



BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

P J STANLEY
EXECUTIVE OFFICER

Tel: 01428 722988
Fax: 01428 727335
e-mail: council@bramshottandliphook-pc.gov.uk

THE PARISH OFFICE
HASKELL CENTRE
MIDHURST ROAD
LIPHOOK
HAMPSHIRE GU30 7TN

To all Parish Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL AT 7.30 PM IN THE LIPHOOK MILLENNIUM CENTRE, LIPHOOK, ON MONDAY 26th NOVEMBER 2018.

P J STANLEY
EXECUTIVE OFFICER

20th November 2018

AGENDA

- 1. CHAIRMAN'S ANNOUNCEMENTS**
Telephones, fire exits & recording of the meeting. To note the appointment of Peter Jones as Property Manager commencing on 10th December 2018.
- 2. APOLOGIES FOR ABSENCE**
To approve 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 minutes of the Parish Council meeting on 29th October 2018 (**Appendix 1**)
- 5. MATTERS ARISING – For Information Only**
- 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. REPORT FROM DISTRICT and COUNTY COUNCILLORS

East Hants District Council - Cllr Angela Glass, Cllr Bill Moulard, Cllr Rebecca Standish.
Hampshire County Council – Cllr Floss Mitchell

8. MINUTES OF COMMITTEE MEETINGS

To accept the minutes of committee meetings

LMC Committee

15th November 2018 (**Appendix 2**)

Finance & Policy Committee

14th November 2018 (**Appendix 3**)

Planning Committee

12th November 2018 (**Appendix 4**)

9. APPROVAL OF PAYMENTS

To receive and approve the cashbook showing accounts paid in October 2018 (**Appendix 5**) and to note the bank balances shown in the bank reconciliation which has been checked and initialled back to the original bank statement. (**Appendix 6**). Queries should be raised with the Executive Officer in advance of the meeting.

10. CONCLUSION OF AUDIT 2017/18

To note that the external audit has now been completed and to note the comments made by the external auditor (**Appendix 7**)

11. INTERNAL AUDIT 2018/19

To note the interim audit report together with an action plan (**Appendix 8**)

12. CLOSURE OF ACCOUNTS 2018/19

To note that the RFO will provide the figures for the Annual Return from our finance system rather than using our external consultant DCK Beavers. This will address some of the concerns of our internal auditor about figures reconciling to our financial system and will provide a saving in consultancy costs.

13. RADFORD PARK BRIDGE

At the last meeting, the council agreed that Beaver Bridges be awarded the contract for a new footbridge at Radford Park. We have been advised that following clarification, there is a revised price of £42,919.10 and approval is needed for this revised cost. This is still the lowest tender and within budget. (**Appendix 9**)

14. APPOINTMENT TO COMMITTEES

To approve the appointment of Cllr Rowson to the Planning Committee.

15. DEFIBRILLATORS

Councillors have been provided with the location of existing defibrillators. To consider the number, location and type of defibrillators to be provided by the council (**Appendix 10**).

16. RECOMMENDATIONS FROM THE GOVERNANCE, AUDIT & SCRUTINY SUB-COMMITTEE OF EAST HANT DISTRICT COUNCIL

The Governance, Audit & Scrutiny Sub-Committee of Hampshire County Council has made recommendations. The council should consider these recommendations and agree what actions it wishes to take. (**Appendix 11**)

17. NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

To accept the minutes of steering group meeting 9th October 2018. (**Appendix 12**)
To receive an update from the Steering Group.

18. NEIGHBOURHOOD DEVELOPMENT PLAN MEMBERSHIP

To consider changes to the terms of reference to allow membership from outside the parish within a 3-mile radius.

19. REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES

To receive any reports from representatives of other outside bodies.