



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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THE PARISH OFFICE
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To all Parish Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL AT 8.00 PM IN THE PEAK CENTRE, MIDHURST ROAD, LIPHOOK, ON MONDAY 28th JANUARY 2013

Members of the press and public are welcome to attend the meeting and are encouraged to do so.

Extract of standing orders

The period of time which is designated for public participation shall not exceed 15 minutes except at the discretion of the Chairman. A person should raise their hand when wishing to speak and will be asked to state their name for the record. If declining to give their name they will be referred to generically in the minutes. The meeting shall not exceed a period of 2.5 hours except at the discretion of the Chairman.

P STANLEY
LOCUM CLERK

22nd JANUARY 2013

AGENDA

- 1. CHAIRMAN'S ANNOUNCEMENTS**
- 2. APOLOGIES FOR ABSENCE**
- 3. DISCLOSURE OF INTERESTS**

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which

you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.

4. MINUTES OF LAST MEETING

To approve and sign the Minutes of the meeting held on 18th December 2013 –
(APPENDIX 1)

5. MATTERS ARISING

To consider matters arising from the meeting held on 18th December 2013.

6. PUBLIC PARTICIPATION SESSION

Adjournment of the meeting for public questions.

Public Questions.

(a) To allow members of the public to address the Council with respect to items not on the agenda.

(b) To allow members of the public to address the Council about business on the agenda at the discretion of the Chairman.

Meeting re-convened

7. REPORTS FROM DISTRICT / COUNTY COUNCILLORS

Cllr Ferris Cowper – County Council

Cllr Angela Glass, Cllr Bill Moulard, Cllr Lynn Ashton – East Hants District Council

8. TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE

To receive a schedule of accounts paid in December 2012 (APPENDIX 2)

To approve the accounts for November 2012. Queries should be raised with the Locum Clerk in advance of the meeting as it may not be possible to answer questions at the meeting without the financial records.

9. MINUTES OF COMMITTEE MEETINGS

To accept the minutes of committee meetings and feedback from committee Chairmen

Planning Committee

10th December 2012 – **(APPENDIX 3)**

14th January 2013 – minutes not yet available

Finance & Policy

8th January 2013 – **(APPENDIX 4)**

16th January 2013 – minutes not yet available

LMC Committee

10th January 2013– **(APPENDIX 5)**

10. REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES

To receive reports.

11. MEMBER-OFFICER PROTOCOL AGREEMENT

The Member-Officer Protocol was adopted at Full Council on 28th November 2011. A copy is attached for reference. This will need to be reviewed and incorporated into staff contracts. (**APPENDIX 6**)

12. NEIGHBOURHOOD PLAN

The Motion

“That the Council should form a Working Party, to be known as the Neighbourhood Plan Working Party, to research and make reports and/or recommendations to the Council on the cost, resource requirements, feasibility and benefits of preparing a Neighbourhood Plan for the whole or part of the Parish.

The Working Party shall consist of a maximum of seven members, consisting of members and/or officers of the Council and co-opted members of the public, at least one of whom should be a District Councillor, to be appointed at the January meeting of the full Council”.

Proposed Cllr Jerrard

13. TO APPROVE THE COUNCILS BUDGET AND PRECEPT 2013/14

The Council needs to set a budget for 2013/14 and notify East Hants District Council of its precept by Wednesday 6th February 2013. The budget & Precept proposed by Finance & Policy Committee is attached. (**APPENDIX 7**)

14. EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS

The Motion: “In accordance with the provisions of section 1(2) of the Public Bodies (admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted”

Proposed by: The Chairman of the meeting

The excluded session covers the minutes of the excluded session in December and the appointment of Internal Auditors to the Council.