



BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

Mr P J STANLEY
EXECUTIVE OFFICER

Tel: 01428 722988
Fax: 01428 727335
e-mail: council@bramshottandliphook-pc.gov.uk

THE PARISH OFFICE
HASKELL CENTRE
MIDHURST ROAD
LIPHOOK
HAMPSHIRE GU30 7TN

PARISH COUNCIL MEETING

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL
AT THE NEXT MEETING ON 26th OCTOBER 2015**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL
TOOK PLACE AT 7.30 PM IN THE PEAK CENTRE, MIDHURST
ROAD, LIPHOOK ON MONDAY 28th SEPTEMBER 2015**

MINUTES

PRESENT:

Cllr Croucher - Chairman
Cllr Ives
Cllr B Easton
Cllr Jerrard
Cllr J Kirby
Cllr Maroney
Cllr J Poole

Mr P Stanley – Executive Officer

6 members of the public and the press were in attendance.

98/15 CHAIRMAN'S ANNOUNCEMENTS

The chairman reminded those present of the fire exits and mobile phones. The resignation of Cllr Philip Darling was announced. Thanks were expressed for his time working for the council.

99/15 APOLOGIES FOR ABSENCE

Cllr Gavin, Cllr Hooper, Cllr Jourdan, Cllr Trotter.

100/15 DISCLOSURE OF INTERESTS

No disclosable pecuniary interest were declared.

101/15 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 27th July 2015. One amendment to minute 90/15 to delete sentence “Cllr Maroney had tried to get Hampshire CC to attend the recent meeting but they had not attended”

Proposed Cllr Croucher, Seconded Cllr Maroney, Unanimously approved.

102/15 MATTERS ARISING FROM THE MINUTES

Minute 97/15 – Reports from Representatives of Outside Bodies.

Cllr Easton asked if there had been any developments with the Youth Club. Cllr Ives advised that she had spoken with Mr Tough and some volunteers had come forward to be committee members and it was hoped that the club would be able to run again in the future.

103/15 PUBLIC PARTICIPATION SESSION

Meeting Adjourned

Public Questions – Not on the Agenda

Mr Young stated Age Concern and the Peak Centre were experiencing transport problems. There was a proposal to acquire a small minibus which would be funded from a number of sources. He asked whether the Parish Council would be able to help by contributing to the ongoing costs of running the minibus. Cllr Croucher explained that the council budget for 2016/17 was currently being considered by the council. There was insufficient funding to purchase a vehicle for this purpose. However, it was possible to apply for a grant towards the cost and Mr Young was invited to submit a grant application form which will be considered sympathetically. It was noted that Hampshire County Council will also be approached to request support for the project.

Mr Young also raised the issue that the council currently had no representative on Age Concern. Cllr Maroney had previously undertaken this role and agreed to do so again.

Mrs Hall asked Cllr Ives in her capacity as Chair of the Millennium Centre Management Committee whether there was any third party insurance for activities booked at the centre. It was explained that this depends on the nature of the booking. The council holds public liability insurance which covers most one-off parties and general bookings. Businesses are expected to hold their own public liability insurance. The council will be able to provide a definitive answer when details of the proposed booking are received.

Public Questions – On the Agenda

None.

104/15 REPORTS FROM COUNTY & DISTRICT COUNCILLORS

Cllr Cowper had offered his apologies due to a private commitment. He had produced a report which was tabled.

Cllr Mouland and Cllr Glass had sent their apologies but had produced a report which was tabled.

Cllr Maroney stated that he had previously asked Cllr Cowper about funding for a study of parking needs in the area. He now understands that Hampshire County Council has provided funds to East Hants District Council. Cllr Maroney had asked for a copy of the terms of reference for the study and was told that one was not available. He felt this should be available so that the council can understand what the study was hoping to achieve.

Cllr Jerrard highlighted the paragraph in the District Council report concerning Refugees. This had been a big issue at a recent parish council meeting at Liss and a number of members of the public had asked what Liss council was going to do about the situation. There was not a lot parish councils can do but he felt the council should have a view on the matter and take note of the views of EHDC, Hampshire County Council and the relevant Government Agencies.

105/15 MINUTES OF COMMITTEE MEETINGS

Planning Committee

Cllr Kirby presented the minutes from meetings held on 13th July and 17th August 2015.

13th July 2015 meeting. The following were highlighted:
34 Station Road – the appeal will be decided by an exchange of written statements.
Land East of Devil's Lane – the appeal will be determined by means of a hearing.
Bohunt Park – Several councillors had attended the SDNPA Planning Committee where an extensive debate had taken place. The Committee had refused permission as the application failed to meet the required "exceptional circumstances" criteria.

Cllr Kirby advised the council that the SDNPA draft plan is out to consultation with a closing date of 28th October 2015. A copy is available to view in the Library and it will also be available in the Parish Office soon. It can also be viewed online at the SDNPA website.

17th August meeting covered an application for allotments to be moved at the Lowsley Farm site. This committee objected to this application and provided a detailed list of the reasons for the objection.

Proposed the minutes of meetings held on 13th July 2015 and 17th August 2015 be accepted.

Proposed Cllr Kirby, Seconded Cllr Maroney, unanimously agreed.

Recreation Committee

Cllr Easton reported that the meeting held on 10th August had been well attended. Matters considered included an increase in allotment rents, risk assessment and arrangements for a litter picking day which will be on 1st November 2015.

Proposed the minutes of a meeting held on 10th August 2015 be accepted.

Proposed Cllr Easton, Seconded Cllr Kirby, unanimously agreed.

Finance & Policy Committee

Cllr Jerrard reported there had been meetings on 15th July and 16th September 2015. Minutes were not yet available for the 16th September meeting. At the 15th July meeting the replacement of the office photocopier had been agreed. There was an exempt session covered the loss of cash at the Millennium Centre. The item was about the Loss of cash at the Millennium Centre and the minute read “This item was discussed and action agreed unanimously by the F and P Committee, that 2 councillors would gather the necessary level of documentary proof of this loss of cash at the LMC in order that any possible police action could succeed”. Back in March the Executive Officer was made aware of a possible loss of cash and carried out a suspension of a member of staff which is normal procedure so that an internal investigation could be carried out. Following the internal investigation, the police were notified. It is normal for there to be an internal investigation prior to informing the police so that the facts can be established. The police had stated that the claim should be covered by insurance and that the amount was small. They stated that at this stage they wanted to see if the council had more evidence before they would take further action. As noted in the minute of F&P, the council is gathering further evidence. Cllr Jerrard stated that further information has recently come to light. He wanted to brief all councils about this information and it was agreed that he would do so at the end of the formal council meeting. This would be an informal briefing for information only and no decisions would be taken.

Proposed the minutes of a meeting held on 15th July 2015 be accepted.

Proposed Cllr Jerrard, Seconded Cllr Croucher, unanimously agreed.

Liphook Millennium Centre Management Committee

Cllr Ives gave a report of the meetings held on 23rd July and 19th August 2015. It had been agreed that a children’s cinema event and a film and food event will be held. An LMC users meeting had also been held and it was hoped they will run on a quarterly basis in the future. The meeting on 19th August was an extraordinary meeting to discuss allowing the Willows Nursery to use the Canada Room for a period up to Christmas 2015. This was agreed at a substantially reduced rate to match the charge made at the Recreation Ground. The Willows are currently still awaiting an OfSTED inspection. It has been requested that the inspection also covers the Scouts & Guides halls as this would be a more suitable location.

In response to a question from Cllr Maroney about the Children’s Cinema, Cllr Ives agreed to check the position regarding any requirement for DBS checks.

Proposed the minutes of the meetings held on 23rd July and 19th August 2015 be accepted.

Proposed Cllr Ives, Seconded Cllr Jerrard, unanimously agreed.

106/15 MEMBERSHIP OF COMMITTEES

A vacancy had arisen on the planning committee following the resignation of Cllr Darling. It was agreed that councillors not present at the meeting will be asked whether they wish to serve on the planning committee.

The following changes were agreed:

LMC Committee – Cllr Hooper to join and Cllr Easton to leave.

107/15 NEIGHBOURHOOD PLAN

Cllr Croucher reported that the first public meeting had been held and the officers from SDNPA and EHDC were happy with the number of people who attended. There was some concern about the demographic profile as some groups, particularly young people were not well represented. The council has received in excess of 12 applicants to support the work of the plan. As the applicants will be involved in different projects, more will be required. People will need to be flexible and will not need to be involved throughout the entire period of the plan development. There is a deadline for application, however, it was possible for people to join at a later stage. Parish and District Councillors will also be involved.

108/15 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE

The Schedule of Accounts for June 2015, July 2015 & August 2015 were noted (copy in minute book as attachments 1). It was noted that the accounts had been examined by Cllr Maroney and the cashbook had been reconciled to bank balances. It was noted that the balances held by the bank were as follows:

June 2015

Cleared balances at the bank

Business Account	1,160.00
30 Day Account	385,694.17
Total held by the council	386,854.17

Less un-presented cheque	2,580.06
Plus receipts not cleared/banked	-201.58
Cashbook Balance	384,072.53

July 2015

Cleared balances at the bank

Business Account	1,870.60
30 Day Account	368,263.96
Total held by the council	370,134.56

Less un-presented cheque	909.77
Cashbook Balance	369,224.79

August 2015

Cleared balances at the bank

Business Account	1,000.00
30 Day Account	354,662.29
Total held by the council	355,662.29

Less un-presented cheque	1,307.28
Cashbook Balance	354,355.01

109/15 BUDGET MONITORING 2015/16

The budget monitoring statement for 2015/16 was received. It was noted that the projected outturn was for a balanced budget.

110/15 LEGAL ADVICE FROM NALC/HALC

The council had received a letter from HALC stating that that NALC was providing a scheme for larger local councils to receive all their legal and quasi-legal advice directly from them rather than through HALC. There was no information provided about how this will operate or what would be covered. The council will be automatically transferred to the NALC scheme unless the council decided to opt out of the arrangement. It was felt that insufficient information was available to make a decision at this stage. The Executive Officer was due to meet with other clerks from local councils involved in this scheme and will know more after this meeting. It was also noted that NALC will be launching the scheme in December 2015.

Cllr Maroney reminded the council that legal advice is also available through our insurers.

Proposed the council remains with the current arrangements until further information is available and therefore opts out of the proposed transfer from HALC to NALC.

Proposed Cllr Croucher, Seconded Cllr Ives, unanimously agreed.

111/15 REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES

Cllr Maroney reported that the Parish Plan consultation period ends shortly and there had been a fair amount of comments received from the public generally.

Meeting closed 8.31 pm

Chairman:

Date: