



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

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**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE  
NEXT MEETING ON 19<sup>th</sup> MAY 2016**

**A MEETING OF THE LIPHOOK MILLENNIUM CENTRE MANAGEMENT  
COMMITTEE WAS HELD ON THURSDAY 17<sup>TH</sup> MARCH AT 7.30PM IN THE  
CANADA ROOM AT THE LIPHOOK MILLENNIUM CENTRE, ONTARIO  
WAY, LIPHOOK.**

## MINUTES

### **PRESENT:**

Cllr M Croucher  
Cllr J Ives  
Cllr J Poole  
Cllr T Maroney  
Cllr S Hooper  
Mrs K Feeney – Liphook Millennium Centre Officer (LMCO)

1 member of the press present.  
1 member of the public was present.

### **12/16 CHAIRPERSON'S ANNOUNCEMENTS**

Cllr Ives reminded all those attending about fire exits and mobile phones.

### **13/16 APOLOGIES FOR ABSENCE**

Apologies received from Cllr Trotter.

### **14/16 DECLARATION OF INTERESTS**

Cllr Maroney informed the meeting that he knew one of the contractors that had quoted for repairs to Amphitheatre so would abstain from voting.

## **15/16 MINUTES OF THE MEETING**

To approve the minutes of the meeting held on 21<sup>st</sup> January 2016.  
Proposed Cllr Ives, Seconded Cllr Poole, unanimously approved.

## **16/16 MATTERS ARISING FROM THE MEETING**

05/16 Benches still hadn't been sanded. This item will need to be carried forward. LMCO to speak to the Executive Officer.

## **17/16 PUBLIC PARTICIPATION SESSION**

A member of the public was present.

There were no questions with respect to items not on the agenda.  
There were no questions with respect to items on the agenda.

## **18/16 REPORT ON ACTIVITY AT THE MILLENNIUM CENTRE**

LMCO updated the committee on the events that had taken place over last two months including Wrestling, Roller Skating and The Downton Abbey evening. Forthcoming events included several cinema evenings and a Film and Food night on 7<sup>th</sup> April. Planning for the forthcoming Village Day is ongoing and several bands and attractions have already been booked as well as the Deer's Hut providing food. The new food market had been smaller than anticipated but it was decided to keep on trying to encourage new stall holders. The idea of Hampshire Farmers Market visiting Liphook was also discussed briefly. Hard standing would be required so a suitable location would need to be identified.

LMCO informed the committee that there had been some vandalism at the back of the hall and this was now being dealt with by Bohunt School who were organising for payment to remove the graffiti. Bulbs in main hall lights to be replaced along with door closer in Canada Room.

## **19/16 BUDGET MONITORING STATEMENT**

Cllr Ives noted that there has been a substantial saving in salaries during this financial year.  
Cllr Maroney noted that maintenance costs were higher.

## **20/16 VAT UPDATE**

Finance & Policy Committee decided to remain with the decision to 'opt to Tax' from the 1<sup>st</sup> April 2016.

Several ways of implementing VAT were discussed and two options considered. The preferred route was that VAT will be inclusive on all existing bookings and all bookings made up to 1<sup>st</sup> September when a new fee structure will be implemented. The fee structure will be discussed at the LMCMC meeting in July and adopted ready for September 1<sup>st</sup> start.

All customers will be charged VAT from this date unless they can produce paperwork to prove they are exempt. Letter to be sent to customers informing them of the addition of VAT.  
LMCO to action.

Cllr Ives recommended this decision. Cllr Croucher seconded. All in favour.

**21/16 FEES STRUCTURE**

Fee review to be started as soon as possible. Working party was formed comprising Cllr Maroney, Cllr Poole, Cllr Ives and one member of staff.

**22/16 AMPHITHEATRE**

The Amphitheatre has now been fenced off to make the area safe.

Cllr Hooper informed the meeting that she is meeting a representative from Sainsbury's to discuss donations of benches, planting and furniture.

Quotes for filling and grassing the amphitheatre were considered. Decision was taken to use Contractor 1 but ask if the area could be turfed not seeded for the same price. Cllr Ives recommended. Cllr Poole seconded. All in favour.

**23/16 HALL FLOOR**

The hall floor is to be repaired and not replaced. Three quotes were considered to carry out the work required. It was proposed that Hampshire Flooring Ltd be awarded the contract at a cost of £3,394 net of VAT.

Cllr Ives recommended. Cllr Hooper seconded. All in favour

Timescales for this work have not been decided.

**24/16 EXCLUSION OF MEMBERS OF 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 Ives, Seconded Cllr Croucher, unanimously approved.