



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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HASKELL CENTRE
MIDHURST ROAD
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PARISH COUNCIL MEETING

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT
THE NEXT MEETING ON THE 28th JUNE 2021**

**A MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL
TOOK PLACE AT 7.30 PM ON MONDAY 24th MAY 2021 AT THE
LIPHOOK MILLENNIUM CENTRE**

MINUTES

PRESENT

Cllr Coyte
Cllr D Curnow-Ford
Cllr P Curnow-Ford
Cllr Garnett
Cllr Hall
Cllr Jerrard
Cllr Kirby – Chair
Cllr Olson
Cllr Rowson
Cllr Trotter
Mr P Stanley - Executive Officer
Ms D Meek – Deputy Executive Officer

District Councillors B Mouland, A Glass & N Sear were in attendance. There was one member of the public present.

- 65/21 ELECTION OF A CHAIRMAN OF THE COUNCIL 2021/22**
Cllr Kirby and Cllr Garnett were proposed as Chairman to the council. Following a vote, Cllr Kirby was elected as Chairman of the council by a majority vote.
- 66/21 DECLARATION OF ACCEPTANCE OF OFFICE**
The chairman signed the declaration of acceptance of office.
- 67/21 ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL 2021/22**
Cllr Coyte was elected as Vice-Chairman of the Council.
Proposed Cllr Kirby, Seconded Cllr P Curnow-Ford, all in favour.
- 68/21 CHAIRMAN'S ANNOUNCEMENTS**
The chairman welcomed everyone to the meeting.
- 69/21 APOLOGIES FOR ABSENCE**
Apologies for absence were received from Cllr Jourdan and Cllr Winfield.
- 70/21 DISCLOSURE OF INTERESTS**
There were no interests declared.
- 71/21 MINUTES OF THE LAST MEETING**
The minutes of the meeting held on 26th April 2021 were approved.
Proposed Cllr Jerrard, Seconded Cllr D Curnow-Ford, 9 in favour.
- 72/21 MATTERS ARISING**
There were no matters arising.
- 73/21 APPOINTMENT TO COMMITTEES EXCEPT FINANCE & POLICY**
- Recreation Committee
Cllr Coyte, Cllr D Curnow-Ford, Cllr Garnett, Cllr Hall, Cllr Olson, Cllr Trotter.
Proposed Cllr Rowson, Seconded Cllr Coyte, all in favour.
- Planning Committee
Cllr Coyte, Cllr P Curnow-Ford, Cllr Garnett, Cllr Jerrard, Cllr Kirby, Cllr Olson, Cllr Rowson.
Proposed Cllr Kirby, Seconded Cllr Garnett, all in favour.
- LMC Committee
Cllr Coyte, Cllr P Curnow-Ford, Cllr Hall, Cllr Jourdan, Cllr Olson, Cllr Winfield.
Proposed Cllr Kirby, Seconded Cllr P Curnow-Ford, all in favour.
- 74/21 ELECTION OF COMMITTEE CHAIRS EXCEPT FINANCE & POLICY**
- Recreation Committee
Cllr Trotter was elected as chair of the Recreation Committee.
Proposed Cllr Kirby, Seconded Cllr D Curnow-Ford, all in favour.

Planning Committee

Cllr P Curnow-Ford was elected as Chair of the Planning Committee.
Proposed Cllr Coyte, Seconded Cllr Rowson, all in favour.

LMC Committee

Cllr Winfield was elected as chair of the LMC Committee.
Proposed Cllr Coyte, Seconded Cllr D Curnow-Ford, all in favour.

75/21

APPOINTMENT TO FINANCE & POLICY COMMITTEE & ELECTION OF A CHAIR

Cllr P Curnow-Ford, Cllr Kirby, Cllr Trotter and Cllr Winfield were automatically elected as chairs of the council and committees.

There were four councillors wishing to fill the remaining two positions.
Cllr Hall was proposed by Cllr Garnett and Seconded by Cllr Rowson.
Cllr D Curnow-Ford was proposed by Cllr P Curnow-Ford and Seconded by Cllr Trotter.
Cllr Garnett was proposed by Cllr Hall and Seconded By Cllr Rowson.
Cllr Coyte was proposed by Cllr Kirby and Seconded by Cllr Trotter.

It was agreed that a ballot be held with each councillor voting for two councillors. The Executive Officer counted the votes and declared that Cllr Coyte had an absolute majority and was elected. There was then a second vote on the two remaining candidates after the candidate with the lowest vote was removed from the list. Following the second vote Cllr D Curnow-Ford had an absolute majority and was elected.

Finance & Policy Committee

Cllr Coyte, Cllr D Curnow -Ford, Cllr P Curnow Ford, Cllr Kirby, Cllr Trotter, Cllr Winfield.

Cllr Coyte was elected as Chair to the Finance & Policy Committee.

76/21

ELECTION OF VICE CHAIRS

Recreation Committee

Cllr Coyte was elected as vice-chair of the Recreation Committee.
Proposed Cllr Trotter, Seconded Cllr D Curnow-Ford, all in favour.

Planning Committee

Cllr Garnett was elected as vice-chair of the Planning Committee.
Proposed Cllr Rowson, Seconded Cllr Coyte, all in favour.

LMC Committee

Cllr Olson was elected as vice-chair of the LMC Committee.
Proposed Cllr D Curnow-Ford, Seconded P Curnow-Ford, all in favour.

Finance & Policy Committee

Cllr D Curnow-Ford was elected vice-chair of the Finance & Policy Committee. Proposed Cllr P Curnow-Ford, Seconded Cllr Trotter, agreed by a majority vote.

77/21

ELECTION OF REPRESENTATIVES TO ORGANISATIONS AND OUTSIDE BODIES

HALC/EHATPC	Cllr Kirby & Cllr Coyte
Village Hall Management Committee	Cllr D Curnow-Ford
Citizens Advice Bureau	Cllr Garnett
Peak Centre Trust	Cllr Kirby
Liphook Community Magazine	Cllr D Curnow-Ford
River Wey Trust	Cllr Kirby
Bramshott and Liphook Preservation Society	Cllr D Curnow-Ford
Parish Sports & Recreation	Cllr Coyte
Parish Tree Warden	Cllr P Curnow-Ford
Allotment Representative	Cllr Coyte
Conford Village Hall	Cllr Garnett
Speed Watch	Cllr Trotter
CPM	Cllr Jerrard/Cllr Coyte
Age Concern	Cllr Garnett
Oak Park	Cllr Garnett

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

78/21

PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public Questions – items not on the agenda

None.

Public Questions – items on the agenda

None.

Meeting re-convened.

79/21

REPORT FROM DISTRICT COUNCILLORS

District Councillors

Councillor Glass ran through the report from District Councillors.

- Cllr Nick Sear was welcomed as the third District Councillor following the election.
- Cllr Adam Carew was elected as chairman of EHDC.
- Planning training will be offered to Parish Councils.

- The Allianz building is now empty due to staff relocation and EHDC as planning authority will liaise regarding the building moving forward.

County Councillor

Cllr D Curnow-Ford ran through her report as County Council representative.

- Will be attending the AGM on 27th May at the Ageas Bowl, Southampton.
- Committees are: Economy, Transport & Environment Select Committee, Health & Adult Social Care Select Committee, Chichester Harbour Conservancy, LGA Coastal Special Interest Group, SIFCA Fisheries & Conservation Authority, River Wey Trust.
- Provided an update on Pharmacy Test and Collect, Ticks & Lyme Disease and recycling.

Cllr Rowson raised concerns about drugs taking in the area causing anti-social behaviour. Cllr D Curnow-Ford agreed to look into what can be done.

80/21 MINUTES OF COMMITTEE MEETINGS

LMC Committee

Receipt of the minutes of a meeting held on 4th May 2021.

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

Planning Committee

Receipt of the minutes of a meeting held on 17th May 2021.

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

81/21 DATES OF FUTURE MEETINGS

The schedule of dates for future meetings was approved.

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

82/21 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

Update from the Vice-Chair of the NDP Steering Group

The report from Vice Chair of the NDP Steering Group was noted.

- The 4 new recruits have been formally inducted to the Steering Group through induction sessions.
- The NDP are working on the land use site options and formulating a series of options.
- The Steering Group currently had 9 members, which includes the two parish councillors and the 4 new members.

83/21 REPORTS FROM COUNCILLOR REPRESENTATIVES TO COMMUNITY ORGANISATIONS AND LIAISON GROUPS

Cllr Garnett will be attending the Conford Hall AGM on 26th May. They were very grateful for the grant of £700 recently approved by the Finance & Policy Committee. The CAB still have no face to face meetings. Age concern have not met for some time. Oak Park had a recent meeting but Cllr Garnett was unable to attend.

Cllr Trotter reported that there were now 7 volunteers for speed Watch. There had been virtual meetings with the police via Teams. A press statement will be published later this week.

Cllr Kirby reported that there had been no meeting of the Peak Centre. A financial report had recently been considered by the Finance & Policy Committee. The River Wey Trust are preparing an article for the community magazine. They are disappointed by the uncertainty of the WHIPS funding and will be writing to EHDC about this.

Cllr D Curnow-Ford reported that there will be a meeting of the Liphook Village Hall on 16th June and that they are making progress on the CIO application. The preservation Society are working with the LMC to facilitate reopening.

84/21 PAYMENT SIGNATORIES

Payment signatories were approved as follows:
Cllr P Curnow-Ford, Cllr Garnett, Cllr Jourdan, Cllr Kirby, Cllr Rowson, Cllr Trotter.
Proposed Cllr Kirby, Seconded Cllr Garnett, all in favour.

85/21 LIST OF DIRECT DEBITS

The list of direct debits for 2021/22 was approved.
Proposed Cllr Kirby, Seconded Cllr Olson, all in favour.

86/21 FINANCIAL RISK ASSESSMENT

The Financial Risk Assessment for 2021/22 was approved.
Proposed Cllr P Curnow-Ford, Seconded Cllr Trotter, all in favour.

87/21 STANDING ORDERS AND FINANCIAL REGULATIONS

It was reported that there had been no statutory changes or changes to the NALC models.
The Standing Orders and Financial Regulations were approved without any changes for 2021/22.
Proposed Cllr Kirby, Seconded Cllr Coyte, all in favour.

88/21

ASSET REGISTER 2021/22

The asset register had been updated to include all purchases and disposals for the year 2020/21. The figure of £2,626,119 had been used in the AGAR return and reported to internal and external audit. This figure represented the opening figure for 2021/22. The asset register was approved.

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

89/21

NEW SLR AND SPEED WATCH

Cllr D Curnow-Ford ran through her reports. There were two proposals. The first was to agree two new locations that will be used with the SLR cameras. The poles that were needed for this will be provided free of cost by HCC Highways Authority and there will be no additional cost of moving the SLR cameras. The second proposal is an additional site for the Speed Watch team. There were two new sites proposed however one has been turned-down. This is currently being queried. The approved new site is in Hill House Road. The new SLR locations are to the south of Burgh Hill Road and to the north of Dryden Way Junction.

The additional SLR sites and Speed Watch location were approved.

Proposed Cllr Coyte, Seconded Cllr Trotter, approved by a majority vote.

90/21

ROAD NAME FOR 6-12 LONDON ROAD

The council considered the name Baytree Court suggested by the developer and an alternative suggested by the council itself, Coyte's Paddock.

It was agreed that Coyte's Paddock had a better connection with the local area and should be recommended to EHDC together with the history associated with the name.

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

91/21

QUIET GARDEN

A meeting had been held involving councillors to consider the feasibility of developing a quiet garden. It was generally felt to be a good idea and a working party was needed to carry out further research based on the earlier findings.

A working party was agreed with Cllr Garnett, Cllr Kirby, Cllr Coyte and Cllr D Curnow-Ford as members. The TOR are to undertake the tasks identified in the report.

The meeting closed at 21.05 pm.

Signed:
Chair

Date: