



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

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

Mr P J STANLEY  
EXECUTIVE OFFICER  
Tel: 01428 722988  
e-mail : [council@bramshottandliphook-pc.gov.uk](mailto:council@bramshottandliphook-pc.gov.uk)

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

## PARISH COUNCIL MEETING

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT  
THE NEXT MEETING ON THE 25<sup>th</sup> OCTOBER 2021**

**A MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL  
TOOK PLACE AT 7.30 PM ON MONDAY 27<sup>th</sup> SEPTEMBER 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 Jourdan  
Cllr Kirby – Chair  
Cllr Olson  
Cllr Rowson  
Cllr Trotter

Mr P Stanley - Executive Officer

District Councillors A Glass, B Mouland and N Sear were in attendance. There was no member of the public present.

**120/21 CHAIRMAN'S ANNOUNCEMENTS**

The chairman welcomed everyone to the meeting and stated the meeting was being recorded for the purpose of the minutes. She also stated that the cost of the election in May following a casual vacancy was £8169.24.

**121/21 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Winfield.

**122/21 DISCLOSURE OF INTERESTS**

There were no interests declared.

**123/21 MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 26<sup>th</sup> July 2021 were approved. Proposed Cllr Coyte, Seconded Cllr Trotter, all in favour.

**124/21 MATTERS ARISING**

There were no matters arising.

**125/21 PUBLIC PARTICIPATION SESSION**

Meeting adjourned

**Public Questions – items not on the agenda**

None

**Public Questions – items on the agenda**

None.

Meeting re-convened.

**126/21 REPORT FROM DISTRICT COUNCILLORS**

District Councillors

Councillor Glass ran through the report from District Councillors.

- The Spatial Strategy for the Local Plan was discussed and approved, with amendments to the recommendations.
- Calculating the minimum number of homes required in the district according to a standard method was problematic in an area where 57% of the District is within SDNPA.
- The Peak Centre were successful in their bid for £30,000 worth of Supporting Communities funding from EHDC.
- COP26 will be held at Alton Maltings on 8<sup>th</sup> October, 2pm – 6.30 pm.

- A meeting was held with British Transport Police to discuss anti-social behaviour in the station area.

In response to a question, it was stated that the date for the completion of the Local Plan was still to be confirmed but was likely to be 2023.

County Councillor

Cllr D Curnow-Ford ran through her report.

- Following the meeting with British Transport police, this will be followed-up on ways to address anti-social behaviour with the EHDC Community Partnership team.
- Plans to improve walking access for Bohunt School students to get from the station are progressing with a public consultation due in the Autumn.
- The existing booking system for HWRCs (Petersfield and Bordon) will be retained until March 2022.

**127/21 MINUTES OF COMMITTEE MEETINGS**

Recreation Committee

The minutes of a meeting held on 2<sup>nd</sup> August 2021 were received.

Finance & Policy Committee

The minutes of a meeting held on 13<sup>th</sup> September 2021 were received.

Planning Committee

The minutes of meetings held on 16<sup>th</sup> August 2021 and 20<sup>th</sup> September 2021 were received.

LMC Management Committee

The minutes of a meeting held on 6<sup>th</sup> September 2021 were received.

**128/21 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

Minutes of the NDP Steering Group

The minutes of NDP Steering Group meetings held on 15<sup>th</sup> June 2021 were approved.

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

**129/21 MEMBERSHIP OF THE NDP STEERING GROUP**

The council considered a report from the NDP Liaison Working Party recommending two new members of the NDP Steering Group. Both candidates

have a lot of useful experience that will help to complete the next stages of the NDP.

It was agreed that Sarah Perryman and Kevin Wyeth be appointed onto the NDP Steering Group.

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

**130/21**

**REPORTS FROM COUNCILLOR REPRESENTATIVES TO COMMUNITY ORGANISATIONS AND LIAISON GROUPS**

Cllr Trotter advised that there had been two Speed Watch sessions. New members were currently being trained and new volunteers were still required as there were a lot of roads to cover.

