



BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

Mr P J STANLEY
EXECUTIVE OFFICER
Tel: 01428 722988
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 13th MAY 2019**

**A MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL TOOK PLACE
AT 7.30PM IN THE MILLENNIUM CENTRE, LIPHOOK ON MONDAY 29th APRIL
2019**

MINUTES

PRESENT

Cllr Croucher
Cllr Garnett
Cllr Hall
Cllr Jerrard
Cllr Kirby
Cllr Levene
Cllr Rowson
Cllr Trotter

Mr P Stanley - Executive Officer

3 District Councillors, 15 members of the public and the Press were in attendance.

There was a one-minute silence in remembrance of Cllr Jackie Poole who had sadly passed away.

40/19 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off. He pointed out the fire escape routes. It was stated the meeting would be recorded for the purpose of the minutes and one member of the public was also recording the meeting.

41/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Easton, Cllr Jourdan.

42/19 DISCLOSURE OF INTERESTS

There were none.

43/19 MINUTES OF LAST MEETING

Councillors approved the minutes of the Parish Council meetings held 25th February 2019 and 25th March 2019.

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

44/19 MATTERS ARISING

There were no matters arising.

45/19 PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public Questions – items not on the agenda

A member of the public raised concerns on behalf of LiDBA about an event held the previous week at the Liphook Millennium Centre. Problems encountered were no code for access, no members of staff present, poor quality sound system and issues with the projector. It was asked whether the projector and sound system would be put right for the public. The chairman stated that he was unaware there was a problem. Cllr Kirby, as Chair of the LMC apologised. She stated the sound and projector systems are regularly checked and the code is usually issued as part of the booking procedure. The issues raised will be investigated.

A member of the public asked what training the current members of the council had received and what is planned post May for the new council. She also stated that EHDC had recommended that all councillors receive code of conduct training following the investigation concerning Cllr Jerrard and asked who had attended. Cllr Croucher stated that the Executive Officer was starting to arrange training courses for the new council and the council will need to decide whether it does whole council training locally or sends councillors to external training. He stated that councillors had attended various training sessions over the past 4 years. Regarding the Code of Conduct Training, Cllr Croucher will provide a written response so that the response can be accurate. It was confirmed that it was not possible for all councillors to attend the one session arranged and that a further session will be offered once the new council is in place.

A member of the public raised concerns about anti-social behaviour and criminal activity in the Little Rec. He asked whether the Council still has regular contact with the police to discuss such matters. Cllr Croucher confirmed that meetings are held bi-monthly and that he is the council representative. Cllr Moulard stated that problems at the Rec and Little rec have been raised with the police who then make these areas a priority. He stated that a meeting was scheduled in the next couple of weeks and the matter will be raised again. A representative of the bowls club outlined problems experience with anti-social behaviour. It was agreed that the council will ensure the police are aware of the anti-social activity raised at the meeting and the need to improve the 101 response time.

Public Questions – items on the agenda

None.

Meeting re-convened.

46/19

MEMORIAL BENCH

Cllr Kirby spoke about Cllr Poole who had been dedicated to the council and the community. She also worked with Liphook in Bloom and with the Federation of Schools working with the children. She proposed that a bench be sited at Fletchers Field where Cllr Poole had lived for the past few years. A bench would also be useful for the residents of Fletchers field and be sited close to the path.

It was agreed that a budget up to £1,000 be provided for the provision of a bench in memory of Cllr Poole at Fletchers Field.

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

47/19

REPORT FROM DISTRICT COUNCILLORS

District Councillor Glass ran through her report. She explained how sad the councillors were to hear of Cllr Poole's death. She did a lot of work on behalf of the community and was admired by all who met her. Condolences were expressed to family members.

Cllr Glass reminder those present that there was now a new polling station at Conford Village Hall.

On 4th May the Ahmadiyya Muslim Elders will hold the annual charity Walk for Peace with funds raised going to good causes and charities.

48/19

MINUTES OF COMMITTEE MEETINGS

Recreation Committee

Cllr Trotter stated that the committee had approved the application for a Forest School for a period of one year which will then be subject to review. The committee had also agreed the removal of the Multi-play Unit. The community will be asked what it would like to see as a replacement in the space. Cllr Trotter confirmed that the replacement footbridge at Radford Park was about to commence and should be available to use on 11th May 2019.

