



**BRAMSHOTT & LIPHOOK
PARISH COUNCIL**

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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 26th SEPTEMBER 2022 AT THE LIPHOOK MILLENNIUM CENTRE

MINUTES

PRESENT

ClIr Coyte
ClIr D Curnow-Ford
ClIr Garnett
ClIr Jerrard
ClIr Kirby – Chair
ClIr Olson
ClIr Rowson
ClIr Trotter
Mr P Stanley - Executive Officer

There were three members of the public & two District Councillors in attendance.

131/22

CHAIRMAN'S ANNOUNCEMENTS

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

132/22

APOLOGIES FOR ABSENCE

ClIr P Curnow-Ford and ClIr Hall.

133/22

DISCLOSURE OF INTERESTS

There were no interests declared.

134/22

MINUTES OF THE LAST MEETING

The minutes of the Meeting held on 25th July 2022 were approved.

Proposed Cllr Kirby, Seconded Cllr Trotter, agreed by a majority.

135/22 MATTERS ARISING

There were no matters arising.

136/22 DECLARATION OF A COUNCILLOR VACANCY

A Casual Vacancy was declared following Cllr Jourdan ceasing to be a councillor.

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

137/22 PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public Questions – items not on the agenda

None.

Public Questions – items on the agenda

A member of the public asked why the public participation session was moved from the end of the NDP Agenda. It was stated that this session is held earlier in the meeting and conforms to other council meeting format.

Meeting re-convened.

138/22 REPORT FROM DISTRICT & COUNTY COUNCILLORS

District Councillors

Councillor Glass ran through the report from District Councillors.

- EHDC are seeking to return to direct control of the Norse contract for waste collections.
- The Clinical Commissioning Group approved the business case for the new Health Hub at Whitehill and Bordon.
- The Supplementary Planning Document for Housing outside of the Settlement Policy Boundary consultation has now closed.
- District Councillor grants are still available.
- EHDC Have been active with Enforcement.

County Councillor

Cllr D Curnow-Ford's highlighted items in her report.

- The Bramshott Village Gates and traffic calming measures should be completed by 10th October 2022.

- Some speed limit signs had been turned on Longmoor Road and have been corrected by Cllr Trotter.
- Highways have been contacted to improve the corner of Longmoor and Headley road in the centre of Liphook.

139/22 MINUTES OF COMMITTEE MEETINGS

Recreation Committee

The minutes of a meeting held on 1st August 2022 were received.

LMC Committee

The minutes of a meeting held on 5th September 2022 were received.

Planning Committee

The minutes of a meeting held on 15th August 2022 were received.

140/22 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

NDP Steering Group Minutes

The minutes of the NDP Steering Group held on 12th July 2022 were approved. Proposed Cllr Kirby, Seconded Cllr Coyte, agreed by a majority vote.

141/22 APPOINTMENT OF A NEW MEMBER OF THE NDP STEERING GROUP

Cllr P Curnow-Ford was appointed as the second councillor representative to the NDP Steering Group.

Proposed Cllr Kirby, Seconded Cllr Trotter, agreed by a majority vote.

The appointment of a new member of the NDP Steering Group was deferred to the October meeting.

142/22 APPOINTMENT OF CHAIR TO THE NDP STEERING GROUP

Louise Bevan, who has been a member of the Steering group for three and a half years, was appointed as Chair to the NDP Steering Group.

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

143/22 SOUTH DOWNS NATIONAL PARK

The council considered and approved a statement in response to the SDNPA Call for Sites. (**Attachment 1**)

Proposed Cllr Coyte, Seconded Cllr D Curnow-Ford, agreed by a majority vote. Cllr Trotter & Cllr Jerrard abstained.

144/22 REPORTS FROM COUNCILLOR REPRESENTATIVES TO COMMUNITY ORGANISATIONS AND LIAISON GROUPS

Cllr Garnett attended a meeting of the Age Concern Trustees. A programme of activities had been agreed. The Lowsley Farm meeting had been cancelled but drainage was still a serious problem.

Cllr D Curnow-Ford had attended a meeting of the Village Hall Management Committee. The club finances were improving. Improvements to the drive were being considered. Bookings were increasing as more use is made of the facilities.

Cllr Kirby had attended a meeting of the Peak Centre Trust.

145/22 APPROVAL OF PAYMENTS

The schedule of payments for July 2022 & August 2022 were approved. **(Attachments 2 & 3)**

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

The bank balances held by the Council at the end of July 2022 was checked by Cllr Coyte and currently stand at:

Current Account - £1,001.00
Business Account - £981,615.56
Total Funds - £982,616.56

The current balances were noted.

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

Current Account - £1,001.00
Business Account - £949,795.72
Total Funds - £950,796.72

The current balances were noted.

146/22 CONCLUSION OF AUDIT

The year end audit report prepared by PKF Littlejohn LLP was considered and noted. It was further noted that there were no matters to report.

147/22 EXTERNAL AUDIT

The council considered the SAAA central external auditor appointment arrangements and agreed to remain within the existing arrangements.

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

148/22

TRACTOR SHED PROJECT

The new terms of reference were agreed to include.

- Review how The Shed could be brought forward in the Recreation Ground
- Review how an equivalent building could be brought forward in the Radford Park compound
- To review and resolve the issues in delivering either of the above two options
- Investigate and review the potential to rent an appropriate Industrial Unit in Liphook that would provide similar facilities to The Shed specification
- Take a preferred option forward to the next full council meeting

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

It was agreed that the budget for this project should be increased to £180,000 and that it should all be funded by CIL Neighbourhood Portion held by the council.

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

149/22

LMC SOUND SYSTEM

It was agreed to provide a sum of £7,500 from CIL Neighbourhood Portion for a new Sound System at the LMC.

Proposed Cllr Jerrard, Seconded Cllr Trotter, all in favour

150/22

AQUEDUCT INSPECTION

It was agreed to appoint Copperstone to conduct a condition survey at the aqueduct in accordance with their proposal at a cost of £1,520 plus VAT. The cost to be met from earmarked reserves.

Proposed Cllr Coyte, Seconded Cllr Olson, all in favour

151/22

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 Coyte, Seconded Cllr Olson, agreed by a majority vote.

The following minutes are from the Exempt Session.

152/22

INTERNAL AUDIT

This item was deferred to the October 2022 meeting.

153/22

PLAYPARK FENCING

The contract to replace the playpark fencing with 4 ft bow top railing was awarded to MJS Fencing at a cost of £14,403 plus VAT.

Proposed Cllr Coyte, Seconded Cllr Trotter, all in favour

154/22

TREE SURVEY

The contract to undertake a tree survey in all the council sites was awarded to ACD Environmental at a cost of £7,000 plus VAT.

Proposed Cllr Coyte, Seconded Cllr Olson, all in favour

The meeting closed at 9.10 pm.

Signed:
Chair

Date: