



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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PARISH COUNCIL MEETING

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL
AT THE NEXT MEETING ON 26th SEPTEMBER 2016**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL
TOOK PLACE AT 7.30 PM IN THE PEAK CENTRE, MIDHURST
ROAD, LIPHOOK ON MONDAY 25th JULY 2016**

MINUTES

PRESENT:

Cllr Berry
Cllr Croucher
Cllr Easton
Cllr Garnett
Cllr Ives - Chairman
Cllr Jourdan
Cllr Poole

Mr P Stanley – Executive Officer

Six members of the public, District and County Councillors and the press were in attendance.

89/16 CHAIRMAN'S ANNOUNCEMENTS

The chairman reminded those present of the fire exits and mobile phones. It was also announced that Cllr T Maroney had resigned from the council on 27th June 2016. The Chairman read out a letter from the Canadian High Commissioner received by the Parish Council on behalf of the community who had donated funds to the Red Cross Fort Murray Fire appeal.

90/16 APOLOGIES FOR ABSENCE
Cllr Jerrard, Cllr Trotter, Cllr Kirby.

91/16 DISCLOSURE OF INTERESTS
No disclosable pecuniary interest were declared.

92/16 MINUTES OF THE LAST MEETING
The minutes of the meeting held on 27th June 2016.

Proposed Cllr Poole, Seconded Cllr Easton, Unanimously approved.

93/16 MATTERS ARISING FROM THE MINUTES
Thanks were expressed to former Cllr Trevor Maroney for his work on the council and Parish Plan.

94/16 PUBLIC PARTICIPATION SESSION

Meeting Adjourned

Public Questions – Not on the Agenda

Mr Fatcher raised his concerns about the large increase in traffic passing into Liphook as a result of the proposed expansion of housing in Whitehill and Bordon to access the station.

Cllr Mitchell stated that the Liphook highways study is currently with EHDC. The intension is to explore the options for a Weston Bypass and a more detailed study will be carried out by Atkins in the next 3 to 4 months, once the brief is agreed. The council and community will be consulted once some proposals are developed.

Public Questions – On the Agenda

None.

95/16 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS
Cllr Mouland presented the report from EHDC. It was stated that EHDC had donated £1,000 to the Canadian Red Cross appeal, making the total for the community over £2,000, which will be matched by the Canadian Government.

Councillor grants were still available and councillors had been please to give financial support to the Bramshott and Liphook Sports Day.

Cllr Mitchell offered congratulations to the Parish Council on the successful sports day. She had recently met with Damian Hinds MP and two Liphook residents to discuss the problematic signage northbound on the A3 directing traffic through Liphook. The council will be kept informed of any progress on this matter.

96/16 MINUTES OF COMMITTEE MEETINGS

Finance & Policy Committee

Adoption of the draft minutes for the meeting held on 13th June 2016. Proposed Cllr Croucher, Seconded Cllr Easton and unanimously agreed.

97/16 MEMBERSHIP OF COMMITTEES

Following the resignation of Cllr Maroney and the co-option of Cllr Berry, there was a need to review the membership of committees.

It was proposed that Cllr Easton joins the Finance & Policy Committee, Cllr Berry joins the Planning Committee and Cllr Kirby joins the LMC Management Committee.

Proposed Cllr Ives, Seconded Cllr Croucher, all in favour.

98/16 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE

The Schedule of Accounts for May & June 2016 was noted (copy in minute book as attachment 1). The accounts for May & June have not yet been audited. Balances held by the bank were as follows:

May 2016

Cleared balances at the bank

Business Account	1,669.00
30 Day Account	513,983.09
Total held by the council	515,652.09

Less un-presented cheque 13,953.30

Cashbook Balance 501,698.79

June 2016

Cleared balances at the bank

Business Account	1,000.00
30 Day Account	482,826.18
Total held by the council	483,826.18

Less un-presented cheque 3,784.77

Cashbook Balance 480,041.41

99/16 INTERNAL AUDIT FOR 2016/17

It was proposed that Do the Numbers, who have been responsible for internal audit at the council over a number of years, be appointed as the council's internal auditor for 2016/17. Five in favour, one against and one abstain.

It was agreed that the internal audit function should be market tested in 2017/18.

100/16 BEAT OFFICE AT THE MILLENNIUM CENTRE

The council had received a letter from Estates & Development Services at Hampshire County Council concerning the Office of the Police & Crime Commissioner for Hampshire's instruction to terminate their use of the Millennium Centre. The notice period is 9 months but a shorter timeframe may be possible. The Council will need to repay capital contributions of about £12,400 and slightly more for an early handover. The recommendation from Finance & Policy Committee was that there should be no early transfer unless a use for the area was identified. Following some discussion, there were two possible uses for the area. It was therefore proposed that the council agree to the surrender subject to the increase in capital repayment being a reasonable figure.

Proposed Cllr Croucher, Seconded Cllr Garnett, all in favour.

101/16 NEIGHBOURHOOD PLAN

Cllr Garnett gave an update of the progress of the Neighbourhood Plan. A draft budget was circulated to councillors which would need to be agreed with the Steering Group. There was no funding available from either EHDC or the SDNPA. A grant of £9,000 was available from the Department for Communities & Local Government (DCLG). There was £7,500 held in earmarked reserves and a further £7,500 available in the current year budget. The overall budget was estimated to be £50,000 so the balance will need to be provided in the 2017/18 council budget. The employment of consultants is likely to be a significant part of the budget. It was noted that the responsibility for the budget remains with the Parish Council, although the Steering group will determine to breakdown of how it is deployed.

102/16 REPORTS FROM REPRESENTATIVE FROM OUTSIDE BODIES

Cllr Easton had attended a meeting of the Village Hall committee.

Meeting closed 8.32 pm

Chairman:

Date: