

**Minutes of a Meeting of the Assets Committee
held at Bishopstoke Methodist Church
commencing at 7:30pm on 25th November 2025**

Present: Cllrs Toher (Vice Chair), Harris, Hillier-Wheal, MacLachlan and Winstanley

In Attendance: Mr D Wheal (Clerk to Bishopstoke Parish Council)
Mr T Mellor (Allotments & Cemeteries Officer to Bishopstoke Parish Council)
Mrs E Earl (Admin Officer to Bishopstoke Parish Council)
Mr T Postle (Green Smile)

Public Attendance: 0 members of the public were present.

ASSETS_2526_M04/

Public Session

35 Apologies for Absence

35.1 Apologies were received from Cllr Mignot.

36 To adopt and sign the minutes of the Assets Committee meeting held on 23rd September 2025

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

36.2 Proposed Cllr Harris, Seconded Cllr Toher, **RESOLVED** unanimously that the Minutes of the Assets Committee meeting held on 23rd September 2025 be adopted as a true record.

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

37 Declarations of Interest and Requests for Dispensations

37.1 There were none declared or requested.

Cllr MacLachlan arrived.

38 To receive updates on current Parish Council projects and make any necessary decisions

38.1 The report on current projects had been included with the document pack for this meeting and was noted.

39 To receive an update on asset transfers and make any necessary decisions

39.1 A memo with the update on asset transfers had been included in the supporting documents for this meeting.

39.2 Y Zone. The survey has been received and appears to be different to the survey received from Eastleigh Borough Council. The Clerk and Assets Officer will look at both and investigate the differences.

Action: Clerk/Assets Officer – to review the survey undertaken by BPC, compare it to the survey received from EBC and investigate any differences between the two surveys.

39.3 Bow Lake. The Clerk noted that although the transfer was due to be finalised in January, the Parish Council are not under any obligation to take the land. The Clerk is currently compiling a list of how many allotments local Town and Parish Councils have compared to the number of residents. The Allotments Officer is currently reviewing the waiting list to ensure its accuracy. The waiting list process will be reviewed at a future meeting.

39.4 Cllr Harris enquired if there was any progress on the negotiations between the Guides and EBC. The Clerk said that the negotiations were ongoing.

40 To discuss the location of map and noticeboards across Bishopstoke

40.1 A memo and a map showing the location of the current map and noticeboards in Bishopstoke had been included with the supporting documents for this meeting.

40.2 After discussion, the following changes and new locations were suggested:

1. The village map currently situated at the bottom of Olympic Way could be moved to be near the noticeboard at the Y Zone.
2. The village map on Longmead Avenue could be moved to be near the Parish Office at Sewall Drive.
3. A village map could be placed near to the retirement village as there is more likely to be people who are not from the local area.
4. A map at the entrance/exit to Stoke Park Woods on Stoke Park Road as people may enter the village from this direction.
5. A map could be put near Stoke Common play area as this was an entrance point to the village.

40.3 The Clerk explained that the maps didn't all have to be of the whole village. They could show the history trail, village trails, play areas or Tree and Bee sites.

40.4 Cllr Winstanley asked that if there was a "ribbon cutting" for any of the new map boards could the family of Bernie Bennett, who led the project for the first village map boards, be invited.

41 To receive reports from the Clerk and other Officers, covering all areas delegated to the Committee not listed elsewhere on the agenda, and make any necessary decisions

41.1 Reports from all Officers had been included in the supporting papers for this meeting and were noted. The Clerk noted that the quarterly play area inspections had been received with only one urgent repair required. The Clerk has already contacted Infinity to look at the large swing near the MUGA at Blackberry Drive and make the necessary repairs. The Clerk also noted that construction of the fence at the Sewall Drive allotment site will start in January.

42 Date, time, place and agenda items for next meeting

42.1 The next meeting of the Assets Committee will take place at 7:30pm on Tuesday 27th January at either the Bishopstoke Methodist Church or the Sewall Drive Office. The Clerk reminded Cllrs that if they wish to add items to the agenda, they should ensure the item, with any supporting papers, is with the Clerk by 20th January.

There being no further business, the Chair closed the meeting at 7.51pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____