



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

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

Mr P J STANLEY  
EXECUTIVE OFFICER  
Tel: 01428 722988  
e-mail : [council@bramshottandliphook-pc.gov.uk](mailto: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 22<sup>nd</sup> FEBRUARY 2021**

**A REMOTE MEETING OF BRAMSHOTT AND LIPHOOK PARISH  
COUNCIL TOOK PLACE AT 7.30 PM ON MONDAY 25<sup>th</sup> JANUARY 2021**

### MINUTES

#### PRESENT

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

Mr P Stanley - Executive Officer

District Councillors B Moulard & A Glass and County Councillor F Mitchell were in attendance.  
There were two members of the public present.

**01/21**

#### **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.

It was noted with great sadness that Tony Rudgard had recently died. He was a well known resident and contributed much to the community as well as being a former Parish and District Councillor.

**02/21 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Garnett and Cllr Winfield.

**03/21 DISCLOSURE OF INTERESTS**

There were no disclosable pecuniary interests.

**04/21 MINUTES OF LAST MEETING**

Minutes of the meeting held on 21<sup>st</sup> December 2020 were approved subject to including reference to the chair in those present at the meeting.

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

**05/21 MATTERS ARISING**

None.

**06/21 PUBLIC PARTICIPATION SESSION**

Meeting adjourned

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

None.

**Public Questions – items on the agenda**

None.

Meeting re-convened.

**07/21 REPORT FROM DISTRICT COUNCILLORS**

District Councillors

A tribute was paid to Tony Rudgard a former District Councillor who had recently died.

Councillor Glass ran through the report from District Councillors.

- The new Leisure Centre at Whitehill and Bordon stands ready for use but is now closed under Government guidelines.
- The construction of the Green Loop, a 7 mile walking and cycling link connecting the old and new town in Whitehill and Bordon is continuing.

- EHDC continues to facilitate Covid-19 Grant Funding from central Government.
- At full Council on 14<sup>th</sup> January, members approved a Hybrid approach, with a two year extension to the Plan period, 2017-2038. This allows EHDC to continue work on the Local Plan, while anticipating any changes being proposed by Government in its White Paper.
- Full Council approved the CIL Spending Protocol. There is a large sum available for which applicants can apply.
- District Councillor grants are nearly used up but there is still some Green Grant available to be used towards a Green project within Bramshott and Liphook.

Cllr Mitchell ran through her report from the County Council. She started by paying tribute to Tony Rudgard.

- Since the new year, the number of Covid-19 cases and deaths have increased. More recently, the numbers have started to reduce.
- All schools have moved to remote learning.
- Household waste recycling centres remain open.
- County Parks are open.
- HCC continues to provide support to the community suffering hardship during the coronavirus pandemic.
- Work continues on the Liphook traffic measures and a public consultation will take place in late spring.

Thanks were expressed for the recently installed London Road crossing.

## **08/21 MINUTES OF COMMITTEE MEETINGS**

### LMC Management Committee

Receipt of the draft minutes of a meeting held on 4<sup>th</sup> January 2021.  
Proposed Cllr Olson, Seconded Cllr P Curnow-Ford, all in favour.

### Finance & Policy Committee

Receipt of the minutes of a meeting held on 11<sup>th</sup> January 2021.  
Proposed by Cllr Hall, Seconded by Cllr Trotter, all in favour.

Receipt of the Exempt minutes of a meeting held on 11<sup>th</sup> January 2021.  
Proposed by Cllr Hall, Seconded by Cllr Jourdan, all in favour.

### Planning Committee

Receipt of the draft minutes of a meeting held on 18<sup>th</sup> January 2021.  
Proposed Cllr Jourdan, Seconded Cllr P Curnow-Ford, all in favour.

Cllr Jerrard declared a personal interest that he has friends that live in Passfield. He stated that at the meeting the committee had been advised that trees had been removed at Passfield Business Centre and wondered whether anything more could be done. Cllr Jourdan stated that the work had already been completed prior to the meeting and that as there were no TPOs nothing could be done. She said that EHDC were aware of the work but would see whether EHDC was able to take any actions and report back to the next Planning Committee.

**09/21**

## **NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

### Minutes of the NDP Steering Group

The minutes of the NDP Steering Group meeting held on 15<sup>th</sup> December 2020 were accepted.

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

### Update from the Vice-Chair of the NDP Steering Group

The committee had received the report from Vice-Chair dated 16<sup>th</sup> January 2021. Cllr Kirby invited questions on the report.

Cllr Jerrard sought clarification on membership of the Working Party looking at AECOM's Site Options Assessment report and the NDP's own Site Assessment Matrix. He felt that this discussion should be held in public session of the Steering Group. Cllr Kirby stated that a lot of detailed work was being undertaken by the Working Party taking many hours. Following this work, the Site Assessment and Matrix will be further considered by the Steering Group.

A question was raised about a recent Liphook Herald article stating the NDP would not be completed until 2023. Cllr Kirby stated that this date had not been given but was inserted by the paper.

Cllr D Curnow-Ford asked whether there had been any success in finding new people to work on the NDP. Cllr Olson stated that she was aware of at least one person who was interesting in joining the group.

