



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 15th MAY 2015**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL
TOOK PLACE AT 7.30 PM IN THE PEAK CENTRE, MIDHURST
ROAD, LIPHOOK ON MONDAY 27th APRIL 2015**

MINUTES

PRESENT:

Cllr Croucher - Chairman
Cllr Ives
Cllr B Easton
Cllr R Evans (Part)
Cllr Jerrard (Part)
Cllr Jordan
Cllr J Kirby
Cllr T Maroney
Cllr J Poole
Cllr Robinson
Mr P Stanley – Executive Officer

Nine members of the public and the press were in attendance. Cllr Mouland and Cllr Glass from EHDC were also present.

30/15 CHAIRMAN'S ANNOUNCEMENTS

The chairman reminded those present of the fire exits and mobile phones.

31/15 APOLOGIES FOR ABSENCE

Cllr Trotter.

32/15 DISCLOSURE OF INTERESTS
No disclosable pecuniary interest were declared.

33/15 MINUTES OF THE LAST MEETING
The minutes of the meeting held on 23rd February 2015 were unanimously approved.

34/15 MATTERS ARISING FROM THE MINUTES
There were not matters arising.

35/15 PUBLIC PARTICIPATION SESSION

Meeting Adjourned

Public Questions – Not on the Agenda

In response to a question about the timeframe for the Neighbourhood Plan, Cllr Croucher stated that the first public consultation will start in about 4 weeks' time.

Public Questions – On the Agenda

Mr Futchter asked about how the proceeds from the possible sale of the Haskell Centre would be used to support the Millennium Centre. Cllr Croucher stated that it would be used to help fund repair work and also provide additional space for the staff at the Haskell Centre to relocate.

Cllr Evans joined the meeting.

36/15 REPORTS FROM COUNTY & DISTRICT COUNCILLORS
The report from District Councillors was presented by Cllr Angela Glass. Her report covered the East Hampshire Invest for Growth Initiative, the Bramshott & Liphook PC Neighbourhood Plan and the Whitehill and Bordon Planning Application.

Concerning the Invest for Growth Initiative, Cllr Jordan felt this was a good initiative in that it provided a greater financial return. Cllr Easton felt some accountability could be lost if the initiative is run through a company rather than the council. Cllr Glass stated that a sum of £2.6m was available and both possible pilot schemes were in Liphook. EHDC was looking for support from the Parish Council. An agenda item will be considered on 15th May 2015 to provide such support.

Cllr Jordan raised concerns about the impact on local roads from the proposed development on the land at or adjoining Bordon Garrison. Cllr Glass reported that discussion had been held about this and some road junctions will be improved. In addition, a budget of £2.6m had been set aside for future problems and the council would be able to discuss the possible use of this funding to deal with any local impact. It was confirmed that there was no plan for a new railway link.

37/15 MINUTES OF COMMITTEE MEETINGS

Planning Committee

Cllr Kirby provided an update on local planning matters considered.

The minutes of a meeting held on 16th February 2015 & 16th March 2015.

Proposed Cllr Kirby, Seconded Cllr Croucher, unanimously adopted.

LMC Management Committee

Cllr Ives stated that the income from room bookings was lower than expected with the loss of some existing bookings however, some new customers had also used the centre. Spending on equipment had been high because of the need for replacement items. A schedule of required maintenance works had been agreed but would need to be phased so that the VAT partial exemption limit was not exceeded.

The minutes of a meeting held on 12th March 2015.

Proposed Cllr Ives, Seconded Cllr Robinson, unanimously adopted.

Finance & Policy Committee

Cllr Jordan provided an update of items considered at the last meeting. It was confirmed that EHDC would be funding the public toilets and as such, a fund would be established for maintenance. This would be £1,000 in the first year and then £500 in subsequent years.

The minutes of a meeting held on 2nd March 2015.

Proposed Cllr Croucher, Seconded Cllr Jordan, unanimously adopted.

38/15 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F & P COMMITTEE

The Schedule of Accounts for February 2015 & March 2015 was noted (copy in minute book as attachments 1). Cllr Jordan advised 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:

February 2015

Cleared balances at the bank

Business Account	1,570.00
30 Day Account	200,961.27
Total held by the council	202,531.27

Less un-presented cheque	5,122.99
Adjustment to Reconciliation	54.00
Cashbook Balance	197,354.28

March 2015

Cleared balances at the bank

Business Account	1,099.00
30 Day Account	188,002.59
Total held by the council	189,101.59

Less un-presented cheque	2,087.69
Cashbook Balance	187,013.90

39/15 FINANCIAL STATEMENT 2014/15

The Financial Statement as prepared by DCK Beavers.
Proposed Cllr Croucher, Seconded Cllr Maroney, unanimously adopted.

40/15 ANNUAL RETURN – SECTION 1 ACCOUNTING STATEMENT 2014/15

Cllr Croucher stated that the Section 1 – Accounting Statement of the Annual Return had been completed following the closure of accounts by DCK Beavers.

Proposed Cllr Croucher, Seconded Cllr Jordan, unanimously approved.

41/15 ANNUAL RETURN – ANNUAL GOVERNANCE STATEMENT 2014/15

Each of the nine governance statements were considered and voted on individually. With regard to statement 2 on internal controls, it was noted that there were some weaknesses and these were being addressed working with the council’s internal auditor.

All nine statements were agreed to be “Yes” and were unanimously agreed with the exception of statement 6 where there was one abstention.

42/15 INTERNAL AUDIT REPORT

Councillors considered the Interim Internal Audit Report which focussed on cash, debtors and the prime accounting records. The report contained some recommended actions to strengthen internal controls on cash handling.

Proposed Cllr Croucher, Seconded Cllr Jordan, unanimously approved.

43/15 GUNNS FARM ALLOTMENTS

Cllr Robinson stated that this had been discussed at the Recreation Committee and had been recommended to the council for approval. There are three plots each let at £40 per annum on an annual licence. Five people were on the waiting list. There was no funding available from EHDC or deposits to be transferred. EHDC would prepare the transfer document for a nominal sum of £1 with each party paying its own costs. There would be a covenant restricting use as allotments and a clawback clause in case the allotments are sold in the future. The council would need to provide assurance that it can manage the property and assure its long term future.

Proposed Cllr Robinson, Seconded Cllr Kirby, unanimously approved

44/15 SWIMMING POOL VIABILITY ASSESSMENT

Cllr Maroney introduced the item which seeks to gain full council approval following agreement of the Finance & Policy Committee. Approval is sought to request that EHDC instruct Sports England to conduct a viability assessment into the provision of a 4 lane pool in Liphook similar to the Godalming concept. Following some discussion it was agreed that this proposal be brought back for consideration by the new council.

45/15 PORTSMOUTH ROAD BUS STOP LAYBY RETAINING WALL

Cllr Robinson reported that Liphook in Bloom have for many years planted the bank at the back of the bus lay-by, between the edge of the pavement and the wall of Lloyds Bank. However, because of problems LIB wish to build a stone wall at the back edge of the pavement to reduce the angle of the bank. AS LIB cannot enter a legal agreement with HCC, the council have been asked to be the signatory to the legal agreement. This means that, LIB would build and maintain the wall, but should they cease to exist, the council would be responsible. A partnership agreement would also be needed between LIB and the council.

Proposed that the council enter a legal agreement for the proposed wall with HCC. Proposed Cllr Robinson, Seconded Cllr Ives, unanimously approved.

46/15 LITTER PICKING INITIATIVE

Cllr Robinson introduced his motion.

The Motion

“As part of a concentrated effort to reduce litter in the village it is important that steps are taken to include children in this campaign. It is proposed that this council should award £100 of the sum that has been earmarked for dealing with litter in the village in order to sponsor two ‘Colour a Poster’ campaigns, one for each school. It is suggested that the money will pay for three book token prizes, £25.00, £15.00 and £10.00 for each school.”

Proposed Cllr Robinson, Seconded Cllr Jordan, unanimously approved.

47/15 SPEED LIMIT REMINDER SIGNS

Cllr Robinson introduced his motion.

“The Council's Speed Limit Reminder Signs (S.L.R.s) have been located and returned to the Parish Office. There is money in the budget to have these erected and serviced. This council proposes that these signs be returned to use and positioned in accordance with Police advice and in conjunction with the Speedwatch Scheme without further delay.”

Proposed Cllr Robinson, Seconded Cllr Kirby, unanimously approved.

48/15 HASKELL CENTRE

Cllr Jordan stated that there was a significant amount of maintenance work required at the Millennium Centre. The proceeds from the sale or lease would provide funding for this that might otherwise need to be raised through the council precept. In addition, it was felt preferable for all parish administrative staff to be in one location.

The motion was not a decision to sell the Haskell Centre, but was about doing a feasibility study to consider the options available to the council. This would include a consideration of the toilets attached to the Haskell centre. It would be for the next council to determine how it went about undertaking the feasibility study.

Some concern was expressed about the possible sale of assets and also the redirection of the proceeds to the Millennium Centre.

The Motion:

“The Council supports carrying out a feasibility study on the financial and organisational benefits of selling or leasing out the Haskell Centre and moving the Parish Office to the Millennium Centre.

The benefits sought are the release of funds to help finance refurbishment of the Millennium Centre and the integration of staff from two to one location.”

Proposed Cllr Jordan, Seconded Cllr Ives, unanimously approved.

49/15 VILLAGE SPORTS DAY

Cllr Robinson outlined the plans for a sports day on 4th July 2015 and the councils support for this day, which is being organised through the sports representative, Tony Rudgard.

The Motion:

“This council proposes to support the Village Sports day on Saturday July 4th 2015 by donating £400 from the unallocated sums from the grant fund 2015/16.”

Proposed Cllr Robinson, Seconded Cllr Jordan, unanimously approved.

50/15 REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES

Cllr Ives reported she had attended a number of Youth Club meetings. The Youth club is not currently running, partly because funding and resources had been withdrawn. It was reported that EHDC are trying to support the club and some funding had been made available through Liz Panton.

As this was the last meeting for the current council, Cllr Croucher expressed thanks to all councillors for their contribution to the main council and its committees. The new council will form on 11th May and the first meeting will be held on 15th May 2015.

Cllr Jerrard joined the meeting.

51/14 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 Croucher, Seconded Cllr Easton, unanimously approved.