



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL
AT THE NEXT MEETING ON 28TH MAY 2012**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL
TOOK PLACE AT 8.00PM IN THE PEAK CENTRE, MIDHURST
ROAD, LIPHOOK ON MONDAY 23RD APRIL 2012**

MINUTES

PRESENT: Cllr B Easton (Chairman), Cllr M Croucher, Cllr R Evans, Cllr D Hoskins, Cllr A James, Cllr D Jerrard, Cllr P Jordan, Cllr B Mouland, Cllr J Poole, Cllr P Robinson & Cllr J Tough

Seven members of the public were in attendance.

64/12 CHAIRMAN'S ANNOUNCEMENTS

Cllr Easton read out an announcement covering recording of the meeting, fire exits and hearing loop.

65/12 APOLOGIES FOR ABSENCE

Cllr E Hope

66/12 DISCLOSURE OF INTERESTS

No interests were declared

67/12 REPORTS FROM DISTRICT / COUNTY COUNCILLORS

Cllr Ferris Cowper

A report was tabled for April 2012 (copy in minute book). This report will now be available regularly on the Parish Council website and the April report is already posted there.

Cllr Bill Mouland

Cllr Mouland advised that a planning meeting was being held on 3rd May to discuss land at Lowsley Farm and also concerns from local residents on the proposed roundabout. This meeting will be open to the public and a large number were expected to attend.

68/12 PUBLIC PARTICIPATION SESSION

The declaration was read out by the Chairman.
Meeting was adjourned for public questions.

Public Questions – not on the Agenda.

Mr Burns stated he thought the meeting on 19th April concerning Developers contributions was good but he was concerned that not more Councillors were present. Cllr Jerrard stated he had wanted to attend but had been unable because of prior commitments and this was also the case with a number of other Councillors. Mr Burns was concerned that outline planning permission was only given for change of use and not for any buildings. Cllr James confirmed that change of use from agricultural to recreation was all that had been sought and approved. The next step was to seek approval for the building of facilities. There was no point in purchase the land until this was approved. Cllr Poole stated that Tony Rudgard would help with the recreation building plans. It was also stated that the provision of modern flood lighting should be part of this as they are less obtrusive than the old style lighting.

Mr Fitcher asked why the grass cutting contract was now done by EHDC and the effect on the budget. Cllr Croucher advised that the tendering of grass cutting in Hampshire CC had reduced the potential value of the contract to the Parish Council significantly making it not cost effective to continue. Details of the contract for any complains over grass cutting standards could be obtained from the Parish Office. The withdrawal from the contract was after the budget was set so there were implications on the budget but these were still being considered and remedial action taken to manage this.

Mr Hall asked whether the recreation developer contributions would be lost if not used. It was confirmed that it was unlikely this would be so and the funding would be carefully monitoring to ensure that it is used.

Questions relating to business on the Agenda.

The declaration was read out by the Chairman.
No Councillor had a prejudicial interest in business being transacted

Public Questions - on the Agenda

Mr Young requested that he be allowed to comment on the item covering grants later in the agenda. This was agreed by the chairman.

Meeting re-convened

69/12 MINUTES OF LAST MEETING

Full Council Meeting held on 27th March 2012. Several typing errors were corrected. Proposed Cllr Croucher, Seconded Cllr Hoskins Vote - 11 in favour, 1 abstain - **minutes of public and exempt session approved**

Full Council Meeting held on 19th April 2012.

Proposed Cllr Hoskins, Seconded Cllr Croucher Vote 5 in favour – **unanimously approved by those in attendance at that meeting**

70/12 MATTERS ARISING

It was confirmed that the Developer Contributions List of Project had been updated at the meeting of 19th April and a copy will be circulated to all Councillors.

71/12 MINUTES OF COMMITTEE MEETINGS

Finance & Policy Committee

Meeting held on 2nd April 2012

Proposed Cllr Croucher, Seconded Cllr Easton Vote – **unanimously approved**

It was confirmed that training on the council's electronic payment system had been undertaken and would be cascaded to those signatories not present at the training.

Recreation Committee

There were no meetings since the last Council meeting. Cllr Poole reported that the tennis club had built some steps up to the tennis courts at their own cost. There was still wheelchair access to the courts.

LMC Management Committee

No meetings had taken place recently.

Highways, Byways & Transport

No meetings had taken place recently

Planning Committee

Meeting held on 16th April 2012

The minutes were tabled (copy in minute book)

Proposed Cllr Jerrard, Seconded Cllr Evans, vote **unanimously approved**

72/12 REPORTS OF WORKING PARTIES

Queens Diamond Jubilee Working Party

The report of the working party was considered. Possible projects included the construction of steps and clearance of banks at Radford Park, mapping of trees in Liphook and producing a Queens Diamond Jubilee Tree Appreciation Walk and a project involving local schools. Following a detailed consideration of each option, a vote was taken and it was unanimously agreed that the Tree Mapping and Tree Appreciation Walk was the preferred option.

A working Party will convene to plan the work for this project and decide terms and conditions of the group. Cllr Moulard, Cllr Tough, Cllr Poole & Cllr Jerrard agreed to join the existing members of the group. It was noted that Hampshire County Council would help with the use of GPS mapping. As this would be a challenging project, it was agreed to ask members of the public if they are able to help.

Although the improvement work in Radford Park had not been chosen, it was felt that this work should be undertaken as a project in its own right. The matter was referred to the recreation Committee to manage.

Accounts & Annual Return Working Party

There were no developments to report under this item

73/12 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE

The financial report showing payments made for March 2012 was considered. Any queries on the payment should be referred to the Parish Office so that records can be examined. Cllr James raise a query regarding two payments made to Brakes. It was agreed this will be investigated and reported back. Cllr James also felt that there was insufficient detail in the report to explain the nature of the purchase.

Proposed Cllr Croucher, Seconded Cllr Jordan, vote **11 in favour, 1 abstain, proposal approved.**

74/12 INTERIM INTERNAL AUDIT REPORT

The Interim Internal Audit report was considered. Cllr Hoskins raised her concern about the statement on page 4 “Whilst we note the on-going staffing issues, of which members are more than aware, we have no issues in this area at present that warrant formal comment or recommendation.” Cllr Jerrard also concurred with this view. Cllr James stated that her view was that this was an exceptionally well run council. The general view was that the Internal Auditor should be invited back to discuss the report and that Cllr Croucher should write on behalf of the Council. Consideration should also be given to seeking alternative Internal Audit in the future as regular changes was seen as good practice.

75/12 COUNCIL PRECEPT

It was confirmed that the Council precept for 2012/13 is £216,224.

76/12 APPOINTMENT OF LOCUM CLERK AS RESPONSIBLE FINANCE OFFICER

It was confirmed that the locum clerk is also the Responsible Finance Officer for Bramshott & Liphook Parish Council

77/12 TO APPROVE GRANTS FOR 2012/13

Cllr Jordan declared a personal interest in this item covering Liphook in Bloom. Cllr Croucher reported that there was a formal criteria for approval of grants and as such a decision would be deferred until a formal meeting had been arranged with Liphook in Bloom and the Peak Centre.

Meeting adjourned

Mr Young asked that the same criteria be applied as for the Dining Club. It was confirmed that this would be the case.

Meeting reconvened

78/12 TO APPROVE A MEMORIAL PUBLIC SEAT

A letter had been received from Mrs Walters about the possible siting of a public memorial site for Mr James Walters somewhere close to the Green.

It was unanimously agreed that the Council agree this request.

Meeting ended 9.25pm