There may be additional charges from the hosts of the domain.

The Council's current website host is not licensed to have .gov websites and so the Council would need to plan for moving the website to another provider. This may be as simple as simply pointing browsers to the existing site, but it could be as involved as creating a new site on a new platform. This could be done by Council employees or the Council could pay for a website to be created, with Council staff merely updating it as needed going forward. This loses the flexibility that the current situation has as the design will be more “fixed”. It also removes the opportunity to easily redesign the site, or just a portion of it.

The costs of emails attached to the .gov.uk domain could differ from the current costs but it is not expected that they would differ substantially.





Dear Town or Parish Clerk,

RE: HAMPSHIRE & D-DAY 80 - 6TH JUNE 2024

As you are aware, we are organising D-Day 80 - 6th June 2024, throughout the United Kingdom, Channel Islands, Isle of Man, UK Overseas Territories and at the site of the British Normandy Memorial, overlooking Gold Beach in Normandy, France, one of the five Beaches landed on 80 years ago on 6th June next year, in celebration and commemoration of this important occasion, as well as using the event to enable communities and individuals to pay their 'tribute' to those that gave so much during this campaign to help ensure the freedom we all enjoy today, with the flames from the Beacons representing the 'light of peace' that emerged from the dreadful darkness of war all those years ago.

We feel sure you will agree with me when we say that individuals and communities of all sizes were deeply affected in many and various ways during WWII, so with this in mind, we would like to encourage your Town or Parish Council to take part in D-Day 80 on 6th June next year, as we would like to achieve the lighting of at least 80 Beacons per County, within England and Wales, as part of this 80th Anniversary event, so would be extremely grateful if you would be kind enough to discuss your possible involvement with your Council members at your earliest convenience please, with the view to ensuring we achieve the lighting of this number of Beacons in your County at 9.15pm on 6th June 2024.

Those taking part will be sent the Certificate of Grateful Recognition found on page 46 of the Guide, enabling them to frame and display it as a lasting reminder of this moment in history commemorated/celebrated. The Guide, message from the Prime Minister encouraging local communities to take part in lighting Beacons and the logo for your use, are available to download from the D-Day 80 website - [www.d-day80beacons.co.uk](http://www.d-day80beacons.co.uk).

From pages 24 through to 28, you will see there are various types of Beacons that can be used on 6th June, which could be lit on town and village greens, local farms and country estates, or other locations of your choice that night, so we do hope that your Town and Parish Council will take part, and look forward to hearing from you in due course.

My warmest regards to you all,

*Bruno Peek*

Bruno Peek CVO OBE OPR  
Pageantmaster  
D-Day 80  
6th June 2024  
Telephone: + 44 (0) 7737 262 913  
Email: [brunopeek@mac.com](mailto:brunopeek@mac.com)  
[www.d-day80beacons.co.uk](http://www.d-day80beacons.co.uk)