Minutes of a meeting held on 1st April 2019.

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

Planning Committee

Minutes of a meeting held on 11th March 2019 and 8th April 2019.

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

Finance & Policy Committee

Cllr Garnett stated that the meeting had approved the budgets for the playpark repairs and new play surfaces. The internal audit report recommendations and agreed actions were also agreed.

Minutes of a meeting held on 18th March 2019.

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

49/19

NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

The minutes of meetings held on 5th February 2019 and 12th March 2019 were accepted. Proposed Cllr Kirby, Seconded Cllr Croucher, all in favour.

The report providing an update from the steering group was noted. Cllr Kirby stated that the NDP had written to EHDC & SDNPA to ask whether they need to do a strategic Environmental Assessment. This is because although EHDC has allocated strategic sites, it is felt that the NDP may want to allocate other sites for other uses. The SDNPA has not allocated any Strategic Sites. The Steering Group is also working with the consultant to develop further planning policies that are not site specific as well as policies that are site specific for the strategic sites.

Feedback from the recent consultation is still being analysed. The working parties are still working on further policies. All the presentations and feedback are available online to view.

50/19

APPROVAL OF PAYMENTS

Approval of schedule of payments in February 2019. (**Attachment 1**)
Proposed Cllr Croucher, Seconded Cllr Garnett, all in favour.

Approval of schedule of payments in March 2019. (**Attachment 2**)
Proposed Cllr Croucher, Seconded Cllr Kirby, all in favour.

Approval of bank balances for February and March 2019.
Proposed Cllr Croucher, Seconded Cllr Garnett, all in favour.

The current balances held by the Council at the end of February were:

Current Account - £1,000.00
Business Account - £447,559.51
Total Funds - £448,559.51

The current balances held by the Council at the end of March were:

Current Account - £1,137.56
Business Account - £417,871.68
Total Funds - £419,009.24

51/19

YEAR END BUDGET STATEMENT 2018/19

The year end budget statement was considered and approved.

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

52/19

ANNUAL RETURN SECTION 1 – GOVERNANCE STATEMENT

Councillors considered each of the nine statements on the governance statement. Each statement was read out by the Chairman and a vote taken for every statement. The outcome was that “yes” should be recorded for all nine statements and every statement was unanimously agreed. The Chairman and Executive Officer will complete and sign the form.

It was confirmed that the Executive Officer will tender for a new Internal Audit Contract from 2019/20 as had previous been agreed by the council.

53/19

ANNUAL RETURN SECTION 2 – ACCOUNTING STATEMENT

It was noted that the figures for this statement are generated from the council’s finance system following closure of accounts. In the past the figures were generated by DCK Beavers, but following a council decision, the closure was undertaken by the Executive Officer and Deputy Executive Officer and the figures reflect what is in the financial ledger.

It was agreed that the Annual Accounting Statement be approved.

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

54/19

COMMUNITY INFRASTRUCTURE LEVY

The council considered and approved the annual statement showing receipts, expenditure and retained balances. Total receipts for the year were £15,934, there was no expenditure and no balanced carried-forward from previous years. An amount of £15,934 is currently held as an earmarked balance. There were no notices served by the Charging Authority.

55/19

REPAIR & REDECORATION

The quotation by M.J. Coleman for repairs to the roof at the Liphook Millennium Centre at a cost of £2,456 plus VAT at the standard rate was approved.

Proposed Cllr Croucher, Seconded Cllr Rowson, all in favour.

56/19

REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES

Cllr Croucher reported that he had attended a management meeting of the Peak Centre. He outlined what the centre provides and noted that they are still looking for a vice-chair for the committee. The biggest issue presently is that the lease is up for renewal and the management committee are being asked for a substantial increase of rent from the current peppercorn rent. The committee and the Council Executive Officer are taking legal advice and proposing a counter offer which is currently being considered.

Thanks were expressed to Cllr Croucher for his 36 years as a councillor and a presentation followed the meeting.

The meeting closed at 8.46 pm

Signed:
Chairman

Date: