



# 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 24<sup>th</sup> JUNE 2019**

**THE ANNUAL MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL  
TOOK PLACE AT 7.30 PM IN THE MILLENNIUM CENTRE, LIPHOOK ON  
MONDAY 13<sup>th</sup> MAY 2019**

### MINUTES

#### PRESENT

Cllr Croucher (1st item only)  
Cllr Coyte  
Cllr Garnett  
Cllr Hall  
Cllr Jerrard  
Cllr Jourdan  
Cllr Kirby  
Cllr Mitchell  
Cllr Olson  
Cllr Trotter  
Cllr Winfield

Mr P Stanley - Executive Officer

2 District Councillors, 9 members of the public, the Deputy Executive Officer and the Press were in attendance.

#### **57/19 ELECTION OF A CHAIRMAN TO THE COUNCIL 2019/20**

Cllr Kirby was proposed as Chair of the Council and accepted the nomination.

Proposed Cllr Garnett, Seconded Cllr Olson, 8 in favour. Cllr Jerrard and Cllr Trotter abstained.

Mr Croucher left the meeting.

**58/19**

**DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Kirby signed her acceptance of office as chair to the council.

**59/19**

**ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL 2019/20**

Cllr Garnett was proposed as Vice-Chair of the Council.

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

**60/19**

**CHAIRMAN'S ANNOUNCEMENTS**

The Chair requested that mobile phones should be turned off. She pointed out the fire escape routes. It was stated the meeting would be recorded for the purpose of the minutes. There were no other recordings.

**61/19**

**APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr D Curnow-Ford and Cllr P Curnow-Ford.

**62/19**

**DISCLOSURE OF INTERESTS**

There were none.

**63/19**

**MINUTES OF LAST MEETING**

Councillors unanimously approved the minutes of the Parish Council meetings held 29<sup>th</sup> April 2019.

**64/19**

**MATTERS ARISING**

Minute 56/19 – It was reported that the new lease on the Peak Centre had not yet been agreed.

Minute 48/19 – It was confirmed that the area used by the Forest School would not be used by the public when the school operated. The school will provide its own insurance.

Minute 45/19 – Problems with a booking at the LMC had been raised. It was reported that the group had been provided with an entry code. There was an overhead projector and sound system but the council will look at whether these need to be updated.

**65/19**

**APPOINTMENT TO COMMITTEES 2019/20**

Recreation Committee:

Cllr Coyte, Cllr D Curnow-Ford, Cllr Hall, Cllr Mitchell, Cllr Olson, Cllr Trotter.

Planning Committee:

Cllr Coyte, Cllr P Curnow-Ford, Cllr Garnett, Cllr Jerrard, Cllr Jourdan, Cllr Kirby, Cllr Mitchell, Cllr Olson

LMC Management Committee:

Cllr Coyte, Cllr P Curnow-Ford, Cllr Hall Cllr Kirby, Cllr Olson, Cllr Winfield.

Finance & Policy Committee:

Cllr Jourdan, Cllr Kirby, Cllr Trotter and Cllr Winfield were automatically elected as chairs of the council and committees.

There were three councillors wishing to fill the remaining two positions. It was agreed that a ballot be held with each councillor voting for two councillors. The Executive Officer counted the votes and declared that Cllr D Curnow-Ford got 2 votes, Cllr Garnett got 8 votes and Cllr Hall got 10 votes. Cllr Garnett and Cllr Hall were duly elected to the committee.

The committee membership was unanimously approved.

**66/19 ELECTION OF COMMITTEE CHAIRS 2019/20**

Recreation Committee – Cllr Trotter  
Planning Committee – Cllr Jourdan  
LMC Management Committee – Cllr Winfield  
Finance & Policy Committee – Cllr Garnett

The committee chairs were unanimously approved.

**67/19 ELECTION OF COMMITTEE VICE-CHAIRS**

Recreation Committee – Cllr Coyte  
Planning Committee – Cllr Garnett  
LMC Management Committee – Cllr Olson  
Finance & Policy Committee – Cllr Hall

The committee vice-chairs were unanimously approved.

**68/19 ELECTION OF REPRESENTATIVES TO ORGANISATIONS AND OUTSIDE BODIES**

HALC/EHATPC	Cllr Kirby
Village Hall Management Committee	Cllr Winfield
Citizens Advice Bureau	Cllr Garnett
Liphook Community Magazine	Cllr Olson
Bramshott Educational Trust	Mr Weighell
River Wey Trust	Cllr Kirby
Bramshott and Liphook Preservation Society	Cllr Jourdan
Parish Tree Warden	Cllr Olson
Liphook Youth Management Committee	Cllr Mitchell
Community First East Hampshire	Cllr Olson
Allotment Representative	Mrs Haussauer
Conford Village Hall	Cllr Garnett
Speedwatch	Cllr Trotter
CTCG	Cllr Jerrard/Cllr Coyte
Age Concern	Cllr Garnett
Oak Park	Cllr Garnett

Further work was needed to establish representation on the Peak Centre. It was agreed that Cllr Kirby will attend future meetings until the matter is resolved.

69/19

### **GENERAL POWER OF COMPETENCE**

The Executive Officer stated that the council meet the qualifying criteria of a qualified clerk and at least two-thirds of members elected to the council. The GPC allows the council to do anything an individual can do such as run a shop or provide grit bins. The council does not need to use the additional powers but it would allow the council to consider a wider range of options for the community.

It was proposed that the following resolution be approved:

“The Parish Council resolves from 13<sup>th</sup> May 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence”

Proposed Cllr Kirby, Seconded Cllr Trotter, 9 in favour and 1 abstention.

70/19

### **PUBLIC PARTICIPATION SESSION**

Meeting adjourned

#### **Public Questions – items not on the agenda**

A member of the public stated that it was difficult to hear the meeting and asked what will be done to improve the situation. The council will consider how this problem can be resolved.

A member of the public reported that the Portaloo used by workmen at Radford Park had been pushed into the river potentially polluting the river. He asked if the Environment Agency had been informed. It was stated that the Portaloo had now been taken away and the Environmental Agency will be notified of the incident.

A member of the public raised concerns about the level of crime and antisocial behaviour and what action is being taken to deal with this. The Executive Officer stated he had written to the Police Crime Commissioner concerning this increase and the problems with the 101 number. It was also stated that these problems will be reported to the next meeting of the CTCG.

#### **Public Questions – items on the agenda**

None.

Meeting re-convened.

71/19

### **REPORT FROM DISTRICT COUNCILLORS**

Cllr Glass stated that since the election there had not been any meetings of the council so there was nothing much to report. She agreed to investigate the noticeboard in the Midhurst Road car park which still contained some very old postings and was clearly not being used.

**72/19 MINUTES OF COMMITTEE MEETINGS**

Planning Committee

Minutes of a meeting held on 29<sup>th</sup> April 2019.

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

**73/19 DATES OF FUTURE MEETINGS**

The schedule of meeting dates was approved.

Proposed Cllr Kirby, Seconded Cllr Olson, all in favour

**74/19 ROOF REPAIR AT THE MILLENNIUM CENTRE**

Some additional roof repairs had been identified at the Scouts & Guides Halls plus some additional areas in the main roof structure. A quotation had been received from M J Coleman to undertake these repairs in addition to the one agreed at the last meeting.

It was agreed that M J Coleman undertake roof repair work at a cost of £494 plus VAT at the standard rate.

Proposed Cllr Olson, Seconded Cllr Winfield, all in favour.

**75/19 NDP STEERING GROUP**

It was stated that Cllr Kirby and Cllr Olson were members of the Steering Group, although Cllr Olson was appointed as a member of the public. The proposal was for both councillors to remain on the Steering Group. Cllr Garnett stated that as the NDP is independent of the council, the chairman should step back from being a member of the Steering Group. Other councillors felt that there was enough governance on the Steering Group and the council for that not to be a problem. The Executive Officer stated that he had received an email from the Vice Chair of the Steering Group asking for continuity of the current membership.

It was proposed that Cllr Kirby and Cllr Olson continue as representatives on the NDP Steering Group.

Proposed Cllr Winfield, Seconded Cllr Coyte, 7 in favour, one abstention.

**76/19 NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllr Kirby stated that there had been no meeting of the Steering Group. The next meeting is on 14<sup>th</sup> May 2019 and the outcome of this will be discussed at the next council meeting in June.

**77/19**

**REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES**

CLlr Kirby provided an update on the activities of the River Wey Trust.

The meeting closed at 8.58 pm

Signed:  
Chair

Date: