

**Minutes of a Meeting of the Assets Committee  
held at Bishopstoke Methodist Church  
commencing at 7:30pm on 28<sup>th</sup> November 2023**

**Present:** Cllrs D McKeone (Chair), Harris, Hillier-Wheal (until para 22.3) and Winstanley

**In Attendance:** Mr D Wheal (Clerk to Bishopstoke Parish Council)  
Mrs A Luck (Assets Officer for Bishopstoke Parish Council)  
Mr T Postle (Green Smile)  
Mrs H Brown (EBC – Tree and Bee Corridor)

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

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**Public Session**

**18 Apologies for Absence**

18.1 Apologies were noted from Cllr Francis.

**19 To adopt as a true record, and sign, the Minutes of the Assets Committee meeting held on 25 July 2023**

19.1 The Minutes of the above meeting had been circulated prior to the meeting.

19.2 Proposed Cllr D McKeone, Seconded Cllr Winstanley, **RESOLVED** unanimously that the minutes of the Assets Committee meeting held on 25 July 2023 be adopted as a true record.

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

**20 To approve sites for inclusion in the next stage of the Tree and Bee corridor**

20.1 Suggested locations for planting in the next phase of the corridor had been included in the document pack.

20.2 Helen Brown gave a brief introduction on behalf of the Borough Council outlining the work already undertaken to plant 15 sites within Bishopstoke and Fair Oak with the goal of increasing biodiversity and establishing green corridors between various areas of woodland in Eastleigh. It was acknowledged that communication – both internal and with residents – had been a problem during phase 1. The intention for phase 2 is to work with Parish Councils and residents to identify potential sites and then plant as appropriate to each area. Planting could range from planters in areas without suitable green space, through wildflowers and fruiting shrubs, up to fruit trees and occasional larger species such as horse chestnuts and lime trees. Funding has already been secured and the action plan for phase 2 will be published shortly.

20.3 After discussion it was agreed that the list of all sites already identified by the Clerk would be passed on to the Borough. Additionally the verges on Stoke Park Road and by the Bishopstoke Community Centre would be included, as would the shopping areas at both Whalesmead and Riverside. It would then be down to Helen and her team to investigate each site, gain permission where necessary, and communicate with local residents to hopefully engage them in the project.

**Action: Clerk – to pass the full list of sites across to Helen Brown**

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

21.1 Cllr Hillier-Wheal declared an interest in item 4 on the agenda – the item on allotments.

## **22 To receive a report on allotments and make decisions on future charges**

22.1 The report had been included with the document pack for the meeting.

22.2 Cllr D McKeone asked for the various allotment items included in the report to be covered in the next newsletter.

**Action: Clerk – include a section on allotment changes to the next newsletter**

22.3 Proposed Cllr Winstanley, Seconded Cllr D McKeone, **RESOLVED** unanimously that the Committee shelve plans for water charging and revisit allotment rents in Summer 2024 for the September 2024 rent exercise.

*Cllr Hillier-Wheal left at this point*

## **23 To receive an update on the cemetery and closed churchyards**

23.1 A report on the cemetery and closed churchyards had been included with the document pack and was noted by the Committee.

## **24 To receive an update on street furniture (bins, benches, boards, bus shelters etc)**

24.1 A report on street furniture had been included with the document pack and was noted by the Committee.

24.2 It was noted that following the installation of a new bin at Glebe Meadow by Portal Road, the old broken bin is still in place. The Clerk was tasked with contacting the Borough Council to ask for its removal.

**Action: Clerk – Contact EBC to ask for the old bin on Glebe Meadow to be removed**

24.3 The Clerk informed the Committee that at a recent Local Area Committee team meeting a Borough Officer had indicated that both the Borough and County Councils are of the opinion that the bus shelters in Bishopstoke are managed by the Borough Council. The Clerk confirmed that with the exception of shelters owned by Adshel, all shelters in Bishopstoke are managed by Bishopstoke Parish Council. The Clerk is in conversation with the Borough Council regarding the repair of the shelter on Spring Lane, and also obtaining funds previously set aside by the Borough Council for bus shelter cleaning in Bishopstoke.

**Action: Clerk – follow up with the Borough Council Officer with regard to who has responsibility for the shelters and possible funding for cleaning them, as well as repairing the shelter on Spring Lane.**

24.4 Cllr Winstanley asked the Clerk to determine who has responsibility for cleaning and maintaining the electronic bus noticeboards and the displayed timetables with a view to having them cleaned and cleared of graffiti more regularly.

**Action: Clerk – Contact the Borough Council to assess responsibility for and cleaning of electronic boards and timetables at certain bus shelters**

24.5 The Clerk informed the Committee that we do not currently have anyone to update or clean the two Jubilee clocks. It is hoped this situation will be resolved soon.

**25 To receive the Clerk's report, including all areas delegated to the Committee**

25.1 The Clerk's report was included with the document pack for this meeting and was noted.

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

26.1 The next meeting of the Assets Committee will take place at 7:30pm on Tuesday 23<sup>rd</sup> January 2024 at the Bishopstoke Methodist Church. The Clerk reminded Cllrs that if they wished to add items to the agenda they should ensure the item, with any supporting papers, is with the Clerk by January 16<sup>th</sup>.

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

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

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