



BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

Mr P J STANLEY
EXECUTIVE OFFICER
Tel: 01428 722988
Fax: 01428 727335
e-mail : council@bramshottandliphook-pc.gov.uk

THE PARISH OFFICE
HASKELL CENTRE
MIDHURST ROAD
LIPHOOK
HAMPSHIRE GU30 7TN

PARISH COUNCIL MEETING

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE
NEXT MEETING ON THE 26th NOVEMBER 2018**

**A MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL TOOK PLACE
AT 7.30PM IN THE MILLENNIUM CENTRE, LIPHOOK ON MONDAY 29th
OCTOBER 2018**

MINUTES

PRESENT

Cllr Croucher
Cllr Easton
Cllr Garnett
Cllr Jerrard
Cllr Jourdan
Cllr Kirby
Cllr Poole
Cllr Rowson
Cllr Trotter

Mr P Stanley - Executive Officer

3 District Councillors, 7 members of the public and the Press were in attendance.

81/18 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off, and advised that the meeting would be recorded for the purposes of the minutes. He pointed out the fire escape routes. He welcomed Cllr Rowson as a new councillor following the recent election and stated that a further election will be held to fill the second vacant position.

82/18 APOLOGIES FOR ABSENCE
No apologies were received.

83/18 DISCLOSURE OF INTERESTS
There were none.

84/18 MINUTES OF LAST MEETING
Members approved the minutes of the Parish Council meeting held 24th September 2018 and the exempt minutes of meetings held on 30th July 2018 and 21st August 2018.
Proposed by Cllr Croucher, Seconded by Cllr Kirby, all in favour

85/18 MATTERS ARISING
None.

86/18 PUBLIC PARTICIPATION SESSION
Meeting adjourned

Public Questions – items not on the agenda

Mr Young asked why the Carol Concert had been cancelled this year. It was stated that the council had received a letter from Mr Burns which had been posted on the council website.

Mrs Moore asked if the council were aware of the traffic lights on the station bridge which was causing congestion and no work was being done. It was noted that the traffic control was Hampshire County Council but the work on the bridge is likely to be the Rail Network.

Mr Futchter asked why the council was appointing a Facilities Manager post when there are already 11 full and part-time staff. Cllr Croucher stated this was a long-standing vacancy to support the LMC and to undertake maintenance work that should reduce maintenance costs in the future.

Mr Robinson asked why the council had still not installed defibrillators following approval in 2012, 2016 and 2018. It was stated that three BT phone boxes had now been purchased by the council and would be used to house them. Cllr Jerrard reminded councillors that at the last council meeting, it had been agreed to draw up a list of where the current defibrillators are, to identify areas that are not currently covered. Some are not available to the public.

Public Questions – items on the agenda

No questions were raised.

Meeting re-convened.

87/18 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

East Hants District Council

Cllr Glass presented the report from District Councillors covering the following areas:

Leaf Lifting - starting in the local area.

Volunteer Awards – Annual awards to be held at Old Thorns on 8th November 2018.

Get East Hants Working Apprenticeship Scheme – supporting four new apprentices in local business.

Partners Magazine – Free parking voucher for January parking in Petersfield and Alton.

Minibus from Conford to Bohunt School – Service starts from 30th October 2018.

Local Plan Review – Local members across the District outside of the SDNP have been asked for information on any sites that have come forward. Members of Parish Councils and Local Neighbourhood Development Plan groups have been asked to provide a local view on sites that have been submitted. Feedback will be used to help inform choice for allocated sites within the revised local plan. A draft plan will be produced in November 2018, for consideration by EHDC in January 2019. The draft plan will go out to for public consultation following this sometime in January 2018.

88/18

MINUTES OF COMMITTEE MEETINGS

LMC Committee

Minutes of a meeting held on 20th September 2018.

Acceptance of the minutes was Proposed by Cllr Kirby, Seconded by Cllr Poole, all in favour.

Recreation Committee

Minutes of a meeting held on 1st October 2018.

Cllr Trotter highlighted the following:

It had been agreed to purchase a tractor. Cllr Trotter was concerned about inaccurate reporting on the tractor and read out a statement which confirmed

The purchase of a Kioti CK2810 28HP compact tractor from Wiltshire's.

The cost is £17,262 net of VAT

Seven tractors had been considered.

Two tractors were tested and that favoured by the ground staff was purchase.

The Grounds Manager at Petersfield Council also supported this choice

The purchased tractor had better build quality and higher resale value.

Acceptance of the minutes was Proposed by Cllr Trotter, Seconded by Cllr Garnett, all in favour.

Planning Committee

Minutes of a meeting held on 8th October 2018.

Acceptance of the minutes was Proposed by Cllr Jourdan, Seconded by Cllr Poole, all in favour.

Cllr Jerrard stated that he and Cllr Easton had attended a forum concerning the Local Plan and felt they were making good progress on the 36 sites. It was agreed that an exempt session should be held at a future planning meeting so that Cllr Jerrard could brief the committee. Any councillor would be free to attend this session.

89/18

APPROVAL OF PAYMENTS

Members approved the list of payments for August and September 2018. For both months a councillor had signed back the bank reconciliation to the bank statement and signed both to show the check had been undertaken. (See attachments 1 & 2 to these minutes).

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

90/18

BUDGET MONITORING 2018/19

The Executive Officer explained that the statement covered the period to September 2018. A projection of the spending at year end suggested the council will underspend by about £15,000 due to staff cost savings in the absence of the Executive Officer with less locum cover.

91/18

APPROVAL OF A LOADER FORK FOR THE TRACTOR

Cllr Trotter explained the need to purchase a loader fork for the new tractor, Approval was given to purchase this at a cost of £560.

Proposed by Cllr Trotter, Seconded by Cllr Jourdan, all in favour.

92/18

REPLACEMENT FOOTBRIDGE AT RADFORD PARK

The council had commissioned Hampshire County Council to work with the council in the design and delivery of a replacement footbridge at Radford Park. A meeting had been held with Hampshire County Council who had provided three tenders for the work with a recommendation for awarding the contract. Councillors were provided with details of the three tenders and the tender report provided by Hampshire County Council. The executive Officer explained that once approval was given, a meeting will be arranged with the contractor to ensure that stipulations provided by HCC were in place. Only then would the contract be awarded.

It was agreed:

- (a) To approve the tender provided by Beaver Bridges at a cost of £42,075.10 plus VAT at the standard rate.
- (b) To approve the Executive Officer in consultation with the Chair of Recreation Committee to secure additional consultancy up to the remaining unspent sum of £1,700 should there be a need for further technical input or a site meeting with the contractor concerning the technical aspects of the construction.

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

93/18

LIPHOOK STATION DISABLED ACCESS

Cllr Croucher explained that the idea of a ramp to the southbound platform at Liphook Station from the Midhurst Road was first discussed back in 2007. Mr Miller from the East Hampshire Community Railway Partnership is trying to coordinate the use of Developer Contributions and make a bid to the Department of Transport for a grant under the Access to All Scheme. He is seeking the support of the council in pushing this potential project forward. Councillors agreed that this was a project that was supported by the council.

94/18

NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

Councillors accepted the minutes of the Steering Group meeting on 11th September 2018.

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

Councillors received an update from the Steering Group. Cllr Kirby advised that they were looking for more people to join the working parties. At present there are 16 working party members with two more being considered in a later item. It was proposed to hold a further community event in the future. The next meeting will be held on 6th November 2018.

95/18

NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY MEMBERSHIP

Cllr Garnett circulated the minutes of the NDP Liaison Committee meeting held on 23rd October 2018. Two candidates had been proposed for working party membership and their experience was outlined in the minutes. It was agreed that Mrs Winfield and Mrs de Gruchy be appointed on NDP working parties.

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

96/18

CIL NEIGHBOURHOOD PROPORTION PAYMENTS

The council can draw down its allocation under the Community Infrastructure Levy (CIL) twice a year. The council has been asked whether it wishes to receive the amount now available. It was felt that this funding was best held by the council so that projects using the funds could commence without delay.

It was proposed that all current and future CIL funding be passed to the council.

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

97/18

REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES

- a) *Community Forum*: Cllr Garnett had attended the recent meeting of the Community Forum. She felt that there had been a lot on display and plenty of advisors but not many members of the public were there. Cllr Glass confirmed that this had been the last Community Forum in the current format.

- b) *River Wey Trust*: Cllr Kirby stated that the AGM was being held the following week in Conford Village Hall.

- c) *Peak Centre*: Cllr Jerrard had attended a meeting. The centre was experiencing some problems with late cancellations, which has an impact on the centre's income and takes away the opportunity for others to use the centre. A late cancellation fee may be needed in the future but any changes will be made sensitively.

The meeting closed at 20.37 pm

Signed:
Chairman

Date: