



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

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THE PARISH OFFICE  
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**YOU ARE HEREBY SUMMONED TO A MEETING OF THE LIPHOOK MILLENNIUM CENTRE MANAGEMENT COMMITTEE ON THURSDAY 19<sup>th</sup> JANUARY 2017 AT 7.30PM IN THE CANADA ROOM, LIPHOOK MILLENNIUM CENTRE, ONTARIO WAY, LIPHOOK.**

MELANIE KITE  
DEPUTY EXECUTIVE OFFICER

13 JANUARY 2017

## AGENDA

1. **CHAIRPERSON'S ANNOUNCEMENTS**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF INTEREST**

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter.

4. **MINUTES OF THE MEETING**  
To approve the minutes of the meeting held on the 17<sup>th</sup> November 2016. (**Appendix 1**)
5. **MATTERS ARISING – For Information Only**  
To consider matters arising from the meeting.

**6. PUBLIC PARTICIPATION SESSION**

Adjournment of the meeting for public questions

Public Questions

Adjournment of the meeting for questions with respect to items not on the agenda, but relating to Liphook Millennium Centre matters for which the Committee have responsibility.

Public Participation

To allow members of the public to address the Committee about business on the agenda, but relating to Liphook Millennium Centre matters for which the Committee have responsibility, at the discretion of the Chairman.

Meeting re-convened.

**7. REPORT ON ACTIVITY AT THE MILLENNIUM CENTRE  
(Appendix 2)**

**8. LMC OPENING HOURS**

To discuss and agree the hours for when the Millennium Centre should have a member of staff in attendance.

**9. CAPITAL WORKS**

To confirm the members of the working party and set a date for the next meeting.

**10. REFURBISHMENT OF THE FIRST FLOOR**

To consider reviving the plans and proceeding with obtaining quotations for the refurbishment of the first floor storage rooms into meeting rooms.

**11. PLANS FOR THE SIDE ENTRANCE**

To discuss possible surfaces and landscaping of the outside area adjacent to the old Police Station.

**12. RISK ASSESSMENT**

To nominate a Councillor and Officer to carry out a risk assessment, as per attached schedule of the LMC. (Appendix 3)

**13. BUDGET MONITORING**

To receive the budget monitoring statement for the period to end November 2016.  
(Appendix 4)

**14. EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS** The Motion: "In accordance with the provisions of section 1(2) of the Public Bodies (admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted"

The excluded session is for an update on personnel matters.