

**Minutes of a Meeting of the Bishopstoke Parish Council
held at Bishopstoke Methodist Church
commencing at 7.30pm on 13th May 2025**

Present: Councillor Louise Hillier-Wheat (Chair)
Councillor Geoff Harris (Vice-Chair)
Councillor Andrew Daly
Councillor Stewart MacLachlan
Councillor Trevor Mignot
Councillor Andy Moore
Councillor Sue Toher
Councillor Anne Winstanley

In Attendance: Mr David Wheat (Clerk to Bishopstoke Parish Council)
Mrs Emma Earl (Admin Officer to Bishopstoke Parish Council)

Public Session 0 members of the public were present.

FULL_2526_M01/

1 Apologies for Absence

1.1 Apologies had been received and were noted from Cllrs Chaffey and Thornton. Cllrs Brown, Burcombe-Filer, Dajani, Kirby and Scott were absent.

2 Election of Chair

2.1 The Chair asked for nominations to be Chair for the coming year, 2025-26.

2.2 Proposed Cllr Moore, Seconded Cllr Mignot, **RESOLVED** unanimously that Cllr Hillier-Wheat be re-elected to Chair the Council for the year 2025-26.

3 Election of Vice Chair

3.1 The Chair asked for nominations to be Vice Chair for the coming year, 2025-26.

3.2 Proposed Cllr Winstanley, Seconded Cllr Moore, **RESOLVED** unanimously that Cllr Harris be re-elected to Vice Chair the Council for the year 2025-26.

4 To adopt and sign Minutes of the Parish Council meeting held on 29th April 2025

4.1 The minutes of the meeting had been included with the supporting papers for this meeting.

4.2 Proposed Cllr Moore, Seconded Cllr MacLachlan, **RESOLVED** unanimously that the minutes of the Parish Council meeting held on 29th April 2025 be adopted and signed.

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

5 Declarations of Interest and Requests for Dispensations

5.1 No declarations or requests were made.

6 Reports from Committees, Working Groups, Officers and Councillors

6.1 The Clerk's report had been included with the supporting papers for this meeting and was noted.

6.2 The Clerk explained that he had received a phone call from the local PCSO regarding a comment on a local Facebook page. A local Councillor had stated that at a recent local Policing Conference that police were now aiming to respond to all calls within 72 hours. This was not true. A Policing Team from another area had given a presentation on how they were aiming to respond to all calls within 72 hours as a trial to help with a local anti-social behaviour crisis.

This had obviously been misinterpreted or misunderstood as an aim for all Policing Teams.

Action: Admin Officer – to draft a Facebook post explaining the different ways to contact the local Policing Team, both urgent and no-urgent calls, and highlight the next “Meet your local Police” session.

6.3 Cllr Harris gave a verbal report on Carnival. The paperwork for the road closures for Carnival was being submitted this week. Parade routes were all planned and Marshals numbers were increasing. There were some current issues with Marketing but they were to be discussed at the next meeting, Thursday 15th May. The Carnival Group had been informed that they could not use Old St Mary's this year because of work on the new War Memorial and the necessary adjustments to the plans had been made.

6.4 Cllr Winstanley had attended the recent Hampshire Association of Local Councils and would submit a report for the next meeting.

7 To consider how the Council oversees events and determine any changes needed

7.1 A memo explaining the options had been included with the supporting documents for this meeting.

7.2 Cllr MacLachlan suggested that as the number and size of the events would be increasing, an Events Working Group would be the best option.

7.3 Cllr Harris suggested including the oversight of events in the People Committee.

Initial: _____ Date: _____

7.4 Cllr Hillier-Wheel suggested that Full Council should oversee events as it would get more Councillors to buy into the events and increase Councillor involvement. The Clerk also advised that if the events oversight stayed with Full Council, it could be included in the news release.

7.5 After a vote by the Councillors present, it was agreed to keep the oversight of events with the Full Council initially and then as events increase create a separate Working Group if necessary.

8 To determine membership of Committees, Working Groups and other appointments

8.1 A memo listing the Committees, Working Groups and other appointments had been included with the documents for this meeting.

8.2 The following appointments were made and accepted by the Council.

Finance Committee – Cllrs **Burcombe-Filer**, Hillier-Wheel, Thornton, Toher and Winstanley.

Assets Committee - Cllrs Harris, Hillier-Wheel, MacLachlan, Mignot, Toher and Winstanley.

Planning – Cllrs Daly, Hillier-Wheel, Mignot, Moore and Toher.

Communications Working Group – Cllrs Hillier-Wheel, MacLachlan and Winstanley

Glebe Meadow Working Group – Cllrs Harris, Hillier-Wheel, MacLachlan, Toher and Winstanley.

Carnival – Cllr Harris

Airport Consultative and Air Change Committee – Cllrs Harris and Moore

Bishopstoke Community Association – Cllr Hillier-Wheel

Parochial Charities (Twynams) - Cllr Winstanley

Passenger Transport Forum – Cllrs Moore and Winstanley

Greening Campaign – **Cllr Thornton**

Neighbourhood Plan – Cllr Toher

Eastleigh District Association of Local Councils – Cllrs Hillier-Wheel and Winstanley

Youth Champions – Cllrs Harris **and Dajani**

8.3 Proposed Cllr Moore, Seconded Cllr Winstanley, **RESOLVED** unanimously agreed the membership of the Committees, Working Groups and other appointment for 2025-26.

Action: Admin Officer and Clerk – update the website and all other relevant documents with the agreed appointments.

Initial: _____ Date: _____

9 To consider recommendations from the Devolution Working Group

9.1 A memo listing the recommendations had been included with the supporting papers for this meeting.

9.2 **Stoke Park Farm (including the Suitable Alternative Natural Greenspace)**

Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED**, unanimously to not seek the transfer of this asset

9.3 **Most Grass verges and Tree and Bee network verges.** Cllr Winstanley stated that her understanding of a grass verge was a strip of grass between the pavement and the road and other grassed corner verges were green spaces.

9.4 Proposed Cllr Harris, Seconded Cllr Winstanley, **RESOLVED**, unanimously to not seek the transfer of most grass verges and to defer a decision on the Tree and Bee network verges pending further information.

9.5 **The Planney**

Proposed Cllr Toher, Seconded Cllr Moore, **RESOLVED**, unanimously to defer a decision pending further information.

9.6 **Land at Blackberry Drive**

Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED**, unanimously to accept the remaining land on the same management basis as the rest of the site.

9.7 **Y Zone building**

Proposed Cllr Moore, Seconded Cllr Harris, **RESOLVED**, unanimously to defer a decision pending further information.

9.8 **Bow Lake Gardens (allotment and open space)**

Cllr Hillier-Wheal clarified that the Working Group were now recommending that the Parish Council accept the transfer of this site because it was at risk of being built on if the Parish Council did not accept it.

9.9 Proposed Cllr Toher, Seconded Cllr Mignot, **RESOLVED**, unanimously to defer a decision pending potential security improvements on the site.

9.10 **Bow Lake Gardens (play area)**

Cllr Winstanley asked if the drainage problem had been resolved by the Developer. The Clerk explained that the issue was still awaiting planning approval.

9.11 Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED**, unanimously to accept the transfer of this asset with the condition that the drainage issue is resolved.

9.12 **Underwood Road allotments (slip roads)**

Proposed Cllr Winstanley, Seconded Cllr Moore, **RESOLVED**, unanimously to accept the transfer of the two slip roads leading to the allotments.

Initial: _____ Date: _____

10 To note the meeting dates for the year 2025-26

10.1 A list of the meeting dates for the year 2025-26 had been included with the supporting papers for this meeting and was noted.

10.2 The Clerk also said that he would print out a paper copy of each individual Councillor's meeting dates for the year 2025-26 and either post or hand-deliver it to them.

Action: Clerk – to print out a copy of each Councillor's meeting dates for 2025-26 and either post or hand-deliver it to them.

11 To note the creation and content of a Bishopstoke Parish Council community project list

11.1 A copy of the BPC community project list had been included with the supporting papers for this meeting and was noted.

12 To review the Council's Meet and Greet sessions and make decisions

12.1 A copy of the report on the Meet and Greet sessions had been included with the supporting papers for this meeting.

12.2 The Councillors agreed that with the increased number of events there was no need for a separate Meet and Greet session every 6 weeks - the events would be opportunities for the Councillors to chat to residents. Cllr Harris said that Spring Summer and Autumn had more events and Winter was quieter so a session during the winter months would be a good idea. Cllr Moore suggested asking residents in the next Newsletter what days and times they would like the sessions to be.

Action: Admin Officer – to include a section in the Summer Newsletter where residents would have the opportunity to suggest convenient days and times for Meet and Greet sessions

12.3 Cllr Hillier-Wheal commented that at the recent Easter Hunt there was nothing that made Councillors and Officers immediately identifiable as working for the Parish Council. Cllr MacLachlan suggested lanyards for all Councillors and Officers for future events.

Action: Clerk – to produce lanyards for all Councillors and Officers

13 To consider content for the next press release

13.1 After a short discussion, it was agreed to include Carnival (including a plea for volunteers), Summer Messy Play and VE Day.

Action: Admin Officer – To draft the next press release and issue it to all the relevant Media

14 To agree the date, time and place for the next meeting

14.1 The next meeting will take place on Tuesday 8th July 2025, at 7:30pm in Bishopstoke Methodist Church. Any Cllr wishing to have an item on the agenda should provide the item and any supporting papers to the Clerk by 1st July 2025.

There being no further business, the Chair closed the meeting at 8.23pm.

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____