



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

[www.bramshottandliphook-pc.gov.uk](http://www.bramshottandliphook-pc.gov.uk)

Mr P J STANLEY  
EXECUTIVE OFFICER  
Tel: 01428 722988  
e-mail : [council@bramshottandliphook-pc.gov.uk](mailto:council@bramshottandliphook-pc.gov.uk)

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

## PARISH COUNCIL MEETING

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT  
THE NEXT MEETING ON THE 23<sup>rd</sup> NOVEMBER 2020**

**A REMOTE MEETING OF BRAMSHOTT AND LIPHOOK PARISH  
COUNCIL TOOK PLACE AT 7.30 PM ON MONDAY 26<sup>th</sup> OCTOBER 2020**

### MINUTES

#### PRESENT

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

Mr P Stanley - Executive Officer

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

**85/20**

#### **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.

**86/20 APOLOGIES FOR ABSENCE**  
Apologies were received from Cllr V Mitchell.

**87/20 DISCLOSURE OF INTERESTS**  
There were no disclosable pecuniary interests.

**88/20 MINUTES OF LAST MEETING**

Minute 70/20 – “EHDC has compiled its response to” replaced by “Cllr Glass gave an update on EHDC”

Minute 79/20 – “Proposed that £37,000 be agreed from Earmarked Reserves” replaced by “Proposed that an indicative figure of £37,000 be agreed from Earmarked Reserves”

Subject to these amendments, the minutes were approved.  
Proposed Cllr Kirby, Seconded Cllr Olson, all in favour.

**89/20 MATTERS ARISING**

Minute 67/20 – The Executive Officer had reviewed the recording of the meeting held on 27<sup>th</sup> July 2020 as agreed. The wording of minute 54/20 reads as “appraisals to be reported in writing for approval by March”

**90/20 PUBLIC PARTICIPATION SESSION**

Meeting adjourned

**Public Questions – items not on the agenda**  
None.

**Public Questions – items on the agenda**  
None.

Meeting re-convened.

**91/20 REPORT FROM DISTRICT COUNCILLORS**

District Councillors

Councillor Glass ran through her report.

- Planning permission for a new railway bridge at Liphook station incorporating a lift was granted in August.
- EHDC has submitted its response to the White Paper “Planning for the Future”.

- The East Hampshire Local Cycling and Walking Infrastructure Plan has been considered by the Cabinet. It is hoped that investments in infrastructure will encourage a reduction in car journeys.
- EHDC continue business as usual using a mixture of virtual and hybrid meetings.
- There has been a high incidence of thefts and burglaries in Liphook and Bramshott. In addition, there has been a spate of dumped vehicles locally which often results in high charges payable by the last registered owner.

**92/20**

## **MINUTES OF COMMITTEE MEETINGS**

### Recreation Committee

Receipt of the draft minutes of a meeting held on 5<sup>th</sup> October 2020.  
Proposed Cllr Trotter, Seconded Cllr Olson, all in favour.

### Planning Committee

Receipt of the minutes of a meeting held on 21<sup>st</sup> September 2020.  
Proposed by Cllr Coyte, Seconded by Cllr P Curnow-Ford, all in favour.

Receipt of the minutes of a meeting held on 19<sup>th</sup> October 2020.  
Proposed by Cllr Coyte, Seconded by Cllr Olson, all in favour.

**93/20**

## **NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

### Minutes of the NDP Steering Group

The minutes of the meeting held on 15<sup>th</sup> September 2020 were accepted.  
Proposed Cllr Kirby, Seconded Cllr Olson, approved by a majority vote. Cllr Jerrard abstained.

It was noted that at the NDP meeting, a question had been raised about why the minutes do not show apologies for absence and do not show who had produced the minutes. Both will be included in future minutes of the NDP Steering Group. It was stated that at present the minutes are typed up from the recording of the meeting and not taken at the meeting itself.

### Update from the Vice-Chair of the NDP Steering Group

Councillors had received a report from the Vice-Chair of the NDP Steering Group which was noted.

### Exempt Minutes

There was a debate about the publication of exempt minute from previous meetings. Whilst there was a desire to ensure full public disclosure, there was also a need to ensure that sensitive discussions about possible site allocations are possible. Some of the previous exempt minutes are written to include specific statements by individuals and therefore not necessarily suitable for

publication. More recent minutes focus on decision rather than the individual statements and these can be published more freely.

It was proposed that the NDP Steering Group be given another opportunity to consider the exempt minutes of the last 4 meetings and where necessary, to suggest redactions for consideration by the next full Council meeting in November 2020.

Proposed Cllr Garnett, Seconded Cllr Hall, agreed by a majority vote. Cllr Jerrard and Cllr Trotter abstained.

Following questions about the Site Assessment Matrix it was agreed that this will be obtained and circulated to all parish councillors.

In response to a question about the availability of the NDP draft plan, it was stated that this was already online as at this stage it was simply all the reports from the work of the working parties.

Responding to a further question, Cllr Kirby advised that FERIA Urbanism had been contacted and will be involved in the production of the Plan once site assessments had been completed.

#### Steering Group Membership and Chair

There were some suggestions about how the council could recruit more members of the Steering Group. This included newspapers, Facebook, notice boards, Liphook Community Board, school newsletters, Scouts & Guides.

Cllr Kirby stated that once new membership was in place, it may be possible to elect a chair to the group.

**94/20**

#### **COMMUNITY FUNDED PROJECTS**

Cllr Kirby ran through her report. The estimated cost of the combined projects was £16,750 so priorities had been proposed.

1. To install a single gateway in Burgh Hill - £1,500 - £1,750
2. To install a double village gateway in Church Road - £3,000 - £3,500
3. To install four new "Unsuitable for Heavy Goods Vehicles" signs, using existing posts, in Church Lane and Tunbridge Lane - £500

Proposed Cllr P Curnow-Ford, Seconded Cllr S Olson and approved by a majority vote. Cllr Hall objected to the proposal.

It was proposed that the £5,000 held in Community Funded Projects be used to fund these projects.

Proposed Cllr Kirby, Seconded Cllr Winfield and approved by a majority vote. Cllr Hall objected to the proposal.

In response to a question, Cllr glass stated that she would be willing to use some of her councillor grant towards these projects.

It was also stated in response to a question that Hampshire County Council are looking at measures for Liphook which would be funded by them.

**95/20                    REPORTS FROM COUNCILLOR REPRESENTATIVES TO COMMUNITY ORGANISATIONS AND LIAISON GROUPS**

Cllr Garnett reported that she had reminded the CAB that grant applications are being received for the next financial year.

Cllr Jerrard stated that there had been no recent meetings of the Community Partnership Group and felt these meetings should still be held due to their importance.

Cllr Kirby had attended a meeting of the River Wey Trust.

**96/20                    COUNCIL EARMARKED BALANCES**

The Executive Officer ran through the funds held in the balance sheet as Earmarked and General Reserves. He explained that there was a need to reallocate these to meet spending decisions already made and to make provision for the loss of income from the LMC closure. The general reserve currently stands at £111,304 and represents about 25% of gross expenditure.

It was proposed that the funds should be reallocated in the balance sheet as recommended by the Executive Officer. **(Attachment 1)**

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

**97/20                    GOVERNMENT CONSULTATION ON PLANNING FOR THE FUTURE**

The response to the Government Consultation as recommended by the Planning Committee was considered.

It was proposed that the document be approved as the council's response.

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

**98/20                    HASKELL CENTRE PUBLIC TOILETS**

The Executive Officer advised that two companies had inspected the toilets and were providing quotes for the cleaning and servicing of three toilets. One quote had been received and indicated a cost £210 per week for 2 hours per day, 7 days per week, plus materials.

It was agreed that the next meeting should consider whether to open the toilets and to receive the quotes for consideration.

The meeting closed at 9.31 pm

Signed:  
Chair

Date: