



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 8th NOVEMBER 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 13th
SEPTEMBER 2021.**

MINUTES

PRESENT:

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

Cllr Hall was in attendance.

60/21 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.

61/21 APOLOGIES FOR ABSENCE

Cllr D Curnow-Ford.

62/21 DISCLOSURE OF INTERESTS

Cllr Winfield and Cllr Coyte declared a non-pecuniary interest in the Scouts & Guides.

63/21 MINUTES OF PREVIOUS MEETING

The minutes of a meeting held on 12th July 2021 were approved.

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

The minutes of an exempt session held on 12th July 2021 were approved.

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

64/21 MATTERS ARISING FROM THE MINUTES

Minute 55/21 – Cllr Trotter enquired about progress with the Communication Policy. It was noted that the working party had produced some draft Terms of Reference which will be report back to full council at the end of September.

65/21 PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public questions – items not on the agenda

None.

Public questions – items on the agenda

Cllr Hall wished to ask a question about the budget and it was agreed that this could be heard when that item was discussed.

Meeting Reconvened

66/21 BUDGET 2022/23

The draft budget prepared by the Executive Officer was considered. Cllr Coyte ran through the budget timetable that provided for committees to comment on the budget. A recommended budget and precept will be presented to full council in January or December if EHDC insist on an earlier date.

Cllr Hall asked why the staffing budget for the grounds team had increased from £86,291 to £98,752. The Executive Officer stated that it included provision for the NI increase next year to cover Care Costs, a provision for a cost of living award and pay progression, the increased cost of apprentice salary due to his age, and the additional salary cost for the new Grounds Manager.

The draft budget was noted.

67/21 CAPITAL PROJECTS

The committee considered a list of projects that had been identified by the Recreation and LMC Committees. Some of the Recreation Committee projects were the subject of a WHIPS grant application, although this may be several years away as EHDC still need to develop a scheme. Some of the LMC projects have an impact on adjacent areas and will need to be carefully planned. The list of projects was approved. (Attachment 1)

68/21 PUBLIC TOILETS AT MIDHURST ROAD

The council manage toilets at the Haskell Centre, Midhurst Road and receive annual funding from EHDC to fund the clearing and maintenance of the units. Individual toilets are sometimes taken out of service for maintenance and repair leave no other provision locally. Making the toilets unisex would ensure that at least one toilet is available for both males and females when a closure is necessary.

It was proposed that the Midhurst Road toilets be designated unisex and that new signs be purchased.

Proposed Cllr Trotter, Seconded Cllr Kirby, all in favour.

It was also agreed that consideration should be given if practical to installing baby changing facilities. It was also felt that new doors should be purchased as the existing doors are very old.

69/21 SCOUTS & GUIDES LEASE

A draft lease had been circulated that incorporated the terms agreed at the last meeting. Our solicitors had requested feedback on the draft lease and had raised a number of queries. The Executive Officer had drafted a response to these queries which had also been circulated. Once the amendments had been made, the lease will then be forwarded to both organisations for comment which will then be considered by the council. The draft lease and comments were approved and the Executive Officer will pass on the comments to the councils solicitors.

70/21 TENNIS CLUB REQUEST FOR FINANCIAL ASSISTANCE

Cllr Coyte reported that he and the grounds manager had met with the tennis club to discuss the mowers and the work being done for them by the grounds staff. Following this meeting the Executive Officer had received a request from the club for some financial relief from their council charges.

Councillors considered this request. No specific sum had been proposed and there was no supporting information such as their accounts or fund raising activity. It was felt that no decision could be made without more specific proposals. As the council will be inviting bids for grant funding soon, it was better for the club to apply for a grant and the application will then have accounts and supporting information.

71/21 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 P Curnow-Ford, all in favour.