



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

P J STANLEY  
EXECUTIVE OFFICER

Tel: 01428 722988  
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 TO BE HELD REMOTELY AT 7.30 PM ON MONDAY 26<sup>th</sup> APRIL 2021**

Members of the public and press are welcome to attend. Those wishing to attend can do so on the Zoom platform using Meeting ID: 859 1812 9349 and Passcode: 789651.

P J STANLEY  
EXECUTIVE OFFICER

**21<sup>st</sup> April 2021**

## AGENDA

- 1. CHAIR'S ANNOUNCEMENTS**  
Recording of the meeting.
- 2. APOLOGIES FOR ABSENCE**  
To receive 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 the minutes of the meeting held on 29<sup>th</sup> March 2021 (**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 Chair.

**Meeting re-convened**

**7. REPORT FROM COUNTY AND DISTRICT 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 receive the minutes of committee meetings

Recreation Committee

6<sup>th</sup> April 2021 (**Appendix 2**)

Planning Committee

15<sup>th</sup> March 2021 (**Appendix 3**) and 19<sup>th</sup> April 2021. (**Appendix 4**)

Finance & Policy Committee

8<sup>th</sup> March 2021 (**Appendix 5**)

**9. NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

To accept the minutes of the NDP Steering Group held on February (**Appendix 6**) and March (**Appendix 7**)

To receive an update from the Vice-Chair of the NDP Steering Group (**Appendix 8**)

To agree new members of the NDP Steering Group.

**10. REPORTS FROM COUNCILLOR REPRESENTATIVES TO COMMUNITY ORGANISATION AND LIAISON GROUPS**

To receive an update from councillors who have attended meetings on behalf of the council.

**11. APPROVAL OF PAYMENTS**

To receive and approve the schedule of payments in February 2021 (**Appendix 9**) and March 2021 (**Appendix 10**). To note the bank balances shown in the bank reconciliation will be checked back to the original bank statement by Cllr P Curnow-Ford for February 2021 and has been check by Cllr Hall for March 2021. (**Appendix 11**). Queries should be raised with the Executive Officer in advance of the meeting.

**12. CIL NEIGHBOURHOOD PORTION APPLICATION PROCESS**

To establish a working party to consider the application process for access to CIL funding held by the council and to report back to full council.

**13. COMMUNITY INFRASTRUCTURE LEVY (CIL)**

To receive a statement of receipts, expenditure and retained amounts for 2020/21. (**Appendix 12**)

**14. FINAL INTERNAL AUDIT 2020/21**

To note the internal audit report which forms part of the AGAR. **(Appendix 13)**

**15. YEAR END BUDGET OUTTURN 2020/21**

To note the year end budget statement and balance sheet. **(Appendix 14)**

**16. ANNUAL RETURN SECTION 1 – GOVERNANCE STATEMENT**

To decide and minute a response to each question on the governance statement **(Appendix 15)**

**17. ANNUAL RETURN SECTION 2 – ACCOUNTING STATEMENT 2020/21**

To approve the Annual Return Accounting Statement **(Appendix 16)**

**18. PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS**

To note that the dates for the Period for the Exercise of Public Rights commences 14<sup>th</sup> June 2021 and ending on 23<sup>rd</sup> July 2021 and the Notice will appear on the council's website. **(Appendix 17)**

**19. CODE OF CONDUCT**

To consider and adopt the new Code of Conduct as agreed by East Hants District Council. **(Appendix 18)**

**20. THE SHED PROJECT**

To approve the specification and tender process. **(Appendix 19)**

**21. REMOTE MEETINGS**

To note that remote meetings will end on 7<sup>th</sup> May 2021.

**22. FESTIVE LIGHTS**

To agree the contract for festive lights. **(Appendix 20)**

**23. 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"

The excluded session is to consider tender documents and awarding the contract for a new heating and control system at the LMC.