



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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PARISH COUNCIL MEETING

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL
AT THE NEXT MEETING**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL
TOOK PLACE AT 7.30 PM IN THE PEAK CENTRE, MIDHURST
ROAD, LIPHOOK ON MONDAY 29th FEBRUARY 2016**

MINUTES

PRESENT:

Cllr Croucher - Chairman
Cllr Easton
Cllr Garnett
Cllr Ives
Cllr Jerrard
Cllr J Kirby
Cllr Maroney
Cllr Poole
Cllr Trotter

Mr P Stanley – Executive Officer

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

16/16 CHAIRMAN'S ANNOUNCEMENTS

The chairman reminded those present of the fire exits and mobile phones.

17/16 APOLOGIES FOR ABSENCE

Cllr Jourdan.

18/16 DISCLOSURE OF INTERESTS

No disclosable pecuniary interest were declared. Cllr Maroney stated that he and two other councillors had an interest in the Parish Plan and would therefore not vote on item 25/16 to do with the adoption of the Parish Plan.

19/16 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 25th January 2016.

Proposed Cllr Croucher, Seconded Cllr Trotter, Unanimously approved.

20/16 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

21/16 PUBLIC PARTICIPATION SESSION

Meeting Adjourned

Public Questions – Not on the Agenda

Mr Young asked why the item that allows the public to consider items on the agenda is not at the end of the meeting. Although the public participation session can be held at any stage of the meeting, it is felt appropriate to hold it early in the meeting so that members of the public do not have to sit through the whole meeting if they simply wish to ask a question and then leave.

Mr Young asked why there were no planning minutes on the website this year. Cllr Kirby stated that the committee clerk had been on long term sick leave. She had done the minutes of the February meeting and was about to start the minutes of the January meeting from the committee clerks notes. Once completed, they will be placed on the parish website.

Mr Young stated that there had been no recent update on the Neighbourhood Plan on the website. There was an update of the neighbourhood plan on the agenda as minute 27/16.

Public Questions – On the Agenda

None.

22/16 REPORTS FROM COUNTY & DISTRICT COUNCILLORS

Cllr Cowper had offered his apologies but was planning to attend the Annual Parish Meeting on 21st March 2016.

Cllr Glass read the report from District Councillors. The items covered included Council Tax, Community Infrastructure Levy, Allocations Plan, S106 Contributions and litter picking. It was stated that there would be a meeting between the parish council and EHDC concerning S106 agreement money on 3rd March 2016.

Cllr Easton was concerned that the council had not had an opportunity to debate the spending priorities prior to this meeting. Cllr Croucher stated that an informal meeting will be held at the end of the current meeting to look at this matter.

In answer to a question from Cllr Garnett, Cllr Glass stated that S106 funding was available to spend under specific headings such as Open Spaces or Environmental Improvements. Cllr Glass also stated that any funding remaining for affordable housing would be spent on areas adjacent to the Liphook. It was also confirmed following a question, that the Community Infrastructure Levy (CIL) would be 15% but rise to 25% once the Neighbourhood Plan was in place.

It was stated that the graffiti on the A3 underpass was the responsibility of Hampshire County Council and they were aware of the problem.

There was a discussion about the need for a relief road in view of the additional houses in the area. Cllr Croucher argued that this could be an access road that was made wider to take additional traffic. Cllr Glass stated that the EHDC had received no proposal for a relief road.

23/16 MINUTES OF COMMITTEE MEETINGS

Finance & Policy Committee

Adoption of the minutes for the meeting held on 17th February 2016. Proposed Cllr Maroney, Seconded Cllr Croucher, unanimously approved.

Arising from the draft minutes a number of points were clarified.

It had been confirmed that the council will apply to “Opt to Tax” from 1st April 2016. This will allow Capital works to commence. The LMC Committee will decide the priorities for the work and how and when they are implemented. Invoices will show VAT for any booking after 1st April 2016 and any existing will need to be re-issued. The LMC Committee will decide which new booking will have VAT added in addition to the existing fees and which will be regarded as VAT inclusive. The policy will need to be non-discriminatory. A review of the fees structure will be carried out as soon as possible. There will be a short term cost to the council where charges are regarded as VAT inclusive until the new fees structure is in place.

Recreation Committee

Adoption of the minutes for the meeting held on 8th February 2016. Proposed Cllr Easton, Seconded Cllr Kirby, unanimously approved.

It was agreed that letters of congratulations would be sent to the winners of the sports awards.

LMC Management Committee

Adoption of the minutes for the meeting held on 21st January 2016. Proposed Cllr Ives, Seconded Cllr Croucher, unanimously approved.

24/16 INTERIM AUDIT REPORT

The report covered Office Staffing, VAT Registration, LMC Refurbishment, “Opt to Tax” and Subcommittee minutes. This report had also been considered by the Finance & Policy Committee. Cllr Ives believed that the statement “quite a few regular hirers would be able to get VAT free room hire” was not correct. Cllr Maroney emphasised that need to recruit staff as capacity of the existing staffing was overstretched. The report was duly noted.

25/16 PARISH PLAN

Cllr Maroney explained the process followed in preparing the Parish Plan. It was a live document and would be monitored and updated as necessary. The sections of the action plan were explained.

Cllr Garnett stated that she had been very impressed with the plan and felt it should be adopted and implemented as soon as possible. In answer to a question, Cllr Maroney stated the Parish Plan was written so that sections could easily be transferrable to the Neighbourhood Plan. Cllr Ives was concerned about the resource implications of adopting the plan and the possibility of adopting the plan and then not being able to make much progress.

It was suggested that the wording be changed to reflect the possible resource constrains. Cllr Maroney having consulted some of the steering group agreed to this proposal. The Chairman summed up and proposed the following wording:

“The Parish Council will adopt the Parish Plan subject to available funds and availability of the necessary staff and volunteers”

Proposed Cllr Croucher, Seconded Cllr Jerrard, unanimously agreed.

The Council wished to thank all those involved in preparing the Parish Plan. The following people were involved in various roles:

Cllr Trevor Maroney, Robin Young, Cllr Jackie Poole, Tony Rudgard, Phil Jordan, Andrew Pope, Dr John Tough, Cllr Jeanette Kirby, Lee Stewart, Sarah Frankland, Simon Cooper, Adrian Bird, Antoinette Afrikian, Carole Holmes, Colin Osborne, Eve Hope, Margit Beavon, Martin Feast, Mukund Patel, Peter Williamson.

26/16 RELOCATION OF THE HASKELL CENTRE

Cllr Maroney stated that a working party had been established but that no terms of reference had been given to the group. He had drafted some terms of reference that had been considered at a recent meeting of the Finance & Policy committee. Cllr Jerrard stated that he was not generally in favour of appointing consultants and that this work could be done by the Deputy Executive Officer when appointed. The Executive Officer felt that some input from the consultant offered by EHDC would help to kick start the process. It was agreed that as the working party was established by the full council, this is the body to which it should report, although Finance & Policy may need to get involved in any resource implications.

Proposed the terms of reference as presented be adopted. Proposed Cllr Croucher, Seconded Cllr Maroney, unanimously approved.

27/16 NEIGHBOURHOOD PLAN

Cllr Garnett introduced herself and explained her background. As the chair of the Steering Group, this will be a very time consuming activity and as such, she has not been appointed to any other committee of the council. Cllr Garnett was still awaiting a response to her letter to the Monitoring Officer at EHDC and was reluctant to start until this had been resolved. District councillors present agreed to look into this and progress the matter.

28/16 REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES

Cllr Ives reported that the Youth Club had now recommenced with a new management committee. There were 14 members and it meets every other week.

Cllr Maroney had attended a meeting of Age Concern and was pleased to see that the minibus had been purchased.

Meeting closed 9.25 pm

Chairman:

Date: