



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 26th OCTOBER 2020

A REMOTE MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL TOOK PLACE AT 7.30 PM ON MONDAY 28th SEPTEMBER 2020

MINUTES

PRESENT

Cllr Coyte
Cllr D Curnow-Ford
Cllr P Curnow-Ford
Cllr Garnett
Cllr Hall
Cllr Jerrard
Cllr Jourdan
Cllr Kirby
Cllr Olson
Cllr Trotter
Cllr Winfield

Mr P Stanley - Executive Officer

County Cllr F Mitchell, District Councillors Cllr A Glass & Cllr B Mouland were in attendance. One member of the public attended.

64/20 CHAIR'S ANNOUNCEMENTS

The chair welcomed everyone to the meeting and stated the meeting was being recorded by audio and video for the purpose of the minutes.

65/20 APOLOGIES FOR ABSENCE
Apologies were received from Cllr V Mitchell.

66/20 DISCLOSURE OF INTERESTS
There were no disclosable pecuniary interests.

67/20 MINUTES OF LAST MEETING
The minutes of the meeting held on 27th July 2020 were considered. Cllr Garnett queried minute 54/20 which read “appraisals reported in writing for approval by the end of March” and stated it should read “appraisals reported before the March Finance & Policy Committee” The Executive Officer will check the recording and include the relevant date. Subject to this possible change, the minutes were approved.
Proposed Cllr Kirby, Seconded Cllr D Curnow-Ford, approved by a majority vote. 1 councillor objected.

68/20 MATTERS ARISING
None.

69/20 PUBLIC PARTICIPATION SESSION
Meeting adjourned

Public Questions – items not on the agenda
None.

Public Questions – items on the agenda

A member of the public queried why agendas and minutes of the NDP Steering Group Exempt session were missing from the website. It had been agreed that some minutes would be published but some were still to be considered for publication. This will be considered later in the agenda (see minute 72/20 below).

A request was also made that if the decision is made to allow part of the ancient wall in Fletchers Field to be demolished to make way for a cycle path, that there be a requirement for it to be reinstated. This view will be considered when the item is discussed.

Meeting re-convened.

70/20 REPORT FROM DISTRICT AND COUNTY COUNCILLORS
District Councillors
Councillor Glass ran through her report.

- EHDC had compiled its response to the recent Changes to the Current Planning System Consultation.
- EHDC approved a rapid transformation to one workforce serving EHDC and Havant BC by October 2022.
- The Liphook Conservation Area Appraisal was approved.

- Councillor grants are still available up to £1,000 and will end in February 2021.

County Councillor

Councillor F Mitchell ran through a number of items.

- HCC's Cabinet will review the current financial position with losses of £160 million in 2020/21 and over £210 million over the next three years.
- A new information and communications plan, Keeping Hampshire Safe has been launched.
- The overwhelming majority of school pupils are back at school.

71/20

MINUTES OF COMMITTEE MEETINGS

Finance & Policy Committee

Receipt of the draft minutes of a meeting held on 14th September 2020.

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

Recreation Committee

Receipt of the draft minutes of a meeting held on 3rd August 2020.

Proposed Cllr Trotter, Seconded Cllr D Curnow-Ford, all in favour.

Planning Committee

Receipt of the minutes of a meeting held on 17th August 2020.

Proposed by Cllr Garnett, Seconded by Cllr P Curnow-Ford, all in favour.

LMC Management Committee

Receipt of the draft minutes of a meeting held on 7th September 2020.

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

72/20

NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

Minutes of the NDP Steering Group

The minutes of the NDP Steering group were considered.

The minutes of the meeting held on 10th March 2020 were approved.

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

The minutes of the meeting held on 22nd July 2020 were approved.

Proposed Cllr Kirby, Seconded Cllr Trotter. All in favour.

The minutes of the meeting held on 18th August 2020 were approved.

Proposed Cllr Kirby, Seconded Cllr D Curnow-Ford. All in favour.

Update from the Vice-Chair of the NDP Steering Group

The Vice-Chair of the NDP was unable to attend the meeting. Her report had been circulated with the agenda and therefore taken as read. Councillors commented that there were very few members of the public attending meetings of the Steering Group and that the Steering group membership was low, particularly with a recent resignation. It was stated by one of the

council's representatives on the NDP Steering Group that the group are aware of the need for transparency. The NDP Steering Group will be asked to look at the use of exempt sessions and also the exempt minutes that have not been published to determine whether they could be published.

Arrangements for the NDP Steering Group to respond to the Government White Paper

The council had been provided with a draft response by the NDP Steering Group. It was noted that the Terms of Reference of the Steering Group do not provide for them to respond directly to consultations but that the item was to agree whether they should be allowed to in view of the direct relevance of the white paper to the work of the NDP. It was agreed that the NDP Steering Group can make their own response as long as it is made clear that it is from the Steering Group and not the Parish Council.

73/20

MEMBERSHIP OF THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

The Councillors had been provided with a report from a meeting of the Liaison Working Party for the NDP. This report considered an application by Eliza Margrove to become a member of the NDP Steering Group. It was recommended unanimously by the working party that she should be appointed to the group.

Proposed Cllr Kirby, Seconded Cllr Olson and unanimously agreed that Eliza Margrove is appointed as a member of the NDP Steering Group.

74/20

GOVERNMENT CONSULTATION ON PLANNING FOR THE FUTURE

Several councillors had attending briefings on the Government White Paper. The proposals represent significant changes to the planning laws and as such warrant detailed scrutiny which could not be done at this meeting. It was agreed that a working party be established to consider the detail of the proposals. The working party would have regard to comments made in the NDP Steering Group submission and would report back to the next Planning Meeting on 19th October 2020. The Planning Committee would then make a recommendation to be approved a full council on 26th October 2020.

Membership of the working party is Cllr Jerrard, Cllr Garnett, Cllr Coyte and Cllr Kirby. Cllr Garnett will chair the group.

75/20

REPORTS FROM COUNCILLOR REPRESENTATIVES TO COMMUNITY ORGANISATIONS AND LIAISON GROUPS

Cllr Kirby had attended the HALC AGM part of which was a briefing on the Governments White Paper on Planning for the Future.

76/20

APPROVAL OF PAYMENTS

The schedule of payments in June 2020 were approved. (**Attachment 1**)

Propose Cllr Kirby, Seconded Cllr P Curnow-Ford, all in favour.

The bank balances held by the Council at the end of June 2020 were checked by Cllr P Curnow-Ford:

Current Account - £1,000.00
Business Account - £342,318.28
32 Day Notice Account - £301,009.93
Total Funds - £644,328.21

The schedule of payments in July 2020 were approved. (**Attachment 2**)
Propose Cllr Kirby, Seconded Cllr Garnett, all in favour.

The bank balances held by the Council at the end of July 2020 were checked by Cllr Hall:

Current Account - £1,000.00
Business Account - £308,909.41
32 Day Notice Account - £301,035.39
Total Funds - £610,944.80

The schedule of payments in August 2020 were approved. (**Attachment 3**)
Propose Cllr Kirby, Seconded Cllr D Curnow-Ford, all in favour.

The bank balances held by the Council at the end of July 2020 were checked by Cllr Jerrard:

Current Account - £1,000.00
Business Account - £284,533.89
32 Day Notice Account - £301,058.39
Total Funds - £586,592.28

The bank balances as at the end of June 2020, July 2020 and August 2020 were noted.

77/20

RISK ASSESSMENT

The risk assessment prepared by the Executive Officer was attached to the agenda and taken as read. It was similar to last years document but had been updated to cover additional financial risks associated with Covid-19.

Proposed that the financial risk assessment for 2020/21 be approved.

Proposed Cllr Kirby, Seconded Cllr Olson, 9 in favour, 2 oppose so agreed by a majority vote.

78/20

PURCHASE OF A REPLACEMENT TRACTOR

A business plan was considered making the case for a replacement tractor that was more able to deal with the new working arrangements of the grounds team under the new Grounds Manager. The proposal included a large discount for the new tractor and a good trade-in for the existing machine.

The business plan was for a 40HP Kioti CK4010M 4WD Tractor be purchase and the old Kioti Tractor be sold in part-exchange. The tractor cost after discount is £18,725. The trade-in is £11,500 so the net price will be £7,225 plus VAT and the contract is with A F Wiltshire. A chain harrow, roller and slider attachments for the tractor at a cost of £1,500 was also agreed as part of the business plan. Total cost is £8,725.

It was proposed that the council approve the recommendation in the business plan.

Proposed Cllr Kirby, Seconded Cllr D Curnow-Ford, all in favour.

79/20

LMC HEATING SYSTEM

Cllr Winfield explained the recommendation from the LMC Management Committee that the heating system be replaced. It is now quite old, has failed before and could do so in the future. A new system will be more efficient and will have zone controls all of which will make it cheaper to run and more reliable. The request is for the council to approve a working budget of £37,000 from council Earmarked Funds. Of this sum, 40% would come from the Scouts & Guides sinking fund as they will also benefit from the new system. Due to the value of the contract, there will need to be a full tender procurement. The contract will also need to be advertised on the Government Contracts Finder website to conform to the Public Contract Regulations.

There was some concern expressed about approving new capital projects when the council is suffering loss of income due to the Covid-19 restrictions.

Proposed that £37,000 be agreed from the Earmarked Reserves to fund a replacement heating system of which 40% will be charged to the Scouts & Guides sinking fund.

Proposed Cllr Winfield, Seconded Cllr Olson, 8 in favour, 1 abstention and 2 against so approved by a majority vote.

80/20

COMMUNITY FUNDED PROJECTS

Options had been provided for a number of traffic calming measures in Bramshott. Speeding traffic in the area had been raised over some years and these measures should help to improve the situation. County Councillor Mitchell stated that the measures were a community Funded Project and therefore the Parish Councils initiative. The project would be supported by the district and county council and councillors from these councils will look to support the project with some financial assistance from their Councillor Grants provision. In response to a question, it was stated that there are also measures being considered for Liphook. These are larger proposals and not part of the Community Funded Initiatives Scheme. As such they have a longer timeframe.

As there were a number of proposals and not all could be done with the possible funding available, it was felt that no decision should be made at this meeting. The item will be brought back to the October council meeting to give councillors further time to examine the proposals.

County Councillor Mitchell asked that any questions be referred to the Executive Officer who will then seek clarification from her, as she will not be attending the next meeting.

81/20

FLETCHERS FIELD

The council had received a request from EHDC to consider in principle whether a section of the old stone wall in Fletchers Field could be taken down to allow an upgrade of the path and cycleway. This was part of a project to provide safer access between the station and Bohunt School.

It was agreed that agreement in principle be given subject to any final proposals being approved by the council prior to a final decision and any work commencing.

Proposed Cllr Kirby, Seconded Cllr Trotter, 10 in favour and one abstention so approved by majority vote.

It was felt that if a section of wall is removed, it should then be reinstated once the work was completed.

82/20 PHONE BOX AT HAMMER VALE

A proposal had been received for the local community to take responsibility of the council owned telephone box in Hammer Vale for a book exchange. The group will repair and maintain it but it will remain parish council property and will be a council asset to maintain should the community fail to maintain the box in the future.

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

83/20 HASKELL CENTRE TOILETS

The Executive Officer had undertaken a risk assessment and recommended that the public toilets attached to the Parish Office remain closed at present. There are issues of cleaning and ensuring they are safe environments for vulnerable members of the public. It was agreed that the Executive Officer should obtain some information about the cost of opening and maintaining the toilets through an external contract. This would cover two cleans per day, servicing the toilets and opening and closing the toilets in the morning and evening over a six-month period. The Executive Officer felt this could be hard to achieve but would see what could be provided.

84/20 DATES OF FUTURE MEETINGS

The dates of future meetings were noted.

The meeting closed at 9.52 pm

Signed:
Chair

Date: