



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

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## PARISH COUNCIL MEETING

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL  
AT THE NEXT MEETING ON 27<sup>th</sup> OCTOBER 2014**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL  
TOOK PLACE AT 7.30 PM IN THE PEAK CENTRE, MIDHURST  
ROAD, LIPHOOK ON MONDAY 29<sup>th</sup> SEPTEMBER 2014**

### MINUTES

#### PRESENT:

Cllr Croucher - Chairman  
Cllr B Easton  
Cllr J Ives  
Cllr Jerrard  
Cllr Jordan  
Cllr J Kirby  
Cllr T Maroney  
Cllr J Poole  
Cllr P Robinson  
Cllr E Trotter  
Mr P Stanley – Executive Officer

Twenty five members of the public and the press were also in attendance.

#### 100/14 CHAIRMAN'S ANNOUNCEMENTS

The chairman reminded those present of the fire exits. He also announced that the presentation by Peter Brett Associates had been cancelled due to the recent misleading press statement. A letter of apology had been received by the council and was offered again at the meeting.

**101/14 APOLOGIES FOR ABSENCE**

Cllr R Evans, Cllr D Hoskins.

**102/14 DISCLOSURE OF INTERESTS**

No disclosable pecuniary interest were declared.

**103/14 MINUTES OF THE LAST MEETING**

The minutes of the meetings held on 28<sup>th</sup> July 2014.

Proposed Cllr Robinson, Seconded Cllr Trotter, unanimously approved.

**104/14 MATTERS ARISING FROM THE MINUTES**

There were not matters arising.

**105/14 PUBLIC PARTICIPATION SESSION**

**Meeting Adjourned**

**Public Questions – Not on the Agenda**

In view of the number of members of the public in attendance there was an extended public questions session.

A written question had been received from Mr Miller, the Chairman of SOS Bohunt Manor Community Action Group. The question related to whether the council supports the SDNPA advice to EHDC concerning developments in their area and whether the council will lobby EHDC. Cllr Kirby stated that she felt the council could not lobby. However, concerns about the LIPS process had been raised with EHDC but she felt the concerns had not been addressed. Cllr Mouland advised that a meeting will be held between SDNPA, EHDC and the Parish Council.

There was some discussion about the merits of producing a Neighbourhood Plan to give the public a voice in deciding future local developments. This was a matter that the council will need to address in the future through the Planning Committee. Some of the work undertaken on the Parish Plan could be used in a Neighbourhood Plan. In response to a question, there was some difference of opinion about whether the area covered by a Neighbourhood Plan can be amended and this would need to be clarified.

Mrs Newman raised the issue of hedges in the old Midhurst Road. Sainsbury's had accepted liability for this area. Some work had been undertaken but further work was required. It was noted that an enforcement order may be required to ensure the work is completed.

A question was raised about how confident the Planning Committee were that their decisions representation the views of the community. It was stated that the proposals were always looked into carefully. It was EHDC that makes planning decisions and the council always checks decisions made by EHDC against the recommendations of the Planning Committee and mostly they are in line.

### **Public Questions – On the Agenda**

Mr Randall raised the problem of parking issues at Newtown Road where access is restricted to residents but there is a lot of commuter parking. This issue was discussed as part of minute 113/14.

Meeting Reconvened.

#### **106/14 NEIGHBOURHOOD PLAN**

The presentation was cancelled.

#### **107/14 REPORTS FROM COUNTY & DISTRICT COUNCILLORS**

Councillor Cowper ran through his report covering his activities as County Councillor. Items covered included Liphook Federated School Project, Parking, 2015-16 Traffic Management Budget, Quiet Lanes and Buses.

Councillor Mouland ran through his report covering Joint Core Strategy, Neighbourhood Plan and Louisburg Barracks, Bordon.

#### **108/14 MINUTES OF COMMITTEE MEETINGS**

##### **Planning Committee**

Cllr Kirby reported back on the work of the Planning Committee.

The minutes of a meeting held on 14<sup>th</sup> July 2014 were unanimously approved.

##### **Recreation**

Cllr Robinson ran through the issues being managed by the committee.

The minutes of a meeting held on 4<sup>th</sup> August 2014 were unanimously approved.

##### **Finance & Policy Committee**

Cllr Jordan advised the committee of the decisions taken at the last meeting.

The minutes of a meeting held on 17<sup>th</sup> September 2014 were unanimously approved.

#### **110/14 ANNUAL RETURN**

The Annual Return was considered following the completion of the external audit opinion. The council approved and accepted the Annual Return.

#### **111/14 ISSUES ARISING FROM THE ANNUAL RETURN**

The council considered a report from BDO on issues arising from the audit. The one issue raised covered the consideration of the internal auditors recommendations. This had already been undertaken at the Annual Meeting in May 2014 under minute 68/14.

#### **112/14 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F & P COMMITTEE**

The Schedule of Accounts for July 2014 was noted (copy in minute book as attachment 1). Cllr Jordan advised the council that he had audited the accounts and found them to be in good order. It was noted that the balances held by the bank were as follows:

## **July 2014**

### **Cleared balances at the bank**

Business Account	1,000.00
30 Day Account	261,135.68
Total held by the council end July 2014	262,135.68
Less unrepresented cheque	3,392.56
Cashbook Balance	258,743.12

#### **113/14 PARKING ISSUES IN LIPHOOK**

Cllr Croucher stated that the council was receiving an increasing number of complaints about parking particularly in Ontario Way, Canada Way, Newtown Road and the Avenue. This related to school traffic and commuter parking. Possible options suggested to resolve these issues included yellow lines, no parking signs between 7 am to 10 am and residents parking permits. Sight lines can be a problem for traffic where hedges are overgrown. It was agreed that any views or suggestions should be sent to Cllr Cowper to be considered as part of the parking review being carried out in the area.

#### **114/14 USE OF DIRECT DEBIT PAYMENTS**

The use of direct debits for payment of utility bills, rates and trade waste in accordance with Financial Regulation 6.6 was approved.

#### **115/14 USE OF BACS PAYMENTS**

The use of BACS for the payment of monthly salaries, salary related costs and supplies & services in accordance with Financial Regulation 6.8 was approved.

#### **116/14 MOTION ON NEIGHBOURHOOD PLAN**

Cllr Jordan stated that due to insufficient notice period for a motion to be placed, he was withdrawing this motion.

#### **117/14 MEETING WITH THAMES WATER CONCERNING DRAINS**

Cllr Maroney outlined the issues concerning the existing capacity of drainage and the additional pressure caused by potential new housing developments. It was agreed that the best way forward was to hold a private meeting involving all parties including Thames Water to agree what actions need to be taken to solve this problem.

#### **118/14 VACANCY ON RECREATION COMMITTEE**

Cllr Easton was appointed to the Recreation Committee.

#### **119/14 REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES**

Cllr Maroney gave an update on the progress of the Parish Plan and reported that he had attended the Age Concern Annual Meeting, which had been very informative.

**120/14 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 Cllr Jordan, Seconded Cllr Maroney, unanimously approved.