



BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

Mr P 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

FINANCE & POLICY COMMITTEE

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL
AT THE NEXT MEETING ON 9th SEPTEMBER 2019**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL
FINANCE AND POLICY COMMITTEE TOOK PLACE AT 7.30 PM IN
THE HASKELL CENTRE, MIDHURST ROAD, LIPHOOK ON
WEDNESDAY 8th JULY 2019.**

MINUTES

PRESENT:

Cllr Garnett
Cllr Hall
Cllr Kirby
Cllr Winfield (Part)

Cllr Olson, Cllr D Curnow-Ford, 2 members of the public and the press were in attendance.

50/19 CHAIRMAN'S ANNOUNCEMENTS

The chairman welcomed those present to the meeting, explained where the fire exits were, asked that mobiles be switched to silent and reminded members that the meeting would be recorded.

51/19 APOLOGIES FOR ABSENCE

Cllr Trotter.

52/19 DISCLOSURE OF INTERESTS

No interests were declared.

52/19 MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 19th June 2019 were approved.
Proposed by Cllr Winfield and seconded by Cllr Kirby, all in favour.

53/19 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

54/19 PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public questions – items not on the agenda

None

Public questions – items on the agenda

None.

Meeting Reconvened

55/19 CAPITAL PROJECT – CCTV FOR THE LMC

Cllr Winfield as chair of the LMC explained the proposal. There has been a lot of damage to windows and roof tiles and anti-social behaviour at the LMC. The LMC Management Committee had considered the matter and decided that a CCTV system should be installed. The specification agreed was for 12 cameras and the necessary recording equipment. The system would be wired for better coverage.

Councillors questioned the number of cameras but accepted the building shape made coverage difficult. In response to a question, Cllr Winfield felt that instillation of CCTV was probably the top capital project for the LMC.

If the funding is approved, the LMC Management Committee will receive quotations for the work in accordance with the council's Standing Orders.

It was proposed that a sum up to £7,000 be made available for the provision of a CCTV system at the LMC.

Proposed Cllr Winfield, Seconded Cllr Hall, 3 in favour and agreed.

56/19 GRANT APPLICATION FOR CONFORD VILLAGE HALL

A grant application had been received in April 2019 for financial support towards the redecoration of rooms at the Conford Village Hall. This application had been received after the funds for 2019/20 had been allocated. However, a sum of £1,700 had been left for any small applications received in-year. Councillors considered whether to defer the consideration until the 2020/21 year or used the funds left in the current year. It was noted that Conford Hall had not receive any grant funding in recent years.

It was proposed that a grant of £1,500 be made to Conford Village Hall as a contribution towards redecoration.

Proposed Cllr Hall, Seconded Cllr Winfield, all in favour.

57/19 BANK ACCOUNTS

The Executive Officers report was considered. The internal auditor had recommended that the council have a separate account to hold funds that is not linked to the live accounts. She also recommended opening an account giving a higher level of interest.

One account suggested by the auditor was the CCLA. However, although this account carried low risk, there is still a possibility of loss of capital. As the council does not have an investment or treasury management policy, the Executive Officer did not feel he could recommend this option.

A second option was to open a Lloyds Bank 32 Day Notice Account. This account has no investment risk and would pay £750 per £100,000 invested per year compared with the current £50 the council receives.

The council holds Earmarked reserves of £302,640 for future capital projects. It was felt that as the money could be available with 32-day notice, all the Earmarked reserves could be invested.

Proposed that the Executive Officer be instructed to open a 32-day account with Lloyds Bank with an initial investment of £300,000.

Proposed Cllr Kirby, Seconded Cllr Hall, all in favour

58/19 BUDGET 2020/21

Councillors considered the budget timetable proposed by the Executive Officer. This timetable provided time for a first and second draft to be prepared by committees and considered by Finance & Policy Committee. The first draft of the budget would be available to be considered by the Finance & Policy Committee on 11th November 2019. The final budget will be agreed by full council on 27th January 2020. The Executive Officer will provide committees with a draft budget with various costs uplifted for known changes including staff costs. The budget timetable was noted.

59/19 DEVELOPER CONTRIBUTIONS

The replacement footbridge at Radford Park and Safety Play Surfaces had been funded from Developer Contributions. It was not clear whether the Open Spaces figure of £161,411 included these costs and the Executive Officer will seek clarification. There was also still uncertainty over how Hampshire County Council intended to use the Transport sum of £463,310 plus inflation from the Silent Garden Development. Hampshire CC will be approached concerning its plans. The council will then be able to plan how to use its S106 developer contributions. Several suggestions were made but the full council will need to agree the use of the available funding.

60/19 PEAK CENTRE TRUST DEED

Cllr Garnett providing some background following a meeting with the chairman of the trust. The trust deed provided for five trustees appointed by the council as follows:

- one a member of the council.
- One member from the Liphook Bonfire & Carnival Committee.
- Three other competent persons residing within the area of benefit.

In addition, four representative members should be appointed from the following organisations as follows:

- Bramshott and Liphook Community Care Group
- Age Concern Liphook
- Liphook Youth Club
- MENCAP (Liphook Branch)

The current trust membership has moved significantly from this document and there is a need to update the trust deed to reflect to present position.

There was also a discussion about the new lease which increasing the cost of the Peak Centre from a peppercorn rent to £13,537 per annum by 2029. The trust had good balances of £35,166 as at May 2019 and had the potential to receive £10,000 per annum for 3 years from EHDC. Both these figures could fund the increase for the first 7 years.

Cllr Winfield left the meeting.

The Peak Centre were awaiting advice from their legal advisor which will be shared with the council. The council may need to take its own legal advice should any issues with the lease arise.

The trust has also been advised to check their insurance to ensure the trustees are adequately protected from financial loss.

Cllr Kirby felt that any discussion with the Peak Centre should involve more than one councillor. It was agreed that Cllr Garnett together with Cllr Mitchell and Cllr Hall should meet with the trust, depending on who was available as Cllr Hall has commitments so may not be able to attend meetings. The terms of reference are to consider the trust deed and current management as it was felt this must be clarified before the proposed new lease can be discussed.

61/19 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 Kirby, Seconded Cllr Hall, all in favour.