



# 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 THE 25<sup>th</sup> FEBRUARY 2019**

**A MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL TOOK PLACE AT 7.30PM IN THE MILLENNIUM CENTRE, LIPHOOK ON MONDAY 28<sup>th</sup> JANUARY 2019**

### MINUTES

#### PRESENT

Cllr Croucher  
Cllr Garnett  
Cllr Hall  
Cllr Jerrard  
Cllr Kirby  
Cllr Levene  
Cllr Rowson  
Cllr Trotter

Mr P Stanley - Executive Officer

1 County Councillor, 2 District Councillors, 16 members of the public and the Press were in attendance.

#### 01/19 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off. He pointed out the fire escape routes. It was stated the meeting would be recorded for the purpose of the minutes and one member of the public was also recording the meeting.

#### 02/19 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Easton, Cllr Jourdan, Cllr Poole and Cllr Taplin.

**03/19 DISCLOSURE OF INTERESTS**

There were none.

**04/19 MINUTES OF LAST MEETING**

Councillors approved the minutes of the Parish Council meeting held 18<sup>th</sup> December 2018. Proposed by Cllr Croucher, Seconded by Cllr Trotter, all in favour.

**05/19 MATTERS ARISING**

Minute 123/18 – The Chairman advised that the training for all councillors will be held on 30<sup>th</sup> January 2019. The course is being run by HALC.

Minute 130/18 – A report will be presented to the Council meeting in February with proposals for location and cost.

**06/19 PUBLIC PARTICIPATION SESSION**

Meeting adjourned

**Public Questions – items not on the agenda**

None.

**Public Questions – items on the agenda**

A member of the public asked about the budget being considered on the agenda. He expressed concern about any increase in the precept and the affordability for older members of the community. He questioned whether an increase was necessary when the council holds considerable balances. Cllr Garnett stated that affordability affects younger and older members of the community. The council are aware of this but must raise sufficient funds to meet day to day cost, inflationary increases and fund projects such as the playpark equipment and play surfaces.

Meeting re-convened.

**07/19 REPORT FROM COUNTY AND DISTRICT COUNCILLORS**

County Councillor Mitchell ran through her report which had been circulated to councillors and members of the public.

- Bus services 13, 18 and 38 that are subsidised have had some changes to make them more affordable. Other buses fully funded by ticket sales are unaffected.
- The Avenue will shortly be resurfaced under operation resilience and will commence on 28<sup>th</sup> January for 5 days.
- The new Whitehill and Bordon Road is now open on time and in budget.
- HCC has decided to create a new Recreation and Heritage Community Fund of £500,000 in 2019/20.

District Councillor Glass ran through her report. She introduced Dean Mohammed, the new Community Development Officer at EHDC.

- The sports awards take place at Old Thorns on 14<sup>th</sup> March 2019.

- Public consultation for the Local Plan starts on 6<sup>th</sup> February for 6 weeks. There will be public events to receive feedback. The Liphook consultation is at the Millennium Centre on 6<sup>th</sup> March from 3.30 to 8.30 pm.
- Councillor grants are still available up to £1,000. Email applications should arrive by mid-February.

## **08/19 MINUTES OF COMMITTEE MEETINGS**

### Finance & Policy Committee

Cllr Garnett stated that grants had been allocated at the meeting. It had been necessary to scale down some requests as the budget did not cover all requests made. It was also noted that the council will be moving from cheque to electronic payments.

Minutes of a meeting held on 7<sup>th</sup> January 2019.

Acceptance of the minutes was Proposed by Cllr Garnett, Seconded by Cllr Kirby, all in favour.

### Planning Committee

Minutes of a meeting held on 14<sup>th</sup> January 2019.

Acceptance of the minutes was Proposed by Cllr Garnett, Seconded by Cllr Kirby, all in favour.

## **09/19 BUDGET & PRECEPT 2019/20**

The Finance & Policy Committee had considered the budget and precept and recommend the following:

- Gross Budget £428,521
- Precept £355,921
- Cost per band D Equivalent £87.62
- Increase per annum £2.21

The budget and precept as recommended by the Finance & policy Committee was approved.

Proposed Cllr Croucher, Seconded Cllr Garnett, all in favour.

## **10/19 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

Councillors received a report prepared by Chantal Foo. Cllr Kirby outlined some key points from the report:

- 4 Steering Group members had met with EHDC to discuss queries prior to publication of the draft Local Plan.
- Only sites of 70 house or more were consulted as part of the draft plan.
- Feedback to the consultation will be made from the NPD via the Parish Council.
- A presentation event will be held by the NDP on 15<sup>th</sup>-16<sup>th</sup> February 2019.
- The Steering Group has 9 members and is actively looking to recruit new members to assist with the increasing workload.
- Next Meeting is 5<sup>th</sup> February 2019 at the Millennium Centre.

The update report and minutes of the Steering Group held on 4<sup>th</sup> December 2018 were accepted.

**11/19 NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY MEMBER**

The Liaison Working Party met on 18<sup>th</sup> January 2019 and recommend that Philip Jordan be appointed as a Working party member for the NDP. It was proposed that the Council accepts the recommendation.

Proposed Cllr Garnett, Seconded Cllr Kirby, all in favour.

**12/19 APPOINTMENT OF CONSULTANTS TO THE NDP**

The council considered a report from the NDP concerning the appointment of consultants to assist with the preparation and attendance and analysis of feedback from the planned exhibition. The proposal was to appoint FERIA Urbanism for 5 days at a cost of £3,200 plus VAT and reasonable travel and printing costs.

Proposed Cllr Croucher, Seconded Cllr Rowson, all in favour.

**13/19 APPROVAL OF PAYMENTS**

Councillors considered and approved the schedule of payments for December 2018 and the bank reconciliation (See attachments 1 & 2 to these minutes). It was noted that the current balances held by the Council at the end of November are:

Current Account - £1,000.00  
Business Account - £492,890.15  
Total Funds - £493,890.15

Proposed by Cllr Croucher, Seconded by Cllr Garnett, all in favour.

**14/19 FOOTBRIDGE AT RADFORD PARK**

The Executive Officer stated that following a pre-contract meeting with the approved contractor, it was identified that the foundations to the bridge were galvanised steel rather than concrete. The contractor has now modified the design to meet the specification agreed with Hampshire County Council. The new cost of the bridge is £45,952.13 and this is still the lowest of the three tenders received. It was agreed that the new bridge cost be approved.

Proposed Cllr Croucher, Seconded Cllr Trotter, all in favour.

**15/19 REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES**

There were no reports.

**16/19 NEW WEBSITE FOR THE LIPHOOK MILLENNIUM CENTRE**

The Executive Officer advised that the LMC Management Committee had approved the setting-up of a separate website for the LMC. A quotation had been received from Orange Pixel of £1,000 to create the website. They were also able to provide a copywriting service to assist with content. It was proposed that:

- Orange Pixel be appointed to create the website

- The Events Manager be delegated authority to approve content and layout
- That the Executive Officer authorise additional payments under his delegated authority up to the agreed budget for the additional copywriting service as required.

Proposed by Cllr Croucher, Seconded by Cllr Kirby, all in favour.

**17/19**

**ONLINE TICKET BOOKING FOR THE LMC**

The Executive Officer stated that the new website will be able to host an online ticket booking service. There will be a cost attached to online ticketing. However, there will no longer be a need to get tickets printed and it is anticipated that ticket sales would increase. Customers will be able to book out of normal hours. The council approved the use of an online ticket booking service.

Proposed Cllr Kirby, Seconded Cllr Rowson, all in favour

The meeting closed at 8.32 pm

Signed:  
Chairman

Date: