



# 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 A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL AT 7.30 PM IN THE LIPHOOK MILLENNIUM CENTRE, ONTARIO WAY, LIPHOOK ON MONDAY 27<sup>th</sup> SEPTEMBER 2021.**

P J STANLEY  
EXECUTIVE OFFICER

**22<sup>nd</sup> SEPTEMBER 2021**

## AGENDA

- 1. CHAIRMAN'S ANNOUNCEMENTS**  
Telephones, fire exits & recording of the meeting.
- 2. APOLOGIES FOR ABSENCE**  
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 and sign Minutes of the Meeting held on 26<sup>th</sup> July 2021.  
**(Appendix 1)**
- 5. MATTERS ARISING – For Information Only**  
To consider matters arising from the meeting.

**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 Chairman.

**Meeting re-convened**

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

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

**8. MINUTES OF COMMITTEE MEETINGS**

To receive the minutes of committee meetings

Recreation Committee

2<sup>nd</sup> August 2021 (**Appendix 2**)

Finance & Policy Committee

13<sup>th</sup> September 2021 (**Appendix 3**)

Planning Committee

16<sup>th</sup> August 2021 (**Appendix 4**) & 20<sup>th</sup> September 2021 (**Appendix 5**)

LMC Management Committee

6<sup>th</sup> September 2021 (**Appendix 6**)

**9. NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

To approve the minutes of the NDP Steering Group held on 15<sup>th</sup> June 2021 (**Appendix 7**)

**10. MEMBERSHIP OF NDP STEERING GROUP**

To consider and approve the recommendations from the Liaison Working Party for the NDP.  
(**Appendix 8**)

**11. 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.

**12. APPROVAL OF PAYMENTS**

To receive and approve the schedule of payments in July 2021 (**Appendix 9**) & August 2021 (**Appendix 10**). To note the bank balances shown in the bank reconciliation has been checked back to the original bank statement by Cllr Jerrard for July and will be checked by Cllr Olson for August. (**Appendix 11**). Queries should be raised with the Executive Officer in advance of the meeting.

**13. CONCLUSION OF AUDIT 2020/21**

To note that the external audit has now been completed and to note the comments made by the external auditor. **(Appendix 12)**

**14. BUDGET FOR THE SHED PROJECT**

To consider and approve the budget for the Shed project. **(Appendix 13)**

**15. COMMUNITY ORCHARD**

To consider the report produced by COPSE and approve the establishment of a Community Orchard at Fletchers Field. **(Appendix 14)**

To approve a budget for the project from the Council held CIL Funding.

**16. COMMUNICATIONS POLICY**

To consider and approve the draft Terms of Reference for the Communications Working Party. **(Appendix 15)**

**17. STANDING ORDERS**

To consider a motion proposed by Cllr Hall.

**The Motion**

I propose that any financial decisions of the Finance & Policy Committee that adversely affect or increase a budget already approved by full Council or that would adversely affect future budgets and precept, should be approved by full Council.

This can be accomplished by amending Standing Order 27 ii by adding after the section *“To have overall responsibility for all financial matters and recommend to the Council an annual budget and precept”* the following words:

*“Any decision of the Finance & Policy Committee that adversely affects an already approved annual budget and precept and/or will adversely affect a future budget and precept yet to be approved by Council must be ratified and approved by the Council at the first available opportunity”.*