Cllr Garnett stated that the SANG drainage problems have not be resolved and were discussed at the last liaison meeting. There was concern about the delay in getting information to HCC so that they can take some action.

Cllr D Curnow-Ford had attended a meeting of the Liphook Village Hall Committee. They have received a £30k pandemic funding grant and were seeing a return of regular bookings. A survey of the club had shown that considerable repairs were required and the matter is now being pursued via a solicitor. The committee have applied for Charitable Incorporated Organisation status.

Cllr Kirby stated that there had been a multi-agency meeting to discuss how to best use the Age Concern funding. The Day Centre was currently looking to recruit a new manager on a job share basis.

Cllr Kirby advised that there had been no meetings of the River Wey Trust. She had assisted the RWT at the Rural Life Centre and Dapdune Wharf.

**131/21**

**APPROVAL OF PAYMENTS**

The schedule of payments in July 2021 & August 2021 were approved. **(Attachments 1 & 2)**

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

The bank balances held by the Council at the end of July 2021 was checked by Cllr Jerrard and currently stand at:

Current Account - £1,001.00  
Business Account - £754,863.28  
Total Funds - £755,864.28

The bank balances held by the Council at the end of August 2021 will be checked by Cllr Olson and currently stand at:

Current Account - £1,001.00  
Business Account - £727,587.80  
Total Funds - £728,588.80

**132/21 CONCLUSION OF AUDIT 2020/21**

Section 3 of the AGAR, External Auditors Report and Certificate 2020/21 and the comments therein were noted.

**133/21 BUDGET FOR THE SHED PROJECT**

The report prepared by the Executive Officer was considered. The original budget was set at £60k. Following a tendering procedure no tenders had been received for the building itself. Quotations had then been obtained that suggested the budget for the project was not adequate. A budget of £120k would be needed for the demolition of the former Willows Building and tractor shed and to replace them with a prefabricated metallic building.

Councillors were given the opportunity to express their views. There was concern about the public perception of spending this amount on the project and that the council should explain why the project is necessary. It was noted that the project had featured in two Community Magazines and that no concerns had been received. Some councillors felt that it was an essential project and that it was an investment for the future as the staff need accommodation that is fit for purpose. It was noted that due to external factors, prices were going up and demand for building services was high. Any delay could see costs move higher. There was also a view that the funding should be sourced from CIL held by EHDC rather than that held by the council. This could delay the tender process until the grant window opened.

Cllr Garnett left the meeting

It was proposed that the budget for the Shed Project be set at £120k and that £60k be funded from CIL Neighbourhood Portion held by the council.

Proposed Cllr Coyte, Seconded Cllr Trotter, all in favour

**134/21 COMMUNITY ORCHARD**

Cllr Garnett re-joined the meeting.

The council had approved a budget for COPSE to be appointed to carry out an engagement process with the public on the creation of a Community Orchard. Their report was considered which showed that there was support for an orchard to be established on land owned by the council at Fletchers Field.

On Saturday 11<sup>th</sup> September, an event was held by members of COPSE and Parish Councillors. This was well attended and practical issues and concerns by local residents were addressed.

Ongoing maintenance of the orchard will be by volunteers and community groups who had been contacted by COPSE. Any cost arising from ongoing support by COPSE beyond that proposed in this item would need a further approval by council.

It was proposed that the a Community Orchard at Fletchers Field be approved and that a budget of up to £1,375 be approved from CIL Funding.

Proposed Cllr Garnet, Seconded Cllr Jordan, 10 in favour and 1 abstention. The proposal was therefore approved.

**134/21**

**COMMUNICATIONS POLICY**

This item was deferred to the next meeting as the appendix was not available.

**135/21**

**STANDING ORDERS**

Cllr Hall presented his motion and councillors were given the opportunity to ask questions and express their own views.

**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”.*

Proposed by Cllr Hall, Seconded by Cllr Garnett, vote 3 in favour, 7 against, 1 abstention.

The motion was not approved.

The meeting closed at 21.27 pm.

Signed:

Chair

Date: