



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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**THE ANNUAL PARISH MEETING FOR THE PARISH OF BRAMSHOTT & LIPHOOK
TOOK PLACE AT 7.30 PM IN THE LIPHOOK MILLENNIUM CENTRE ON MONDAY 27TH
MARCH 2017**

MINUTES

PRESENT:

Cllr Ives (Chairman)

Cllr Kirby (Vice-Chairman)

Cllr Berry

Cllr Croucher

Cllr Easton

Cllr Garnett

Cllr Green

Cllr Jerrard

Cllr Poole

Cllr Trotter

Cllr Winfield

Apologies for absence – Cllr Jourdan

Ms Kite – Deputy Executive Officer

Eleven members of the public, Cllr Glass EHDC, Cllr Mouland EHDC, Cllr Mitchell HCC and the press were in attendance.

33/17 CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting, explained where the emergency exits were and reminded everyone to have their mobile phones on silent.

The Chairman announced that there would be a change to item 3 on the Agenda. Reports from the Chairs of the Committees would precede the Parish Council report.

34/17 MINUTES OF THE MEETING HELD ON 21ST MARCH 2016

The minutes of the last Annual Parish Meeting

Proposed Cllr Ives, seconded Cllr Croucher, nine members in favour, two members abstained

35/17 ANNUAL REPORTS AND PUBLIC QUESTIONS

In general terms, we are within budget for the yearend. We have been short staffed through most of the year in certain areas, and this has caused some problems with our response times.

For the Financial Year 2017/18.

The Gross Budget is £435,446.

The Precept is £334,765 which includes Transitional Grant from EHDC of £11,731

This amounts to increase of £10.24/year (£0.85/month) per Band D property.

Over the last few years the Council have been building up its Ear Marked reserves to enable it to carry out a number of projects.

These are mainly to the Millennium Hall and the Public Open Spaces, The details of these projects will be covered by the respective committee reports during this meeting.

The Council is also looking at the feasibility of moving the Parish Office over to the Millennium Hall complex. This will give us a number of “gains” some of which are financial, and others are to do with the operational opportunities this would give us. We feel it would also help in establishing the LMC as “focal point” for the Council and Village’s Cultural Centre as we become a larger settlement due to the increase in housing development that is taking place now, and into the foreseeable future.

Finally, I would like to thank both our senior offices, Mr Peter Stanley & Ms Melanie Kite for their support and help over the last year in my role as Chair of F&P. It is very much appreciated.

Questions:

A member of the public asked how much has the Neighbourhood Development Plan already incurred?

Cllr Croucher replied that it was £2,300.

Mr. Robinson asked if CIL money could be used for the Neighbourhood Plan and how does this money get allocated and spent.

Cllr Croucher explained that without a Neighbourhood Plan developer contributions on each new property built would be 15% whereas this goes up to 25% if the Parish has a Neighbourhood Plan. The difference roughly equates to about £1,000 per property.

The money raised from CIL comes back to the Parish Council but cannot be used for the Neighbourhood Plan, nor can it be paid back to the public.

Mr. Young asked about the Silent Gardens developer contributions.

Cllr Kirby explained that money raised from CIL does not need to be used for providing infrastructure on the site it is collected from unlike S106 which has specific conditions and obligations attached.

Mr Robinson asked for an update on having a platform ramp to improve the access at the station. Cllr Mitchell responded that although there was funding available Network Rail had overall responsibility for this. Also, there was a technical problem in the height of the platform.

The Recreation Committee meets every two months and this is supplemented by an annual allotment site visit and an annual recreation ground site visit by committee members. The responsibility of the recreation committee is to promote sports and recreation, manage parish council open space, and sports and recreational facilities. It also has strategic responsibility for buildings, vehicles, equipment.

Parish council grounds include

- Radford Park
- Millennium Green
- War Memorial Ground
- Little Recreation Ground
- Fletchers Field
- Allotments

- Children's' Play Areas

In the War Memorial Ground the Football Club storage container has been moved and is now adjacent to the football pavilion. This removes the impact of anti-social behaviour on local residents on the boundary of the ground. The plans to extend the car park are nearing fruition and the use of reusable materials will enable this project to be achieved within budget and allow disabled parking bays to be laid out in the adjacent official car park. A new soak-away has been constructed near the entrance to the ground. Unfortunately, after a period of prolonged heavy rain, this has highlighted the need for remedial work on another soak-away but this can be carried out by ground staff.

At Radford Park the SSE has carried out clearance work under power lines. Although this has raised concern by some members of the public, the work has cleared extensive areas of the ancient water meadows and greatly reduced the anticipated cost and the amount of work which had been planned for working parties. We shall also have easier access to the site when it comes to Himalayan Balsam pulling time. Sadly, this year saw the demise of the wooden, Pooh Sticks, bridge situated near the London Road entrance. The bridge had been constructed over 30 years ago and was beyond economic repair. It has been confirmed that developers contributions can be used to fund a replacement bridge, however we may need the permission of the Environment Agency to ensure this causes no damage to the river bank.

Extensive work has been carried out at the Millennium Green. The amphitheatre has been repaired and the overgrown shrubs around the amphitheatre, and rear of the LMC, have all been cleared in readiness for suitable replanting and planned improvements to the LMC.

The committee agreed for a survey of all parish trees to be carried out. This is in line with legal requirements and risk assessments. A suitable contract will be selected at the next recreation committee meeting. Agreed budgets have included the cost of the survey together with any necessary arboriculture work identified. There has been some planting of native tree saplings in Radford Park and on part of the boundary with the River Wey. These trees were donated by the Woodland Trust. The committee agreed to assist the Woodland Trust in their plan to create the Ancient Tree Inventory by identifying the oldest, fattest, gnarliest trees in the parish. We invite everyone to let us know where their favourite tree is in the parish.

I am pleased to report on another highly successful Village Sports Day. This was opened in 2016 by Andy Kelsey of Invictus Games and County Cllr Floss Mitchell. This is an eagerly anticipated annual event now – this year's Sports Day will be on 1st July. It is also a free event, helping all age groups to keep fit and active and promoting our varied sports groups.

- Finally I would like to give special thanks to Cllr Green for not only liaising with the Arboriculture Consultants and showing them around the parish land but also overseeing work on one of the parish's veteran trees.
- Cllr Trotter for liaising with contractors carrying out work on the amphitheatre, the WMG and the allotments
- The ground staff for looking after our open spaces and sports grounds, and our officers who have to implement all the decisions made by the committee.

Not forgetting all the volunteers:

- Steve Thomas, our tree warden, who not only looks at our tree applications on the planning committee but has checked out public concerns about possible damage to trees on some of the new development sites, and has agreed to co-ordinate our search for veteran trees in the parish.
- Liphook in Bloom, whose volunteers did a major part of the work in litter picking for the Great British Spring Clean and keeping our environment blooming lovely every year!
- All the volunteers and sports clubs and local business who make our Sports Day so successful, and especially Tony Rudgard, our retiring sports representative, whose enthusiasm for all sport has inspired us for many years, and who is still keen to be involved.

Update – our deputy executive officer has been working to find the supplier with the best specification and costs for matting for the WMG car park extension. It looks like this will come within budget and should be completed in the next week or two.

Questions:

Mr. Miller reminded the council members that Liphook in Bloom will be installing large water tanks to the side of the LMC and hoped that the proposed extension would not mean that this could now not go ahead.

Cllr Kirby assured him that there was no problem with the location of these.

35/17.3 LIPHOOK MILLENNIUM CENTRE COMMITTEE – CLLR M. CROUCHER

Following the appointment of a new Events Manager (Mrs Gill Sneddon) the facility is now making steady progress towards being a more commercially viable proposition. To ensure the complex is adequately managed during the core hours (10 to 4) we have also taken on an assistant Mrs Kate Etherington.

As I said in my F&P Report the LMC is in need of some TLC bearing in mind it has been open for nearly 17 years now.

The first improvement is to complete the refurbishment of the first floor to give us more meeting rooms and more space to enable users of the facility to store (at a cost) items of equipment they need on a regular basis.

The second project is to refit the two meeting rooms and make them better suited to providing better facilities for a range of uses they are now put to.

The third concerns the public conveniences. These are to be completely refurbished to modern day standards.

Finally, as I have already outlined in my F&P report, we are carrying out a feasibility study into moving the whole of the Parish Office complex over to the LMC site. This is at a very tentative stage at this moment in time, but we will be giving regular updates throughout the coming year as to the viability of such a move.

Many I take the opportunity of thanking all the LMC Staff including the groundsman who carry out some of the heavier duties when needed, for their work during the last year, it is much appreciated.

Finally, may I thank all the volunteers who help with the social events at the centre. Without their help, it would be very difficult to put on some of the events. If you feel you would like to help as a volunteer, please get in touch with either Gill or Kate who will gladly explain what the role requires of you, and how your skill set could best be used by the centre for the benefit.

Questions:

Mrs Moore said that the reason given for the increase in the Precept in 2016 was to partly pay for work to be done at the Millennium Centre; this year, 2017, the increase is due to the Neighbourhood Plan. Is it going to increase again next year to cover for this refurbishment of the LMC?

Cllr Croucher responded saying that all public halls are very expensive to maintain and run and the Millennium Centre is no exception. The more people we can get using it the cheaper it becomes but at present it is running at a deficit. Opting to register for VAT on the Millennium Centre is in our favour as it enables the parish council to reclaim VAT on the expenditure for the capital works.

Mr. Maroney asked if there were to be any regular monthly functions at the LMC.

Cllr Croucher said that he should speak to Mrs Snedden, the Events Manager, with any ideas and comments. Cllr Ives spoke of the very successful the Film and Food nights which are held.

The past 12 months have been a time of considerable change for the Planning Committee. Cllr Jeannette Kirby stood down as Chairman in May 2016 and was replaced as Chairman and V-C by the duumvirate of Cllr Don Jerrard and Cllr Barbara Easton. As a result Cllr Kirby chaired 2 of the meetings and Cllr Don Jerrard and Cllr Barbara Easton 5 each of the 12 monthly meetings which have taken place.

More importantly after many years of dedicated service as Planning Clerk and Information Officer Mrs Gina Spencer retired leaving a massive hole which we have not yet filled. I would like to place it on record again that the Parish Council and the parishioners owe a huge debt of gratitude to Mrs Spencer for all the work she did on our behalf.

There was only one silver lining in the clouds of Mrs Spencer's retirement. That is that Mrs Spencer preferred to do things the old way. We have now made sure that we are now using the internet and electronic aids which are available to us for our meetings, but we still miss Gina very much.

I am afraid that despite our new gadgets and pictures the planning meetings have obviously not been that interesting to attract large audiences. I checked the minutes of the 12 meetings this afternoon and found that there was not a single question from any member of the public until the last meeting on 13 March 2017.

In fact there was very little discussion on the major developments. At the meeting in April 2016 there was a reserved matters application regarding the 155 dwellings on phase 1 of the Lowsley Farm Development but that was not controversial. At the same meeting there was a suggestion that there might be an invitation to hear new proposals for Bohunt Manor but this hasn't happened.

Since April there have been various matters concerning the development of the OSU site and the gypsy sites in Devil's Lane, but these have not been controversial so far as the Parish Council's response is concerned. There has been the usual large number of extensions, garage conversions and conservatories. But you will have noticed that I have made no mention of the Neighbourhood Plan. That was the topic which was mentioned in public question time at the most recent meeting on 13 March 2017.

When I looked at the minutes of the Parish Council Planning Committee the Neighbourhood Plan Steering Group which I saw for the first time only a short while ago I found something very strange. There had been 12 meetings of the Parish Council Planning Committee, all with Public Agendas, held in public, and with public minutes.

I have found references and 8 sets of minutes for 10 Steering Group meetings. They, had no public agendas and were not advertised, even to the Parish Council, and were not open to the public. Four of these meetings took place on the same day and nearly the same time as Parish Council Planning meetings. All 4 of those Steering Group meetings were attended by 3 councillors who had received notices well in advance of the Parish Council Planning meetings.

On 7 November 2017 the Steering Group meeting started at 7.00pm, was attended by the Liphook Herald reporter Mrs Gabrielle Pike, for the first 20 minutes, after which Mrs Pike joined the Planning Committee meeting at 7.30pm. So Mrs Pike knew about the Steering Group meeting whilst the Parish Council did not. I hope you will look at the press reports in the local newspapers in that context. I am personally very disappointed by the lack of transparency which has caused upset and division. I can only add my belief that the future progress of the Neighbourhood Plan under the Chairmanship of Councillor Emma Winfield will be done transparently and with as much communication with the entire community as can be arranged.

Questions:

Mrs Pike - Press, responded to a comment made in the report saying that she attended the Steering Group's meeting for twenty minutes for a photo session and then left to attend the Planning Meeting.

Cllr Garnett also responded saying that all NDP meetings, under her Chairmanship, had agendas which were available to councillors.

There was a general discussion between members of the public and councillors regarding Lowsley Farm Phase 1 and 2, S106 and CIL.

Cllr Croucher said that Phase 1 was developed under S106 but as Phase 2 was delayed until 2017 it will come under CIL. Cllr Jerrard said that this needed clarification.

The money raised from CIL comes back to the Parish Council, it cannot be paid back to the public and does not need to be used for providing infrastructure on the site it is collected from, unlike S106 which has specific conditions and obligations attached. This needs to be clarified.

Cllr Jerrard commented on a very informative and useful EHAPTC meeting that he had attended with a presentation given by East Hants District Council's Head of Planning. He said that there would be training offered on CIL. He also mentioned that Liss Parish Council are in discussion with other parish councils in the area, especially those within the South Downs National Park, to form a cluster group who will meet to discuss issues of planning importance and hoped that BLPC may well join this group.

Cllr Glass said that there had been training courses offered on CIL but these had been poorly attended.

Mr Maroney said that he thought that money raised from CIL had come back to the Parish Council so why had Liphook in Bloom received a grant from EHDC? Cllr Glass responded that this was a Cabinet grant, which can be applied for up to £25,000, and which are completely different.

35/17.5 PARISH COUNCIL REPORT – CLLR J. IVES

Chairman's Report

The Chair, Cllr Ives, outlined some of the responsibilities of the full Parish Council and explained how most of the decisions of the Council took place at Committee level. She also gave details of the outside bodies where councillors attend meetings of various local organisations and report back to full Council.

Cllr Ives gave a list of the staff currently employed by the Council including a current vacancy in the Parish Office and a vacancy for the Neighbourhood Development Plan administration role.

Cllr Ives gave some detail of the decisions that were made at full Council this year including; donation of £250 to the Canadian Red Cross Alberta Fires Appeal, hand back of police office at LMC, submission by PC to object to the TAG Farnborough proposals, adoption of 3 phone boxes in the village with possible use to house a defibrillator, submission re traffic order proposal in Longmoor Road, support of proposal of benches on the Berg estate subject to public consultation.

Cllr Ives gave a list of the grants that were approved by the Council this year explaining that the grant sum applied for was higher than the budget of £21,000. The decision on grants had to therefore take into account the needs of the applicants and being mindful of supporting different sections of the community i.e. the elderly, disabled, youth, families, carnival, Liphook in Bloom and sport. A small amount of £1,262 remains in the grant budget for any organisation wishing to apply over the coming financial year. Grant applications should be submitted in November of each year with decisions being made usually at the January Finance & Policy committee meeting.

Cllr Ives outlined some of the costs that the parish council incurs every year and highlighted some of the higher sums of expenditure (these are details in the attached presentation). Cllr Ives advised that these figures were ball park sums taken from the budget and were not a complete list of expenditure.

The outcomes of Speedwatch were given – that 3,494 motorists have been logged as speeding in the last two and a half years but there was no improvement in figures over this period. The Council will continue to work with the police to try and get more action and a plea for volunteers was given.

The Horse Chestnut Tree was finally planted in The Square to replace the tree that had to be taken down. Cllr Ives was very pleased to help plant the tree with Irene Ellis from Liphook in Bloom.

Cllr Ives announced that Cllr Emma Winfield had been appointed as Chair of the Neighbourhood Development Plan earlier that evening at an extraordinary meeting of the council. The appointment was to cover phase 1 of the plan up to the Interim Report at which point it would be reviewed and Cllr Ives hoped that a member of the public would come forward as Chair. The steering group will be formally

appointed over the coming weeks and more volunteers were still required. A Visioning Event will be held probably in June 2017 where local stakeholders will be invited to attend.

The Council's website would be upgraded in the coming months to comply with the Transparency Code and to make navigation easier. The Council now has a Facebook page (Facebook@bramshottliphookpc) where information is posted with regards to meetings, public consultations etc.

Cllr Ives thanked Peter Stanley and Melanie Kite for their unstinting help, support and advice. Thanks were also given to the Parish Office staff for providing an effective information service to the public and for their fantastic can do attitude when dealing with members of the public and councillors. Fellow councillors were thanked for the hours of work they put in to the Council and their enthusiasm and commitment. Volunteers at the LMC, particularly for the cinema events, were thanked for their time. The staff at the LMC were praised for their work in the regular cinema, film and food events and for working towards increasing income at the LMC with new regular events. The Grounds team provided a good service in looking after our parish grounds and in particular their renewed efforts this year at the Recreation Ground, the Village Green and the beautiful Radford Park – the grounds are all looking lovely. Their efforts at assisting at the LMC were also noted.

Tony Rudgard was thanked for his years of service to the PC as sports representative. He now wants to step down and a new sports representative was being sought who could take over Tony's very large shoes in the coming months. The volunteers who helped at the Village Sports Day were also thanked – Paul Robinson, Bob Hall and Katie Land and some of our own staff Pete Terry and Nicki Sosin.

Questions:

Cllr Garnett asked how much was paid for reversing the remaining lease on the police station.
Cllr Ives said that it was £12,700 and was a one-off, exceptional item.

Mr. Ellis enquired if anything was going to be done to the broken and uneven cobblestones outside the pub in the main square.

Cllr Ives said that she was aware of this hazard but it was the pub's responsibility.

36/17 REPORT FOR EAST HAMPSHIRE DISTRICT COUNCIL – CLLR A. GLASS

Report by District Councillors, Rebecca Standish, Bill Moulard and Angela Glass to the AGM of Bramshott and Liphook Parish Council, Monday 27th March 2017

East Hampshire District Council has had, once again, a busy and productive year. In our report last year, Devolution, and all that it involved, was a possibility. Since then, a lot has changed, and this has now been put aside.

Invest for Growth, and Council Tax

The District Council has been actively pursuing the Invest for Growth strategy, with success, and as a result of the purchase of part of the OSU site, it is good to be able to report that the first bulldozers will be on site on Monday 3rd April.

The strategy for investment, has reaped rewards, to such a degree that EHDC was the only Council across Britain to cut its share of the Council Tax, whilst others have raised theirs. This has been widely reported today, in all the papers, and on Radio and Television, where the Leader Ferris Cowper, has given interviews. This strategy will continue, and we look forward to success in the following years.

Housing

The housing development at Silent Garden now has its first occupants, and the first part of the Lowsley Farm development is approaching commencement.

Whitehill and Bordon continues to see big changes, with the developments at Quebec Park, and the former Louisburg Barracks site, now on show, and on sale.

The new relief road is already in use at the Louisburg end of Bordon, with the Whitehill part, following the line of the former military railway, under construction.

A recent exhibition showed the possible proposed development of the former Prince Philip Barracks, which will form the heart of the new town, and includes the new sports centre with six lane swimming pool, and the new School, the replacement for Mill Chase Academy.

County Council Elections

This time last year, following the resignation of Cllr. Ferris Cowper as a County Councillor, a County Council election was approaching. We have to thank our County Councillor Floss Mitchell, who was elected, for all the help she has given to Bramshott and Liphook over the past year, and her support. County Council elections take place on the 4th May, and Cllr. Mitchell will be standing again for re-election.

Fly Tipping, Dog Fouling, Littering, Zero Tolerance

The District Council has introduced a zero tolerance policy with regard to these public nuisances. Anyone caught fly tipping, littering or allowing their dog to foul without removing the result, will be fined.

Please report any incidents directly to EHDC, or Hampshire County Council. In the case of fly tipping, if evidence can be taken from the rubbish, and the owner traced, then a prosecution will follow.

Neighbourhood Plan

EHDC has been pleased to assist the Steering Group, with the process of the Neighbourhood Plan. Its officers will continue to assist and advise over the coming months.

District Councillor Grants

It is always good to assist local groups and organisations where we can. Each District Councillor has an annual grant of £4,500, giving £13,500 available locally.

We have been very pleased to help the following, over the last twelve months, and look forward to being able to help again in the coming year. Grants have been awarded to:

Bramshott and Liphook PCC: towards repairs to the Churchyard wall between St. Marys and Bramshott Manor

Home-Start WeyWater: towards a Santa Fun Run, including advertising, road cones and medals.

Community Support Laundry Liphook: towards replacing rotten windows and doors.

The Kings Arms for young people: towards compilation of a Directory.

TLC Befriending & Therapy: towards supporting five volunteers.

Liphook in Bloom: towards repair of the water bowser and replanting of herb and heather beds.

Liphook C of E Junior School: towards Canada Day and the Remembrance Service

Liphook Village Hall Management Committee: towards the purchase and installation of a wall mounted baby changing unit in the disabled toilet

The Peak Trust: towards the refurbishment of the kitchen.

The Ark Pre-School Nursery: towards the establishment of the nursery in The Ark at the Church Centre.

Liphook Carnival Committee: towards the Annual Carnival.

Classic Car Day: Directional road signs, road safety and on site signage.

Age Concern, Liphook: towards the provision of a minibus to ferry the elderly around the Parish and to their activities, cinema and markets.

TLC Befriending and Therapies: towards the cost of producing leaflets for advertising their service.

Liphook Crankers: towards The Liphook Bike Ride.

Liphook Infant School: towards Listen2Me, which gives pupils an opportunity to learn music.

Thank you to all our residents for your support over the last year, which is very much appreciated.

Questions:

Mr. Maroney asked what the contribution from Bramshott Place had been spent on and could she confirm that there had been no affordable housing built.

Cllr Glass confirmed this, saying that no developer had come forward with plans for affordable housing and none of the money had gone towards the Silent Garden development.

Mr. Maroney also enquired about the issue of fly tipping.

Cllr Glass said that EHDC and Surrey were working together on trying to combat this.

37/17 REPORT FOR HAMPSHIRE COUNTY COUNCIL – CLLR F. MITCHELL

Annual Parish Meeting of the Bramshott and Liphook Parish Council – Cllr F. Mitchell
(Appendix 1)

Questions:

Mr. Maroney asked if the Traffic Study's Terms of Reference had been published yet and if any decision had been made to use mobile technology.

Cllr Mitchell replied that the group only met last Wednesday so, no, the Terms of Reference has not yet been published. Nothing has been decided on what technology to be used; mobile is just one option.

Mr. Young mentioned that the double yellow lines on the corner of The Avenue has not rectified the traffic problem and that a more comprehensive solution is required.

This is ongoing.

Cllr Garnett asked for clarification on who would be funding the improvements on Woolmer Lane.

Cllr Mitchell reiterated that one option would be under Community Funded as HCC have not agreed to fund it but they would possibly cover cleaning of the road.

Meeting closed at 9:35pm

Signed:
Chairman

Date: