



# 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 29<sup>th</sup> FEBRUARY 2016**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL  
TOOK PLACE AT 7.30 PM IN THE PEAK CENTRE, MIDHURST  
ROAD, LIPHOOK ON MONDAY 25<sup>th</sup> JANUARY 2015**

### MINUTES

#### PRESENT:

Cllr Croucher - Chairman  
Cllr Enticknap-Green  
Cllr Hooper  
Cllr Ives  
Cllr Jerrard  
Cllr J Kirby  
Cllr Maroney  
Cllr Poole

Mr P Stanley – Executive Officer

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

#### **01/16 CHAIRMAN'S ANNOUNCEMENTS**

The chairman reminded those present of the fire exits and mobile phones. He welcomed Cllr Enticknap-Green to the meeting as a new councillor. Cllr Enticknap-Green stated that he was happy to be referred to as Cllr Green.

#### **02/16 APOLOGIES FOR ABSENCE**

Cllr Easton, Cllr Trotter.

**03/16 DISCLOSURE OF INTERESTS**  
No disclosable pecuniary interest were declared.

**04/16 MINUTES OF THE LAST MEETING**  
The minutes of the meeting held on 22<sup>nd</sup> December 2015.

Proposed Cllr Croucher, Seconded Cllr Maroney, Unanimously approved.

**05/16 MATTERS ARISING FROM THE MINUTES**  
There were no matters arising.

**06/16 PUBLIC PARTICIPATION SESSION**

**Meeting Adjourned**

**Public Questions – Not on the Agenda**

Mr Burns thanked staff of the Parish Council and Councillors for their support with the annual Carol Concert which had been a great success again in December. He gave some background to the event which started back in 1988.

**Public Questions – On the Agenda**

None.

**07/16 REPORTS FROM COUNTY & DISTRICT COUNCILLORS**

Cllr Cowper had offered his apologies and stated that he hoped to attend the meeting in March 2016. The chairman stated that Cllr Cowper was busy with Devolution matters and as the head of the district council. Cllr Cowper's report was made available to councillors and members of the public present.

Cllr Mouland presented a report on behalf of the District Councillors. District councillors will be attending a workshop to hear about the latest plans for there to be a combined authority under devolution plans. There was however, some concern that devolution would also require higher housing numbers that stated in the Local Plan.

It was noted that enforcement officers had been called to Devils Lane to inspect alleged breaches of planning regulations, including the destruction of an embankment.

A new outline application for 175 houses at Loseley Farm had been submitted as a Stage Two to approved development.

**08/16 MINUTES OF COMMITTEE MEETINGS**

**Planning Committee**

Cllr Kirby presented the minutes of a meeting held on 7<sup>th</sup> December 2015. The most significant matter had been an outline application for 36 residential units, associated open space, landscaping, access and car parking at land north of

Hartford Cottage, in Headley Road. The application was supported but some concerns were also highlighted.

Proposed Cllr Kirby, Seconded Cllr Maroney, unanimously accepted.

### **Finance & Policy Committee**

Cllr Maroney presented the minutes of a meeting dated 13<sup>th</sup> January 2016, the minutes of which were still to be approved. At the meeting, the draft budget was considered and approved for recommendation to full council. Grant applications totalling £22,100 had also been considered against a budget of £20,000. A Total of £18,500 had been allocated and £1,500 held back for small in-year grant requests. The F&P committee had also decided to be part of the sector led body for future External Audit when the Audit Commission ceases. Finally, there was an excluded session to agree staff pension arrangements under auto-enrolment.

The minutes were accepted.

#### **09/16 CHAIRMAN OF FINANCE & POLICY COMMITTEE**

Cllr Jerrard stated that he was standing for the post of Police & Crime Commissioner for Hampshire. He had therefore stepped down from all committees of the council but will attend full council when he can.

A new chairman of the Finance & Policy Committee was needed to replace Cllr Jerrard. Cllr Maroney, the existing vice-chairman was happy to become the new chairman. There were no other councillors wishing to be considered.

Proposed Cllr Croucher, Seconded Cllr Ives, Unanimously agreed that Cllr Maroney be the new Chairman of the Finance & Policy Committee.

#### **10/16 COMMITTEE MEMBERSHIP**

Cllr Green expressed a wish to be a member of the Recreation Committee. Cllr Maroney volunteered to go onto the LMC Management Committee.

Proposed Cllr Croucher, Seconded Cllr Kirby, Unanimously approved.

#### **11/16 BUDGET & PRECEPT 2016/17**

Cllr Maroney presented the budget and precept as recommended by the Finance & Policy Committee.

The precept is recommended as £294,548, a precept support grant of £11,731 and a gross budget of £391,939. The resulting precept is £75.17 per Band D equivalent property.

Proposed the budget and precept as outlined be approved.

Proposed Cllr Maroney, Seconded Cllr Croucher, Unanimously approved.

**12/16 BUDGET MONITORING 2015/16**

Cllr Maroney presented the 2015/16 budget monitoring statement for the period April 2015 to December 2015. This shows a projected underspend of £13,830. The main reason for this underspend is the delay in recruiting staff to vacant posts. The budget monitoring statement was noted.

**13/16 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE**

The Schedule of Accounts for December 2015 was 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:

**December 2015**

**Cleared balances at the bank**

Business Account	1,001.00
30 Day Account	288,888.35
Total held by the council	289,889.35
Less un-presented cheque	2,848.51
Cashbook Balance	287,040.84

**14/16 NEIGHBOURHOOD PLAN**

Cllr Croucher stated that following his approach, Cllr Garnett had agreed to be the Chairman of the Neighbourhood Plan Group. Her background was ideally suited to undertaking this role. However, as it is a significant commitment, Cllr Garnett would not be able to serve on any other committees. Cllr Garnett will shortly be meeting with lead staff at EHDC and will also meet representatives from local councils currently undertaking neighbourhood plans.

In response to questions, it was confirmed that meetings will be open to the public, although they may be at different times of the day. Notes of meeting will be available on a dedicated section of the council website.

**15/16 REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES**

Cllr Maroney reported that the Parish Plan was now finished. He now wanted the Council to consider this at a meeting of the Finance & Policy Committee. It was likely that an extraordinary meeting will be convened to discuss this and other matters, and he will work with the Executive Officer on this.

Meeting closed 8.00 pm

Chairman:

Date: