



**BRAMSHOTT & LIPHOOK  
PARISH COUNCIL**

**MR P J STANLEY  
EXECUTIVE OFFICER**

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## **PARISH COUNCIL MEETING**

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE NEXT MEETING**

**A MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL TOOK PLACE AT 7.30 PM ON MONDAY 27<sup>th</sup> JUNE 2022 AT THE LIPHOOK MILLENNIUM CENTRE**

### **MINUTES**

#### **PRESENT**

Cllr Coyte  
Cllr Garnett  
Cllr Hall  
Cllr Jerrard  
Cllr Kirby – Chair  
Cllr Rowson  
Mr P Stanley - Executive Officer

There were two District Councillors and the chair of the NDP Steering Group in attendance.

#### **103/22 CHAIRMAN'S ANNOUNCEMENTS**

The chairman welcomed everyone to the meeting and stated the meeting was being recorded for the purpose of the minutes.

#### **104/22 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr D Curnow-Ford, Cllr P Curnow-Ford, Cllr Winfield, Cllr Olson, Cllr Trotter.

#### **105/22 DISCLOSURE OF INTERESTS**

There were no interests declared.

#### **106/22 MINUTES OF THE LAST MEETING**

The minutes of the Annual Meeting held on 23<sup>rd</sup> May 2022 were approved. Proposed Cllr Kirby, Seconded Cllr Rowson.

**107/22 MATTERS ARISING**  
There were no matters arising.

**108/22 PUBLIC PARTICIPATION SESSION**

Meeting adjourned

**Public Questions – items not on the agenda**  
None.

**Public Questions – items on the agenda**  
None.

Meeting re-convened.

**109/22 REPORT FROM DISTRICT COUNCILLORS**

District Councillors

Councillor Glass ran through the report from District Councillors.

- Waste Collection – The level of missed collections was frustrating and EHDC was in continuous contact with the contractor concerning this. Bins should be left out until collected.
- Penns Place – Plans to move away from Penns Place are under active consideration. A building called New Barn is to be handed back to EHDC and could be the new base.
- EHDC Community Lottery – new grants will soon be available for those signed up to the lottery.
- Local Plan – EHDC is re-consulting on the Local Plan

Cllr Kirby thanked the three District Councillors for their grants towards the successful picnic on the green.

Following a question it was confirmed that missed rubbish collections can be reported on the EHDC website.

County Councillor

Cllr D Curnow-Ford's report was noted.

**110/22 MINUTES OF COMMITTEE MEETINGS**

Recreation Committee

No meeting was held as it was not quorate.

### Planning Committee

The minutes of a meeting held on 20<sup>th</sup> June 2022 were received.

**111/22**

#### **NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

The minutes of the NDP Steering Group held on 10<sup>th</sup> May 2022 were approved. Proposed Cllr Kirby, Seconded Cllr Rowson, all in favour.

Cllr Kirby ran through her report as council representative on the NDP Steering Group. It was reported that the NDP had reached a critical stage in preparation and must be in general conformity with both the current EHDC and SDNPA Local Plan and current planning legislation. The timescales of the review of both plans and changes to planning legislation will affect possible future allocations of development areas within the parish. It was recommended that the council request a report from the NDP Steering Group that provides information for the council to consider.

The council was in agreement with this request but asked that the budget be included with the list of required information. The report should be completed if possible for the next meeting of the council.

It was agreed that a report be requested as outlined in Cllr Kirby's report with the addition of the budget.

Proposed Cllr Kirby, Seconded Cllr Coyte.

The chair of the NDP Steering Group provided an update. It was noted that his report had not been circulated with the agenda and would be sent to all councillors after the meeting.

Cllr Jerrard asked whether there were any formal notes of the meeting held with SDNPA & EHDC and felt that any notes should be made available to the public.

**112/22**

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

Cllr Garnett had attended a meeting of Age Concern. They are looking to change their name and had a lot of interest at the picnic on the green.

Cllr Kirby had attended meeting with the Peak Centre Trustees who are currently seeking to recruit a new manager.

**113/22**

#### **APPROVAL OF PAYMENTS**

The schedule of payments for May 2022 was approved. (**Attachments 1**)  
Propose Cllr Kirby, Seconded Cllr Coyte.

The bank balances held by the Council at the end of May 2022 will be checked by Cllr Hall and currently stand at:

Current Account - £1,001.00  
Business Account - £1,038,770.90  
Total Funds - £1,039,771.90

The current balances were noted.

**114/22**

### **COUNCIL PROJECTS**

The Executive Officer presented his report.

The website upgrade was progressing well. The contract had been awarded and initial contact made. The developer has been given access to the existing website and had downloaded the data which will be incorporated into the new site, but only data for the previous 5-6 years.

The working party had meet to discuss the requirements for the toilet project at the LMC. A contractor had visited the site and was preparing some details proposals for consideration.

The terms of reference for the working party looking at the Shed project were considered and it was agreed that sites review should be incorporated into the TOR.

Three projects were proposed for further investigation.

1. Improvements to the existing car park at the LMC.
2. Assessment of maintenance needs at the River Wey Aqueduct, Radford park.
3. Replacement Playpark fencing.

It was agreed that these three projects be approved for further investigation. Proposed Cllr Coyte, Seconded Cllr Hall.

**115/22**

### **LMC PASSENGER LIFT**

Councillors considered quotations that had been received from the service provider for the LMC passenger lift. These cover an upgrade of the lighting system and the installation of a communications system to replace the broken emergency phone. Both had failed a recent inspection and represented the recommended repair and improvement work.

It was agreed that the two quotes from Kone be approved from Earmarked Reserves at a cost of £2,295 plus VAT for the communications system and £1,061.98 plus VAT for the lighting upgrade.

Proposed Cllr Coyte, seconded Cllr Rowson.

**116/22**

**FUTURE MEETINGS**

Following a decision by the council, the committee discussed the room requirements and layout for the year. Councillors were given the opportunity to state their preference and the reasons for their view.

It was proposed that the Canada room be use.

Proposed Cllr Garnett, seconded Cllr Hall. Cllr Garnett, Cllr Hall and Cllr Rowson were in favour and Cllr Kirby, Cllr Coyte and Cllr Jerrard were against. The chair used her casting vote to vote against so the proposal was not approved.

It was proposed that the main hall be used.

Proposed Cllr Kirby, Seconded Cllr Coyte. Cllr Kirby, Cllr Coyte and Cllr Jerrard were in favour and Cllr Garnett, Cllr Hall and Cllr Rowson were against. The chair used her casting vote to vote for the proposal so the proposal was approved.

It was proposed that a horseshoe seating arrangement be used with the open end facing the public.

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

The meeting closed at 21.05 pm.

Signed:  
Chair

Date: