



BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

Mr P J Stanley
PARISH CLERK

Tel: 01428 722988

Fax: 01428 727335

e-mail: 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 24th JUNE 2013**

**THE ANNUAL MEETING OF BRAMSHOTT & LIPHOOK PARISH
COUNCIL TOOK PLACE AT 7.30 PM IN THE PEAK CENTRE,
MIDHURST ROAD, LIPHOOK ON MONDAY 20th MAY 2013**

MINUTES

PRESENT:

Cllr M Croucher - Chairman
Cllr B Easton – (Chairman for item 1)
Cllr R Evans
Cllr D Hoskins
Cllr J Ives
Cllr D Jerrard
Cllr J Kirby
Cllr T Maroney
Cllr J Poole
Cllr E Trotter
Cllr P Jordan
Mr P Stanley - Clerk

Six members of the public and the press were also present.

62/13 ELECTION OF A CHAIRMAN OF THE COUNCIL 2013/14

Cllr Easton announced she was stepping down after 18 months as chairman of the council. Cllr Croucher was proposed and unanimously approved as the new chairman of the Council.

63/13 DECLARATION OF ACCEPTANCE OF OFFICE BY THE CHAIRMAN
The chairman signed the declaration of acceptance of office which was signed as witness by the clerk.

64/13 ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL 2013/14
Cllr Easton was proposed by Cllr Croucher, seconded by Cllr Jerrard and unanimously approved.

65/13 APOLOGIES FOR ABSENCE
Cllr Robinson

66/13 CHAIRMAN'S ANNOUNCEMENTS
Those present were advised that the meeting was being recorded to assist with preparing the minutes.

67/13 DISCLOSURE OF INTERESTS
The Chairman read out the declaration covering disclosable pecuniary interest. None were declared.

68/13 MINUTES OF THE LAST MEETING
Minutes of the meeting held on 29th April 2013.
Proposed Cllr Croucher, Seconded Cllr Maroney – unanimously approved.

69/13 MATTERS ARISING
None

70/13 ELECTION OF CHAIRMAN AND VICE –CHAIRMAN OF THE FINANCE AND POLICY COMMITTEE

Cllr Jordan was proposed as Chairman. Vote unanimously approved. Cllr Maroney was also appointed as the additional member of the F&P Committee.

71/13 ELECTION OF COMMITTEE CHAIRMEN AND VICE-CHAIRMEN

Planning Committee

Cllr Jerrard was proposed as Chairman. Vote unanimously approved.

LMC Management Committee

Cllr Hoskins was proposed as Chairman. Vote unanimously approved.

Recreation Committee

Cllr Jordan agreed to Chair the next meeting after which a new Chairman will be appointed.

72/13 APPOINTMENT OF MEMBERS/CO-OPTED MEMBERS TO COMMITTEES

The following councillors and representatives were approved:

Recreation Committee

Cllr R Evans
Cllr J Ives
Cllr P Jordan
Cllr J Kirby
Cllr J Poole
Cllr P Robinson
Cllr E Trotter

Planning Committee

Cllr Croucher
Cllr Evans
Cllr Jerrard
Cllr Jordan
Cllr Kirby
Cllr Maroney
Cllr Poole
Cllr Robinson

LMC

Cllr Croucher
Cllr Easton
Cllr Hoskins
Cllr Ives
Cllr Maroney
Cllr Poole
Mr Evenden
Mr Stephenson
Mrs Kirkpatrick
Mr Pate
Mr S Baker

Finance & Policy

Cllr Jordan
Cllr Maroney
Cllr Hoskins
Cllr Jerrard
Cllr Croucher
Vacancy – chairman of recreation committee

73/13 ELECTION OF REPRESENTATIVES TO ORGANISATIONS, OUTSIDE BODIES, WORKING PARTIES AND GROUPS.

As not all councillors had expressed their views, those still to respond were asked to do so to the clerk and then representatives will be elected. The following Working Parties were either established or to be established:

Website WP

Cost recovery WP
Standing Orders WP
Skate Park WP
Radford Park WP.

It was agreed that the linkage to relevant committees should be made clear.

74/13 PUBLIC PARTICIPATION SESSION

Meeting Adjourned

Public Questions – No on the Agenda

None

Public Questions – On the Agenda

Mr Young asked why the public participation session was not later in the agenda. Cllr Croucher explained this was so that councillors could take on board what was being said when the item is discussed otherwise the comments would be made after the debate had taken place and could not be reopened.

My Young also asked about availability of committee papers in the Parish Office. Cllr Croucher advised that publically available papers were available from the office but staff must be given time to prepare them. Papers would only be available after they had been considered by the relevant committee.

Meeting Re-convened

75/13 REPORTS FROM DISTRICT / COUNTY COUNCILLORS

Cllr Ferris Cowper

Cllr Cowper's report had been circulated and the content was noted.

Cllr Lynn Ashton, Cllr Angela Glass, Cllr Bill Mouland

The report had been circulated to councillors. Cllr Mouland expressed his congratulations to Cllr Croucher for his appointment as chairman. He also thanked Cllr Easton for all her work as the previous chairman. Regarding the proposals at Bohunt Manor, it was confirmed that Cllr Ashton can be used as a contact. It was also confirmed that a meeting will be arranged with the SDNP and the Parish Council were invited to send a representative to this meeting.

76/13 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE

The schedule of accounts for April 2013 was considered (attachment 1 to the minutes). It was noted that the bank balances held were as follows:

Business Account	£1,001.00
30 Day Account	£354,368.59
Total held as at end April 2013	£355,369.59

Councillors were asked to contact the Clerk if they have any questions about the figures.

Proposed Cllr Croucher, Seconded Cllr Jordan. Vote unanimously approved.

77/13 MINUTES OF COMMITTEE MEETINGS

Planning Committee

Meeting held on 13th May 2013 – Minutes are not yet available. Cllr Jerrard advised that there was a significant input regarding Bohunt Manor which will be discussed later in the agenda.

LMC Management Committee

Meeting held on 16th May 2013 – There were no matters to report.

Finance & Policy

Meeting held on 15th May 2013 – There were no matters to report

78/13 EXEMPT MINUTES FROM COMMITTEES

The exempt minutes from the LMC Management Committee on 11th April 2013 were noted.

79/13 REPORT FROM REPRESENTATIVES FROM OUTSIDE BODIES

Cllr Maroney gave an update on the Parish Plan. The work has been on-going for 2½ years and was now well into the writing phase. A copy is available to view on the Parish Plan website. www.liphookplan.co.uk

80/13 FINAL INTERNAL AUDIT

The final Internal Audit report was considered. It was felt best to refer the individual points to the relevant committees to consider. There was a discussion on the recommendation not to communicate externally except through the appropriate channel which was the clerk. Following discussion, it was agreed that councillors could communicate externally provided they make it clear the views are those as an individual and not in any way the policy of the council. The Chairman will monitor this and discuss with individual councillors if necessary.

The overall report was approved.

Proposed Cllr Croucher, Seconded Cllr Maroney. Unanimously Approved.

81/13 BOHUNT MANOR PROPOSALS

It was noted that there was a pre-application with the South Downs National Park concerning new proposals for the land. A number of councillors had attended the public exhibition to see and listen to the proposals. It was felt that the council needed to be involved in this process and ensure that the public were aware it was taking an active role in considering public views on the development. A draft press statement had been prepared to explain the council's position on this.

Mr Rudgard ran through his report on the Bohunt Manor proposals and explained the need for additional sports provision in the area. It was noted that part of the Parish Plan was looking at the needs for recreation facilities in the future.

It was felt that the council needed to understand what exactly was being proposed through more meaningful discussion with those involved.

Cllr Hoskins joined the meeting

Two amendments to the press statement were approved. One was to include reference to putting comments to the pre application on the SDNP website and the second to state the intention of the council to hold a public meeting. Cllr Jerrard was ask to work with the clerk to agree the final wording of the press statement and on that basis the release of a statement was approved.

Meeting closed at 8.50 p.m.

Chairman

Date