**10/21**

## **REPORTS FROM COUNCILLOR REPRESENTATIVES TO COMMUNITY ORGANISATIONS AND LIAISON GROUPS**

Cllr D Curnow-Ford was not able to attend the AGM of the Village Hall Committee due to a problem with the date being moved. However, she had obtained the report and financial data which had been forwarded to the Executive Officer.

- The booking had reduced from 20 pre covid-19 to about 5 before the latest lockdown.
- One member of the committee had retired and a new member had joined.
- A £10,000 Government Grant had been received which has allowed the Village Hall to get through the year.
- The Social Club were assisted with a 6 month reduction on their rent.
- There will be a large bill for repairing the flat roof but a grant from the parish council will assist in meeting the cost.

Cllr Jerrard stated that there had been no meetings of the Community Partnership and was concerned about this. A recent incident outside the Peak Centre and Haskell Centre was due to be reported.

Cllr D Curnow-Ford reported that there had been no meeting of the Preservation Society. They were using the time to review what they do to appeal to a wider and younger group within the community.

Cllr Kirby reported that the River Wey Trust were looking to seek funding from Whips.

**11/21**

**PEAK CENTRE TRUST**

Following the resignation of Cllr V Mitchell, there was a vacancy to fill on the Peak Centre Management Committee. Cllr Kirby stated that she was happy to cover this until the normal review of membership at the May Annual Meeting. Cllr D Curnow-Ford was also happy to cover the position but was also happy for Cllr Kirby to do this.

It was proposed that Cllr Kirby be appointed to the Peak Centre Trust. Proposed Cllr Kirby, Seconded Cllr D Curnow Ford, all in favour.

**12/21**

**APPROVAL OF BUDGET AND PRECEPT 2021/22**

The Finance & Policy Committee had considered the budget and precept and recommend the following:

- Gross Budget £443,916
- Precept £374,766
- Cost per band D Equivalent £89.81
- No increase in band D Equivalent.

The budget and precept as recommended by the Finance & Policy Committee was approved.

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

**13/21            APPROVAL OF PAYMENTS**

The schedule of payments in November 2020 was approved. **(Attachment 1)**  
Propose Cllr Kirby, Seconded Cllr Trotter, all in favour.

The bank balances held by the Council at the end of November 2020 was checked by Cllr Winfield and currently stand at:

Current Account - £1,000.00  
Business Account - £212,989.31  
32 Day Notice Account - £301,134.46  
Total Funds - £515,123.77

**14/21            ASSET REGISTER**

The Asset Register as recommended by the Finance & Policy Committee was approved. This provides a total value of £2,625,584 which together with any asset acquired prior to year-end will form the figure for the AGAR return.

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

**15/21            INTERIM INTERNAL AUDIT**

The Executive Officer reported that the Internal Audit visit had taken place on 8<sup>th</sup> December and there were three matters to address on the report. The first item concerning a review of fees and charges had been dealt with at the last LMC Management meeting. The two remaining items concern a review of the Asset Register and Trust assets which were approved under minute 14/21 of this meeting. The Executive Officer reported that the overall positive mark was 98.06% and that he was very happy with this outcome.

**16/21            TRACTOR SHED AT THE WM RECREATION GROUND**

Cllr P Curnow-Ford ran through the report from the working party dated 8<sup>th</sup> January 2021. The group had clear terms of reference and responsible individuals had been allocated to undertake specific tasks. A timetable had been set to ensure the project runs smoothly and it was hoped that the project would be completed by the end of summer. The project had been agreed in principle by the council in December and a budget of £60,000 had been earmarked for the project. The WM Recreation Ground Trust had approved the work to go ahead at a meeting held prior to today's council meeting.

The draft specifications were considered which involved the demolition of the existing Beacon tractor shed and connected Willows building. A new 8m x 12m x 5.5m purpose built horticultural tractor/machinery shed with office, mess room and staff toilet would be erected. The proposed building would be of cold rolled steel frame construction with a box profile insulated and coated steel sheeting, all erected on a concrete base with provision for an outdoor hard standing area.

It was proposed that the project proceed with the specification attached to the agenda.

Proposed Cllr P Curnow-Ford, Seconded Cllr Trotter, all in favour.

**17/21**

### **WEALDEN HEATHS INFRASTRUCTURE PROJECT (WHIP's)**

Cllr Coyte introduced the report containing recommended projects to be undertaken under the WHIPs grant funding. Access to all was an important aspect of the proposals. It was also recommended that recycled plastic be used for the structures since the existing wooden steps had only lasted about 8 years. Although this material was more expensive, it would have a much longer life and require less maintenance. The proposed projects were:

- Improvements to the Car Park
- Board Walk Access off Locke Road
- Sleeper Bridge Replacement
- Improvements to Footpaths
- New Signage

Several councillors had visited the park and noted that there were other old paths and bridges that needed attention. It was suggested that the costs for the suggested work could exceed £150,000 so a large grant was being requested.

It was proposed that the projects and application for grant be approved.

Proposed Cllr Hall, Seconded Cllr Trotter, all in favour

The meeting closed at 21.06 pm.

Signed:  
Chair

Date: