



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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FINANCE & POLICY COMMITTEE

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL
AT THE NEXT MEETING ON 13th SEPTEMBER 2017**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL
FINANCE AND POLICY COMMITTEE TOOK PLACE AT 7.30 PM IN
THE HASKELL CENTRE, MIDHURST ROAD, LIPHOOK ON
WEDNESDAY 12th JULY 2017.**

MINUTES

PRESENT:

Cllr Green (Part)
Cllr Ives
Cllr Jerrard
Cllr Jourdan
Cllr Kirby
Cllr Easton
Mr P Stanley – Executive Officer

There were no members of the public and one member of the press.

44/17 CHAIRMAN'S ANNOUNCEMENTS

The chairman welcomed those present to the meeting, explained where the fire exits were and asked that mobiles be switched to silent.

45/17 APOLOGIES FOR ABSENCE

None.

46/17 DISCLOSURE OF INTERESTS

No interests were declared.

47/17 APPOINTMENT OF A VICE CHAIRMAN

It was proposed that Cllr Easton be appointed as Vice Chairman.

Proposed Cllr Ives, Seconded Cllr Jerrard, unanimously agreed.

48/17 MINUTES OF PREVIOUS MEETINGS

The minutes of the meeting held on 10th May 2017 were approved subject to the inclusion of the Executive officer on the list of attendees.

Proposed Cllr Jordan Seconded Cllr Kirby 3 in favour two abstain as they did not attend the previous meeting.

Cllr Green joined the meeting

49/17 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

50/17 PUBLIC PARTICIPATION SESSION

Meeting adjourned

No members of the public were in attendance.

Meeting Reconvened

51/17 NEIGHBOURHOOD DEVELOPMENT PLAN BUDGET MONITORING

It was noted that a sum of £11,156.46 had been spent to date. This sum included £6,062.94 paid to FERIA Urbanism for the consultancy work, which was as per their estimated cost. It was noted that there is a monthly mobile phone cost and if this phone is not used for the NDP it could be reallocated to the ground staff who have a pay as you go phone. Cllr Ives agreed to speak with Cllr Winfield to establish the position. The budget monitoring statement was noted.

52/17 BUDGET 2018/19

The first draft budget for 2018/19 was considered. Cllr Jourdan explained that the budget will go to each committee so that they can make suggested amendments which will then be further considered by Finance & Policy Committee in September. The final budget and precept will be approved by Full Council in January 2018.

Cllr Easton asked whether the cost of the new bridge at Radford Park had been included. The Executive Officer stated that it was not at present. The cost of the bridge will be funded from Earmarked Reserves and if approved by the Recreation Committee will then be included in the budget.

Proposed that the draft budget 2018/19 be approved.

Proposed Cllr Jourdan, Seconded Cllr Kirby all in favour.

53/17 HIGHWAYS COMMUNITY FUNDED PROJECTS

The scheme run by Hampshire County Council(HCC) provides for small highways projects to be funded by public bodies and groups but project managed by HCC. At the last meeting of Finance & Policy Committee, Cllr Garnett had provided details of the scheme and asked that a scheme to provide an additional passing place in Woolmer Lane be considered.

Cllr Jourdan explained that there was no funding in the current year budget for this type of scheme and noted that the charges and fees were very high. Any scheme agreed would also be subject to ongoing maintenance costs. It was felt that any scheme considered should benefit the whole parish and there were many examples of other roads that would benefit from additional passing places. For this reason it was agreed that a scheme for Woolmer Lane would not be pursued.

The committee welcomed the scheme and felt that speed and road signage may be a better option for future consideration should the need arise. No further action will be taken but the committee would consider future proposals if they benefit the whole community and there is funding within the budget.

54/17 AUTHORISED SIGNATORIES

The current signatories are Cllr Croucher, Cllr Ives, Cllr Jerrard and Cllr Kirby. Cllr Croucher is also the administrator for the account and approves new signatories. It was agreed that Cllr Jourdan should also be a signatory. At present only Cllr Croucher and Cllr Jerrard can authorise online payments such as payroll and this often causes problems when they are away on holiday. It was planned to move from cheque payments to electronic payments. This can only happen once there are four councillors authorised to make electronic payments. It was agreed that Cllr Ives should take over the administrator role now that Cllr Croucher is not a member of Finance and Policy Committee. However, he will need to remain administrator until all the signatories are setup and given authority to agree online payments. He can then be removed from the list of signatories and Cllr Ives take over.

It was agreed that signatories will be Cllr Ives, Cllr Jerrard Cllr Jourdan and Cllr Kirby. Cllr Croucher will remain a signatory until he has setup all signatories and passed the administration to Cllr Ives. Cllr Ives will then remove him as a signatory.

55/17 NOTICE BOARDS AT BRAMSHOTT

Following a request from Bramshott Open Gardens for a joint notice board, full council gave general support to having a joint board. This matter was then referred to Finance & Policy Committee to consider funding and the possible replacement of all parish noticeboards. The notice board at the Haskell Centre was new but other boards at Conford, Bramshott and Passfield were in poor condition. Cllr Ives asked that the board at the Millennium Centre also be included and this was agreed. The options of having a recycled plastic board, a wooden board and a metallic board like the one at the Haskell Centre was discussed. It was noted that boards could cost up to £1000 each but it was hoped that a cheaper option could be found. The Executive

Officer was asked to seek designs in wood, plastic and metal and some prices for consideration at the next meeting in September.

56/17 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

Proposed Cllr Jourdan, Seconded Cllr Ives, unanimously approved.