



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

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

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

**YOU ARE HEREBY SUMMONED TO THE ANNUAL MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL AT 7.30 PM IN THE LIPHOOK MILLENNIUM CENTRE, ONTARIO WAY, LIPHOOK ON MONDAY 24<sup>th</sup> MAY 2021.**

**The meeting will be held face-to-face and will follow current Covid regulations. All attendees are asked to adhere to the attached Risk Assessment.**

P J STANLEY  
EXECUTIVE OFFICER

**19<sup>th</sup> May 2021**

## AGENDA

- 1. ELECTION OF A CHAIRMAN OF THE COUNCIL 2021/22**
- 2. DECLARATION OF ACCEPTANCE OF OFFICE – CHAIRMAN**
- 3. ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL 2021/22**
- 4. CHAIRMAN'S ANNOUNCEMENTS**  
Telephones, fire exits & recording of the meeting.
- 5. APOLOGIES FOR ABSENCE**  
Apologies for absence.
- 6. 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.

**7. MINUTES OF LAST MEETING**

To approve and sign Minutes of the meeting held on 26<sup>th</sup> April 2021  
**(Appendix 1)**

**8. MATTERS ARISING – For Information Only**

To consider matters arising from the meeting.

**9. APPOINTMENT TO COMMITTEES EXCEPT FINANCE & POLICY 2021/22 (Appendix 2)**

Recreation Committee – 6 members  
Planning Committee – 8 members  
LMC Management Committee – 6 members

**10. ELECTION OF COMMITTEE CHAIRS EXCEPT FINANCE & POLICY 2021/22**

Recreation Committee  
Planning Committee  
Liphook Millennium Centre Management Committee

**11. APPOINTMENT TO FINANCE & POLICY COMMITTEE & ELECTION OF A CHAIR**

Appointment of members – 6 members. (to include chair of the council and chairs of committees)  
Election of Chair.

**12. ELECTION OF COMMITTEE VICE-CHAIRS**

**13. ELECTION OF REPRESENTATIVES TO ORGANISATIONS AND OUTSIDE BODIES (Appendix 3)**

**14. 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 Chairman.

**Meeting re-convened**

**15. REPORTS FROM DISTRICT & COUNTY COUNCILLORS**

East Hants District Council – Cllr A Glass, Cllr B Moulard, Cllr N Sear.  
County Councillor – Cllr D Curnow-Ford

**16. MINUTES OF COMMITTEE MEETINGS**

To receive the minutes of committee meetings

LMC Management Committee

4<sup>th</sup> May 2021 (**Appendix 4**)

**17. DATES OF FUTURE MEETINGS**

To approve the schedule of meetings (**Appendix 6**)

**18. NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

To receive an update from the Vice-Chair of the NDP Steering Group (**Appendix 7**)

**19. 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.

**20. PAYMENT SIGNATORIES**

To agree six councillors to authorise payments.

**21. LIST OF DIRECT DEBITS**

To approve the list of direct debits for the year. (**Appendix 8**)

**22. RISK ASSESSMENT**

To approve the councils financial risk assessment. (**Appendix 9**)

**23. STANDING ORDERS & FINANCIAL REGULATIONS**

To consider and approve the Standing Orders and Financial Regulations. (**Appendix 10**)

**24. ASSET REGISTER**

To review and approve the asset register. (**Appendix 11**)

**25. NEW SLR SITES & SPEED WATCH**

To consider proposals for 2 new SLR sites. (**Appendix 12**)

To consider a new Speed Watch location.

**26. ROAD NAME FOR 6-12 LONDON ROAD**

To consider the road name suggested by the developer (**Appendix 13**)

**27. QUIET GARDEN**

To establish a working party. (**Appendix 14**)