



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 21st DECEMBER 2020**

**A REMOTE MEETING OF BRAMSHOTT AND LIPHOOK PARISH
COUNCIL TOOK PLACE AT 7.30 PM ON MONDAY 23rd NOVEMBER
2020**

MINUTES

PRESENT

Cllr Coyte
Cllr D Curnow-Ford
Cllr P Curnow-Ford
Cllr Garnett
Cllr Hall
Cllr Jerrard
Cllr Jourdan
Cllr Kirby
Cllr Olson
Cllr Trotter
Cllr Winfield

Mr P Stanley - Executive Officer

District Councillors Cllr A Glass & Cllr B Mouland and County Councillor F Mitchell were in attendance. There were no members of the public present.

98/20 CHAIR'S ANNOUNCEMENTS

The chair welcomed everyone to the meeting and stated the meeting was being recorded by audio and video for the purpose of the minutes.

99/20 APOLOGIES FOR ABSENCE

Apologies were received from Cllr V Mitchell.

100/20 DISCLOSURE OF INTERESTS

There were no disclosable pecuniary interests.

101/20 MINUTES OF LAST MEETING

Minute 94/20 – “Proposed Cllr P Curnow-Ford, Seconded Cllr S Olson and approved by a majority vote. Cllr Hall objected to the proposal” replaced by “Proposed Cllr P Curnow-Ford, Seconded Cllr S Olson and unanimously approved ”

Subject to this amendment, the minutes were approved.
Proposed Cllr Kirby, Seconded Cllr Trotter, all in favour.

102/20 MATTERS ARISING

None.

103/20 PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public Questions – items not on the agenda

None.

Public Questions – items on the agenda

None.

Meeting re-convened.

104/20 REPORT FROM DISTRICT COUNCILLORS

District Councillors

Councillor Glass ran through her report.

- EHDC continues to facilitate Grant Funding of £1.4million from central Government to assist small businesses.
- Whitehill and Bordon regeneration programme continues with 724 new homes completed. The new leisure centre will open shortly.
- EHDC continues to liaise with voluntary groups to ensure delivery of support and maintenance to all sectors.

- EHDC sports awards will take place on 15th December 2020 officiated by Roger Black.
- Longmoor neighbourhood policing team has moved to new premises in Bordon.

In response to a question, Cllr glass stated that she was unable to confirm the exact amount that would be contributed to the Bramshott safety works but it would be in the region of £1,000 subject to available funds.

Responding to a further question, Cllr Glass would see whether it was possible to provide a breakdown of grant funding made available to local businesses within the parish.

Concerning the new shopping centre, plans will be published when they are available.

County Councillor

Cllr F Mitchell ran through her report.

- During the current lockdown, household recycling centres and country parks remain open. Highways works continue.
- HCC has been chosen to pilot a scheme to support family visitors to care homes.
- A guide to assist parents about when to send their children to school as part of the COVID-19 measurers has been published.
- HCC has successfully bid for a £3million project to deliver the Apprenticeship and Skills Hub.
- Hampshire Highways has published its Carbon Strategy 2020-2024.
- HCC's Waste Prevention Community Grant Fund is open for applications for up to £5,000 for new projects.

In response to a question, Cllr F Mitchell was unable to confirm the amount she could contribute to the Bramshott safety works as this would depend on the availability of funds. The council would need to complete an application form.

Cllr Mitchell confirmed in responding to a question about the crossing in Liphook that the data was now available and she has been pushing the project but no date is yet available.

105/20

MINUTES OF COMMITTEE MEETINGS

LMC Management Committee

Receipt of the draft minutes of a meeting held on 2nd November 2020.
Proposed Cllr Winfield, Seconded Cllr P Curnow-Ford, all in favour.

Finance & Policy Committee

Receipt of the draft minutes of a meeting held on 9th November 2020.
Proposed Cllr Garnett, Seconded Cllr Trotter, all in favour.

Planning Committee

Receipt of the minutes of a meeting held on 21st September 2020.
Proposed by Cllr Jourdan, Seconded by Cllr Olson, all in favour.

106/20

NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

Update from the Vice-Chair of the NDP Steering Group

Councillors had received a report from the Vice-Chair of the NDP Steering Group which Cllr Kirby ran through.

- The Site Assessment Matrix is being used to assess all the sites put forward as per AECOM's report with the aim of having a parish specific assessment of the potential sites
- An additional site has been put forward which will be assessed in the same way as all the others.
- It has been decided not to request a housing number for the NDP at this late stage in the process.
- The "Housing Needs Assessment" technical package has been applied for by the Council to support the evidence base of how many affordable, starter and self-build homes are in demand in the parish.
- The NDP continue working on the draft NDP report to put forward to the community for comment as part of a public consultation.
- The SG are actively recruiting more members to assist with the workload.

Exempt Minutes

Cllr Kirby explained that following the request at the last council meeting, the NDP Steering Group had reviewed previous exempt minutes. The only concern in publishing these minutes is information about individual sites as the work is incomplete. Subject to a redaction of information about individual sites, the NDP are happy for all the previous exempt minutes to be published.

107/20

LIPHOOK VILLAGE HALL WORKING PARTY

The chairman agreed to move this item forward on the agenda so it can be considered before reports from representatives.

Cllr D Curnow-Ford explained that the working party had been established on 25th November 2019 so had operated for 12 months. The TOR had been approved on 6th January 2020. The notes of a meeting held on 22nd October

2020 were attached to the agenda with the recommendations from the working party for the council to approve. Since this meeting further information has been made available by the Managing Trustees that clarifies their role and that of the council. The Executive Officer had summarised this new information and circulated it to all members of the working party.

The documentation provided was advice from two solicitors and guidance notes from the Vice Chairman of the council in 1985. This information makes it clear that the council is de facto landlord. The day to day running of the charity rests with the managing trustees which include agreeing leases with the club on behalf of the council as landlord. The managing trustees are responsible for ensuring that the terms of the lease are met by the club and for any rent reviews.

The proposals put forward by the working party were considered. The first proposed had now be overtaken by events.

It was proposed that proposals 2-5 in the notes of the working party attached to the agenda be approved.

Proposed Cllr D Curnow-Ford, Seconded Cllr Coyte, all in favour.

108/20

REPORTS FROM COUNCILLOR REPRESENTATIVES TO COMMUNITY ORGANISATIONS AND LIAISON GROUPS

Liphook Village Hall

As Cllr D Curnow-Ford was unable to attend, Cllr Kirby had been invited to attend the meeting on 20th November 2020. Cllr Kirby reported that the meetings was very positive and that the trustees appreciated the work done by the working party on behalf of the council. The social club are paying their rent and the rent review has now taken place. It was confirmed that the managing trustees are responsible for implementing the terms of the lease. They are currently exploring the possibility of becoming a Charitable Incorporated Organisation. The managing trustees are planning redecoration and repairs and have the funding in place to do this. They will be arranging inspection of the social club and are working well with the club.

Bramshott and Liphook Preservation Society

Cllr D Curnow-Ford attended a meeting on 17th November 2020 which was the first since lockdown. The society are looking at relaunching and renaming the organisation to attract new membership and to provide additional activities. The financial position is sound. The society has been approached by EHDC to provide suggested names for roads in the Lowsley Phase 2 estate.

Hampshire Association of Local Councils

Cllr D Curnow Ford and Cllr Kirby had attended the HALC mini conference and had both attended several worthwhile workshops.

East Hants District Council

Cllr D Curnow-Ford and Cllr Jerrard had attended informative training on Traveller and Gypsy Sites.

Allotments

A meeting of the council and allotment holders had taken place which was well attended and produced a lot of useful suggestions for improvement.

109/20 APPROVAL OF PAYMENTS

The schedule of payments in September 2020 were approved. (**Attachment 1**) Propose Cllr Kirby, Seconded Cllr P Curnow-Ford and approved by a majority vote.

The bank balances held by the Council at the end of September 2020 will be checked by Cllr Mitchell and currently stand at:

Current Account - £1,001.00
Business Account - £255,696.75
32 Day Notice Account - £301,085.51
Total Funds - £557,783.26

110/20 HASKELL CENTRE PUBLIC TOILETS

The Executive Officer had provided two quotations for the short-term cleaning of the public toilets at the Haskell Centre. There was currently sufficient funding in the agency budget for a 4-month contract that would run to the end of March 2021.

Proposed that Aspire Cleaning be awarded a 4-month contract to run from 1st December 2020 to 31st March 2021 at a cost of £910 per month plus consumables.

Proposed Cllr D Curnow-Ford, Seconded Cllr Olson, all in favour.

The meeting closed at 9.00 pm

Signed:
Chair

Date: