



# 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 THE 27th NOVEMBER 2017.**

**A MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL TOOK PLACE AT 7.30PM IN THE PEAK CENTRE, MIDHURST ROAD, LIPHOOK ON MONDAY 30th OCTOBER 2017.**

### MINUTES

#### PRESENT

Cllr Croucher  
Cllr Easton  
Cllr Enticknap-Green  
Cllr Ives – Chairman  
Cllr Jerrard  
Cllr Jourdan  
Cllr Kirby  
Cllr Poole  
Cllr Trotter  
Cllr Winfield

Mrs D Meek – Deputy Executive Officer

Eight members of the public, two District Councillors and the Press were in attendance.

#### 125/17 CHAIRMAN'S ANNOUNCEMENTS

The Chairman pointed out the fire exits and reminded those present about use of mobile phones.

The Chairman welcomed the new Deputy Executive Officer.

The Chairman expressed thanks on behalf of the Council to Karen Feeney, Chair of the Carnival Committee, for the successful Carnival.

The Chairman advised that the South Downs Local Plan is out for final consultation. Anyone can comment on the Plan and comments must be submitted by 21<sup>st</sup> November.

The Chairman reminded Councillors that they should be using their Councillor email addresses and requested any Councillors who are having a problem receiving emails to please let her know.

**126/17 APOLOGIES FOR ABSENCE**

Cllr Berry and Cllr Garnett

**127/17 DISCLOSURE OF INTERESTS**

There were none.

**128/17 MINUTES OF LAST MEETING**

The minutes of the meeting held on 25th September 2017 were approved and signed. Proposed Cllr Ives, seconded Cllr Trotter, all in favour.

**129/17 MATTERS ARISING FROM THE MINUTES**

Min. 109/17 – Cllr Ives reported that, subsequent to the request to Councillors to check that their Disclosure forms were correct and up to date, Cllr Garnett has forwarded to the Chairman and Deputy Executive Officer appropriate evidence regarding dispensation received from the Monitoring Officer for her address.

Min. 114/17 – Cllr Ives reported that, following Cllr Jerrard's stating that District Councillor Mouland had been to the parish office following the September Planning Committee meeting in order to ask for the minutes to be changed, she had spoken to both Cllr Mouland and Ms Kite. They had both confirmed that no request had been made to change the minutes but that Cllr Mouland had only asked what the minutes were going to say.

**130/17 PUBLIC PARTICIPATION SESSION**

Meeting Adjourned

**Public Questions - Items not on the Agenda**

A representative from the Bowls Club advised that they have received an invoice from the Council for £375 for licence fee and ground rent which they have never received before. They also pay HCC a licence fee and queried why they were invoiced by the Council as well. The Chairman advised that this matter will be looked into and requested him to leave his contact details.

**Public Participation – Items on the Agenda**

There were none.

Meeting reconvened.

**131/17 REPORT FROM DISTRICT COUNCILLORS**

Cllr Glass read the report from the District Councillors.

The traffic survey of the roads through Liphook will begin during November.

The Boundary Commission Review is underway. The Commission have published an interim report which has favoured the retention of the multi-member warding in Bramshott and Liphook.

The results of the call for SHLAA sites by EHDC have been brought to the Development Policy and Affordable Housing Panel, the Agenda for which has been published on the website and contains the list of sites.

Tony Rudgard has arrived home and sends his very best wishes to everyone here this evening.

Cllr Kirby advised that she had been unable to find the SHLAA sites list. Cllr Glass clarified that it was on the agenda for the last meeting. Following a question from Cllr Ives, Cllr Glass advised that the traffic survey will be conducted over approximately 6 weeks. In response to a question from a member of the public, Cllr Glass stated that the stance that the District Council takes is that it is up to each individual District Councillor to make their own submission to the Boundary Commission but as far as this ward was concerned, they were happy for it to remain as it is at the moment.

No report was received from the County Councillor.

**132/17**

## **MINUTES OF COMMITTEE MEETINGS**

### **Planning Committee**

Cllr Jerrard advised that there are sometimes planning applications which are received too late for the Planning Committee agenda but for which an extension cannot be obtained. He believes that every application should be dealt with in the same way and that the Council needs a policy for how to deal with such applications. It was agreed to discuss this matter at the next Council meeting.

Cllr Green left the meeting at this point.

Adoption of the Minutes from the meeting held on 11<sup>th</sup> September 2017.

Proposed Cllr Jerrard, Seconded Cllr Poole, all in favour.

Adoption of the Minutes from the meeting held on 16<sup>th</sup> October 2017.

Proposed Cllr Trotter, Seconded Cllr Jerrard, all in favour.

### **Recreation Committee**

Cllr Trotter introduced the meeting. Cllr Croucher referred to the Radford Park bridge and enquired why the other bridge at the Park does not have hand rails and whether it is part of the investigation by HCC. Cllr Trotter replied that it was not. Cllrs Ives and Kirby suggested that all bridges at the Park should be looked at.

Adoption of the Minutes from the meeting held on 2<sup>nd</sup> October 2017.

Proposed Cllr Trotter, Seconded Cllr Kirby, all in favour.

- 133/17 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F & P COMMITTEE**  
The Schedule of Accounts for September 2017 were noted and approved (copy in Minute Book as Attachment 1).
- Cllr Kirby had checked the bank reconciliation against the original bank statements for September 2017.
- 134/17 BUDGET MONITORING STATEMENT**  
The Budget Monitoring Statement for September 2017 was noted.
- 135/17 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**  
Cllr Winfield, Chair of the Steering Group, ran through the report that had been provided to Councillors. She advised that members of the Group are working hard towards the Design Forum which is being held on Wednesday and Thursday of this week. She expressed her thanks to Mrs Sosin for the administration support that she has provided.
- 136/17 BENCHES ON THE BERG ESTATE**  
Cllr Glass confirmed that the £1,000 grant is still available for the benches but that this would not cover the total cost and additional funds would therefore be needed.
- Cllr Ives advised that there is just over £179,000 available in Developers Contributions for open space and recreation and suggested that some of this could be used to provide the additional funding. Cllr Kirby stated that the Council has a duty to use this money wisely and that there are many other projects for which the money could be used and which would benefit more of the community.
- After discussion it was decided to ask the residents whether they are willing to contribute to the cost of the benches and to also apply for a Parish Council grant. It was therefore agreed to defer the decision regarding using Developers Contributions pending the outcome of these actions. Proposed Cllr Ives, Seconded Cllr Croucher, all in favour.
- 137/17 ELECTORAL REVIEW OF EAST HAMPSHIRE**  
It was proposed by Cllr Croucher that the Council submit the same response as previously, i.e. that the Council would like to have single member wards. This was seconded by Cllr Kirby and unanimously agreed.
- Cllr Croucher pointed out that comments can also be submitted by individuals. Cllr Jerrard requested that it be minuted that he finds the increase in multi member wards to be an extremely serious attack on local democracy.
- 138/17 DRUG AND ALCOHOL MISUSE POLICY**  
A draft policy had been circulated with the Agenda. Cllr Easton advised that this was a new policy for the Council. It was agreed to adopt this policy. Proposed Cllr Easton, seconded Cllr Croucher, all in favour.
- 139/17 SUSTAINABILITY POLICY**  
A draft policy had been circulated with the Agenda. Cllr Easton advised that this was a new policy for the Council and that the draft had been tailored to BLPC. It was agreed to adopt this policy. Proposed Cllr Easton, seconded Cllr Croucher, all in favour.

**140/17 TO RECEIVE A REPORT FROM THE COUNCIL POLICIES WORKING PARTY**

It was noted that the Standing Orders, Financial Regulations and Member Officer Protocol were still awaiting review by the Working Party.

**141/17 TO APPOINT AN ADDITIONAL MEMBER TO THE COUNCIL POLICIES WORKING PARTY**

Cllr Ives proposed that an additional member be appointed to the Working Party in order to facilitate the completion of the outstanding policy reviews and stated that she would be happy to serve on this group. It was agreed that Cllr Ives be appointed to the Working Party. Proposed Cllr Ives, seconded Cllr Easton, all in favour.

**142/17 PLANNING COMMITTEE**

It was agreed that Cllrs Croucher and Kirby be appointed to the Planning Committee. Proposed Cllr Ives, seconded Cllr Poole, all in favour.

**143/17 REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES**

Cllr Easton reported that she has been struggling to attend the Village Hall Management Committee meetings due to the dates being re-arranged.

Cllr Jourdan requested that Mr Robin Young provide a report for Age Concern as she had been unable to attend the meeting. Mr Young reported that Age Concern is producing a new directory which will be out in January. The Christmas party will be held on 23 November. The mini bus is working well.

Cllr Ives reported that she had attended an S106 briefing with EHDC. They had outlined a new process for applying for funds. From January, the Council will be notified on a regular basis of the amount available and expiry date.

Cllrs Ives, Kirby and Croucher had attended a Community Forum meeting. The Council's application for S106 funding for the Radford Park bridge was not discussed at the Forum as the amount applied for is over £50,000 so, in accordance with the new approval process, this will be discussed at a Cabinet meeting.

Meeting closed at 8.55 pm

Signed:  
Chairman

Date: