



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

[www.bramshottandliphook-pc.gov.uk](http://www.bramshottandliphook-pc.gov.uk)

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## PARISH COUNCIL MEETING

**A MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL TOOK PLACE  
AT 7.30PM IN THE MILLENNIUM CENTRE, LIPHOOK ON TUESDAY 29<sup>TH</sup>  
JANUARY 2018**

### MINUTES

#### PRESENT

Cllr Easton  
Cllr Croucher  
Cllr Garnett  
Cllr Ives – Chairman  
Cllr Jerrard  
Cllr Jourdan  
Cllr Kirby  
Cllr Poole  
Cllr Trotter  
Cllr Winfield

Mrs Joanna Cadman – Locum Executive Officer

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

#### 177/17 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed everyone to this new venue for Parish Council meetings, pointed out the fire exits and reminded those present about use of mobile phones.

The Chairman advised a change in the agenda, that the agenda item dealing with the Neighbourhood Plan Steering Group update would be moved to after Matters Arising..

The Chairman advised that local resident, Olivia Breen, had been awarded Disability Sport Wales Female Athlete of the Year.

**178/17 APOLOGIES FOR ABSENCE**

None had been received.

**179/17 DISCLOSURE OF INTERESTS**

There were none.

**180/17 MINUTES OF LAST MEETING**

The minutes of the meeting held on 19<sup>th</sup> December 2017 were approved and signed. Proposed Cllr Ives, seconded Cllr Kirby, seven members in favour, three abstentions.

**181/17 MATTERS ARISING FROM THE MINUTES**

Tree Surgery: Members noted that the additional outlay of £5,365 has been taken from earmarked reserves, rather than unallocated reserves as previously reported.

**182/17 CO-OPTION OF COUNCILLOR**

Jessica Taplin introduced herself and advised that she had moved to Liphook eighteen months ago, as she was seeking a community where she could raise her children and get involved. She is currently Chief Executive with v.inspired and serves on the UK board for Neighbourhood Watch.

Members agreed that Ms Taplin should be co-opted onto the Council.

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

**183/17 PUBLIC PARTICIPATION SESSION**

Meeting Adjourned

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

183/17.1: A member of the public asked if there was any control on the colour that buildings in The Square can be painted. Cllr Glass confirmed that there was no control, even if the building was in a conservation area, which dealt more with style and appearance

183/17.2: Mr Young asked when the Parish Council were made aware that HDC were drawing up a new Local Plan and was advised that there had been a briefing the week before last. Cllr Ives advised that the Neighbourhood Plan will have to be revisited. EHDC have requested a meeting with the Steering Group and will meet with each separately, as each Neighbourhood Plan is at a different stage.

**Public Participation – Items on the Agenda**

No matters were raised.

Meeting reconvened.

**188/17 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

Chantal Foo (Vice Chair and Acting Chair of the Steering Group) read the Steering Group report.

Cllr Winfield stated that members of the Steering Group are skilled and hard working volunteers, and had been deeply alarmed by the actions of Cllr Jerrard, who, in her opinion, had been disruptive of the last meeting and effectively prevented the exempt session from going ahead, as he insisted on attending. The exempt session had been essential to

formulate the ongoing plans for the steering group and legal advice is clear, that councillors who are not on a committee cannot attend an exempt session unless invited.

Cllr Ives regretted that the Steering Group had not been able to complete their business, in particular the intended discussion about the appointment of a new Chairman, which she hoped they would be able to do shortly. She is very impressed by all that the Group is doing and recorded her thanks.

Cllr Jerrard considered that the Steering Group worked in partnership with the Parish Council and councillors should not be excluded from their meetings without good reason. Cllr Winfield pointed out that, although it is rare for NDP steering group meetings to be open to the public, this group had always held its meetings in public and councillors were welcome, except to exempt sessions.

Cllr Kirby said that the Parish Council had given the Steering Group its trust in preparing the Neighbourhood Plan and, in her opinion, Cllr Jerrard's actions had shown mistrust.

Cllr Easton pointed out that attendance at exempt sessions was not covered in the Parish Council's standing orders. Cllr Ives advised that this is not necessary, the Council was guided by the advice given by its officers and by legal advice on this matter.

**184/17**

## **REPORT FROM DISTRICT COUNCILLORS**

### **East Hants District Council**

Cllr Glass read the report from the District Councillors.

*Local Plan:* All planning authorities are now required by Government to review their Local Plans every five years, in order to stay compliant. For this reason, EHDC, whose Joint Core Strategy with the South Downs National Park was adopted in 2014, has embarked upon a review of the Plan, with a view to having a draft Local Plan in an advanced state of preparation by May 2019, when the current plan will be deemed to be out of date.

EHDC Planning department have run briefing sessions for District Councillors, Parish and Town Councils and Neighbourhood Plan groups, to inform them of the process which is being undertaken.

*Sports Awards:* Roger Black will act as compere at the EHDC Sports Awards which take place on the 15<sup>th</sup> February at Old Thorns.

*OSU site:* this is due to be completed fairly soon, with the first tenants to move in in the Spring.

*Atkins study:* this has now been completed and the first draft is being prepared. It will not be published for several weeks.

The Planning Portal was currently down, Cllr Glass accepted that it would have been helpful if a re-direction had been placed on the main site to allow comments to be made and passed on. She advised that the planning meeting due to take place on the 1<sup>st</sup> February will now take place on the 12<sup>th</sup> February, to allow for late comments.

Cllr Jerrard reminded Cllr Glass of his comment that, in the case of Lawful Development Certificates, neighbours are not notified and, in his view, should be.

#### **Hampshire County Council**

No report had been received.

**185/17**

### **MINUTES OF COMMITTEE MEETINGS**

#### **Planning Committee**

Cllr Jerrard said how helpful it was to have Cllr Kirby and Cllr Croucher back on the Planning Committee, and their input to the discussions.

Adoption of the minutes from the meeting held on 8<sup>th</sup> January 2018  
Proposed by Cllr Jerrard, Seconded by Cllr Trotter, all in favour.

#### **Finance and Policy Committee**

Cllr Jourdan drew members' attention to the Grants agreed at the last committee meeting and recorded in the minutes. It had been agreed to retain a portion of the allocated grant money as it was hoped to encourage more sports groups to apply.

Adoption of the minutes from the meeting held on 10<sup>th</sup> January 2018  
Proposed by Cllr Jourdan, Seconded by Cllr Poole, all in favour.

#### **LMC Management Committee**

The LMC committee have agreed to purchase new computers, to a total cost of £2,000. The committee agreed to take the first £1,000 from the LMC Equipment Purchases budget and request Council's approval to take the balance (up to £1,000) from General Reserves. Members agreed to part fund the purchase of new computers from General Reserves, up to an outlay of £1,000.  
Proposed by Cllr Kirby, Seconded by Cllr Ives, all in favour.

Adoption of the minutes from the meeting held on 18<sup>th</sup> January 2018  
Proposed by Cllr Ives, Seconded by Cllr Kirby, all in favour

**186/17**

### **BUDGET MONITORING STATEMENT**

Members received and noted the budget monitoring statement for the period to end of November 2017.

**187/17**

### **BUDGET FOR 2018/19 AND PRECEPT REQUEST**

Members received the budget summary and proposed precept request for 2018/19.

Cllr Ives advised that the budget had been looked at in very great detail, with the assistance of DCK Accounting Solutions, to ensure that the taxpayer is getting value for money from the Parish Council. Her full report is attached as **Appendix 1**.

Members discussed Developers Contributions, which will be used to achieve some of the

planned projects in the parish, including the bridge at Radford Park. It was noted that the amount of the contributions had been agreed, but agreed to seek clarification on the timescale to draw these down.

Members noted the budget and reserves for the Neighbourhood Development Plan, which would return to unallocated reserves if they are not required in full.

Members agreed a precept request of £336,246. Due to an increase in the tax base, the cost to the taxpayer remains at £85.41 per Band D equivalent.

Proposed by Cllr Ives, Seconded by Cllr Croucher, all in favour.

**189/17**

**BENCHES**

Cllr Kirby advised that the car parking area at the recreation ground had been extended recently, creating an access to a quiet grassed area, away from the playground. She wished to place one picnic bench and two benches, all made of recycled plastic, in this area, at a total cost of up to £2,000, to be met from Developers Contributions.

Proposed by Cllr Kirby, Seconded by Cllr Croucher, all in favour.

**190/17:**

**REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES**

There were none.

The meeting closed at 8.32pm

Signed:  
Chairman

Date: