



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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FINANCE & POLICY COMMITTEE

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL
AT THE NEXT MEETING ON 13th SEPTEMBER 2021**

**A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL
FINANCE AND POLICY COMMITTEE TOOK PLACE AT THE
LIPHOOK MILLENNIUM CENTRE AT 7.30 PM ON MONDAY 12th JULY
2021.**

MINUTES

PRESENT:

Cllr Coyte - Chair
Cllr Kirby
Cllr D Curnow-Ford
Cllr P Curnow-Ford
Mr P Stanley – Executive Officer

Cllr Garnett and Cllr Hall were in attendance.

47/21 CHAIRMAN'S ANNOUNCEMENTS

The chair requested that mobile phone be switched off and pointed out the emergency exits. It was confirmed that the meeting was being recorded by the Executive Officer for the purpose of the minutes and no other recording was taking place.

48/21 APOLOGIES FOR ABSENCE

Cllr Winfield and Cllr Trotter.

49/21 DISCLOSURE OF INTERESTS

No interests were declared.

50/21 MINUTES OF PREVIOUS MEETING

The minutes of a meeting held on 19th May 2021 were approved.

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

51/21 MATTERS ARISING FROM THE MINUTES

Minute 42/21 - The Executive Officer stated that Liphook Crankers and the Carnival & Bonfire Committee had agreed to return their grants as the events were not taking place in 2021. This meant that £2,000 was now available for any grant requests in the current financial year.

52/21 PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public questions – items not on the agenda

Cllr Garnett asked when the Public Rights to Inspect the accounts would take place. The Executive Officer stated that the accounts are currently open for inspection.

Public questions – items on the agenda

None.

Meeting Reconvened

53/21 CIL NEIGHBOURHOOD PORTION

A working party had met and agreed a policy and application form for the allocation of CIL Neighbourhood Portion money held by the council. Cllr P Curnow-Ford suggested that the document should include reference to retrospective and stage payments so that recipients of allocations, particularly large requests, understood that payment would not be made upfront. Under section 7 of the policy at the end of the section, a new sentence to read “Any agreed payment will be on a phased basis”.

With the additional wording it was proposed that the policy document be approved.

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

54/21 PROJECTS FOR CONSIDERATION FROM CIL FUNDING

It was agreed that committees be asked to identify projects to be funded by CIL Neighbourhood Portion for consideration at a future Finance & Policy Committee meeting.

55/21 COMMUNICATION POLICY

The committee agreed that the council should improve its communication and how it interacts with the community. This includes looking at updating the website and the use of other social media such as Facebook. It was important that the Terms of Reference for this review be clear and that a draft be presented to the full Council in September. To facilitate this, a working party was agreed to include Cllr D Curnow-Ford, Cllr P Curnow-Ford and Cllr Kirby.

56/21 SCOUTS & GUIDES LEASE

The Executive Officers report was considered. This provided an update of advice provided by our Surveyor and Solicitor. It was agreed:

- That no further work was needed from Jacobs & Hunt Surveyors.
- We appoint Surrey Hills Solicitors to draft the new leases for the Guides and Scouts based on the existing agreements at a cost of £2,000 plus VAT and disbursements.
- The lease to be for 15 years from 1st September 2021
- The rent and maintenance to be at the current level and updated each year by CPI from September 2022.

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

57/21 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”.

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