

Appendices for Bramshott & Liphook Parish Council meeting On Monday 24th April 2023

Appendix 1: County Councillor's Report

Greetings to the Executive Officers, Staff and Members of Bramshott and Liphook, Headley, and Grayshott Parish Councils. I hope this report finds you well and that you've had an enjoyable Easter weekend. I would like to extend a warm welcome to Jane Sawyer, who joined Bramshott and Liphook Parish Council as Clerk and Executive Officer on 4th April. I would also like to take this opportunity to thank Cllr Richard Lyons, Chair of Grayshott Parish Council, who is not standing in May's elections for his support and congratulations to all members of Bramshott & Liphook, Headley, and Grayshott Parish Councils who have been re-elected unopposed.

Local Activities

Bramshott & Liphook

Residents continue to bring road works related issues with Swish Fibre's contractor, MMB, to my attention. I am pleased to report that I, along with Parish Councillors and officers from HCC Highways, attended a virtual meeting with managers from Swish Fibre and MMB responsible for works in Liphook. They took our feedback and comments very seriously and have agreed to a fortnightly review meeting.

In order to foil the prankster who turns around the 30mph/National speed limit signs on Longmoor Road, Highways have raised them up higher on the pole. If you see a suspicious looking character with a ladder near the signs, please let me know!

A diligent and caring resident has sent me photos of road works apparatus including cones and signage frames which have been left on the verge and pavement. Depending on where these items are they either need to be reported to National Highways, in the case of A3 and its slip ways and bridges:

[National Highways Report a problem](#)

or to Hampshire Highways in the case of our local roads and pavements:

[Report a road problem | Hampshire County Council \(hants.gov.uk\)](#)

Please do upload your photos and identify the location using the online map. Please let me know the Enquiry Ref No's for these issues and I will follow up with HCC Highways and ask also them to contact Kier, National Highways contractors in Basingstoke

Later this month, I will be meeting with our Traffic Safety Officer to consider road traffic marking along The Avenue, due to the problems that arise from parked cars and the lack of sightlines for the children.

Grayshott

I received a complaint from a Kingswood Firs resident re: yet another fibre company, Gigaclear, digging up the highway. Unfortunately, as we have an open communications market they are entitled to do so. HCC's role is to process their permits and coordinate works on the public highway and ensure the contractors operate within their permit.

I am following up a request for Highways to address drainage problems at the junction of Avenue Road and Glen Road

Headley

I received a request from an elderly, vulnerable resident for help regarding anti-social behaviour. I am pleased to have been able to bring this to the attention of public sector 3rd parties including EHDC and the Longmoor Neighbourhood Police Unit.

A Headley Down resident is concerned at speeding traffic on B3002 between the mini-island at the top of Beech Hill and the Downsview Road. I have escalated to our Traffic Safety Officer.

Councillor CORONATION Grants

A new grant window for Hampshire County Councillors will open from 1st to 21st April. Called 'Member's Grants for the Coronation' will offer grants up to £1k to support local events.

<https://www.hants.gov.uk/community/grants/grants-list/county-councillor>

I am pleased to have approved grants to Grayshott Parish Council and Bramshott Open Gardens to support their respective plans to celebrate the Coronation.

News from Hampshire County Council (HCC)

Bus Services affecting Liphook, Headley and Grayshott

As of 16th April, Stagecoach have amended their routes. Going forward Liphook will be served by a 2 – 3 hour no 23 service which will continue to serve Grayshott and go to Haslemere. Whitehill and Bordon becomes the interchange for Liphook passengers to transfer from no 23 to no 13 to travel further afield e.g.: Alton and Basingstoke.

Here is the 23 timetable [XPDO023 \(tis-kml-stagecoach.s3.amazonaws.com\)](https://www.stagecoach.co.uk/timetables/XPDO023)

Launch of mobility scooters at QE Country Park

We have two new off-road mobility scooters available for hire at Queen Elizabeth Country Park. This is a joint initiative between HCC and SDNPA and it is a sign of the growing collaborative relationship which we are building.

We want everyone to enjoy the splendour of Queen Elizabeth Country Park and so the arrival of two off-road mobility scooters is fantastic news. It means that grandparents who may have mobility issues can accompany the rest of the family for a day out in the park. For the first time individuals using these specialist scooters will be able to access three tracker-friendly trails that wind through woodland and downland. The County Council also has plans to install later this year a Changing Places toilet alongside accessible changing facilities.

To book a scooter please call QECP on 023 9259 5040.

Create a Local Nature Reserve

On 20 March 2023 DEFRA and Natural England updated the guidance on declaring a Local Nature Reserve. It is now much easier for Parish and Town Councils to make a declaration. This is a great opportunity for Parish Councils to contribute to Nature Recovery whilst engaging members of the community of all ages in a worthwhile project which leaves a lasting legacy for generations to come.

How to declare a local nature reserve

To declare your site as a LNR, first you should contact Natural England by email:

consultations@naturalengland.org.uk or telephone: 0300 060 3900.

You'll be asked to formally declare your LNR by sending a draft declaration document - you can use this declaration document template (MS Word Document, 26 KB). It must be signed by the relevant local authority committees, have a map showing the boundary and a management plan detailing:

- ownership of the land
- any agreements or partnerships
- why the LNR site was chosen
- aims and objectives
- biodiversity management and environmental education
- community participation, access and visitor management
- costs and funding arrangements

Following the consultation you will be asked to send the final declaration document to Natural England, signed by the relevant local authority committees.

To read the guidance in full please click on this link:

www.gov.uk/guidance/create-and-manage-local-nature-reserves

Campaign to recruit more Foster Parents

While we have been working hard to reduce the number of children coming into care, the gap between the number of children needing a loving home and the number of Foster Carers available in Hampshire, continues to widen.

In order to close the gap, Fostering Hampshire Children has launched its #OpenYourDoor campaign. Dedicated to discovering 150 new fostering households across the county by the end of 2023, the campaign works with local communities across Hampshire to galvanise residents to support vulnerable children who desperately need our help.

Parish Councils can play an important and useful role in supporting the campaign by:

- sharing the messages across your PC social media channels and email groups;
- including an article in your local newsletters – see below example in Appendix 1.

Thank you for supporting the #OpenYourDoor campaign.

The Regulated Period (aka Purdah) underway

With Parish and District Council elections taking place on 4 May, the County Council is now in the election Regulated Period and I do not expect there to be any significant announcements in April. My next report to you will therefore be sent out by me in the first week of June. I hope you all enjoy a happy, peaceful and prosperous Spring!

News from Highways

Potholes

Potholes and other road defects remain our biggest issue locally, so please forgive another thread about them. I received the following briefing from Cllr Nick Adams-King, HCC Cabinet Member for Highways.

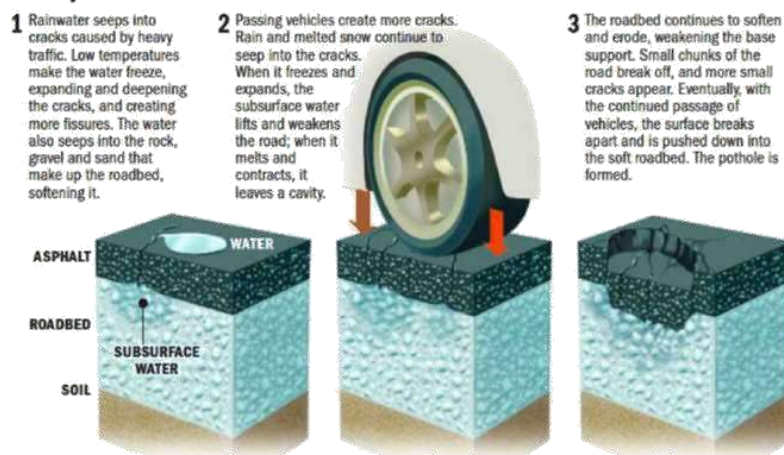
Background

The weather this winter has been the worst possible combination of prolonged heavy rain and sub-zero temperatures.

Despite last summer's drought, we started the winter season with groundwater levels in Hampshire higher than normal. The repeated cycle of rain > freeze > rain > freeze has created the perfect environment for potholes to form, and in addition the prolonged periods of heavy rain have kept groundwater levels exceptionally high resulting in localised surface water flooding, and this is despite our best efforts to keep roadside grips, gullies and drains clear.

Potholes can form in a number of ways. Aside from general wear and tear, the freeze-thaw action of water when it gets into cracks can rapidly weaken and break open road surfaces, and this is in addition to the hydraulic effect of vehicle tyres constantly going over standing water in cracks and other small surface defects that can also create potholes. This explains why, even though we have now moved into Spring, potholes are continuing to develop and why some of the temporary fixes are beginning to break down.

How potholes form



Temporary vs Permanent Repairs

Given the high number of potholes that have formed this winter, particularly after each of the spells of freezing weather, HCC's Highways team took the decision to carry out more emergency temporary infill repairs to keep roads safe and serviceable, understanding that a follow up visit would be needed in some cases to undertake vastly preferable permanent reinstatement.

In the time taken to undertake a permanent fix between 4 and 7 temporary infills can be completed.



How we are doing

There has been a genuinely unprecedented demand on the highways teams this winter. The number of potholes filled in the financial year that ended on March 31st is more than ever before:

Financial Year	Number of Potholes Filled
18/19	41,371
19/20	27,780
20/21	56,852
21/22	72,610
22/23	120,068

Over 40,000 of these potholes were filled in the three months from December to February.

Inflation for road materials has been running this year at over 20%, which has eaten into our budgets. Through our materials recycling depot at Micheldever we have been able to reprocess much of the material removed from the roads when we repair and/or resurface them, reducing our costs to a degree, and the team will be trialing new innovative ways of re-using this recycled material over the course of this coming year.

Officers have also been significantly stretched. The teams who undertake the pothole repairs are also those who drive the gritters, dig out ditches, clear fallen trees and attend emergency incidents. So, it has been a challenging winter!

Additional Government funding from the budget

The Government has allocated just under £6million to Hampshire for additional pothole repairs. We had some idea additional funding might be forthcoming so had already ordered greater resources for our highway network. We anticipate this money being able to fill approximately 39-40,000 additional potholes over the summer.

Why don't the teams fix other potholes nearby when repairing one?

It may appear wasteful, and I recognise it can be irritating, when teams fill one pothole but ignore other defects nearby.

To be clear, operatives are empowered to attend to other issues if they are able to do so when they come across them. However, the challenge is that the gangs that do the day-to-day repairs normally have a set schedule for a particular day so they may have neither the time, nor the necessary materials, to complete additional repairs that are not already on their list.

Often the additional work has not been reported, or assessed, prior to the work schedule for the day being established.

We will be looking at various operating models over the summer, working closely with Milestone, that will hopefully facilitate a smarter, more flexible approach to work scheduling.

A reminder that Hampshire Highways can't fix them unless we know about them, so PLEASE, if you see a pothole in your road or when you are out and about, take a few moments to report it online. The link to do so is here: <https://www.hants.gov.uk/.../roadma.../roadproblems/potholes>

Reporting it here is the best way to ensure it is fixed as quickly as possible. We prioritise the busiest routes first when fixing issues, so if it's a minor road it may take a longer to get to it, but we will fix it.

Reporting Highway Problems Links to report road issues:

Tree/hedge problems:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/treehedge>

Flooding/drainage issues:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/flooding>

Pavement problems: <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/paving>

Problems with rights of way:

<https://www.hants.gov.uk/landplanningandenvironment/rightsofway/reportaproblem>

If you would like me to follow this up for you then please forward that message to me and I will chase for you.

Please go to [one. network](#) to find out who is digging up your road, why and for how long. Parking and Traffic Management

As I reported in my March report, on 1 April 2023 the responsibility for Parking and Traffic Management services reverted from EHDC to HCC.

Requests for new parking controls such as yellow lines, disabled parking bays and access protection markings will henceforth be handled directly by the County Council. Yellow lines and other waiting restrictions can be requested at: traffic.management@hants.gov.uk

I would like to ask all Parish Councils to ensure that you copy all such email requests for new controls to me please. I can then maintain awareness of volumes and chase things up should it become appropriate.

You can now report a parking contravention online on the hants website. This is apparently proving to be a popular feature. To see this feature please visit our parking pages online.

From 1 April 2023, new on-street residents' parking permits will be digital, rather than paper based, although current permits will remain valid until the date of their expiry. All new permits issued by Hampshire County Council will need to be applied for via MiPermit, which will allow residents to apply through an app, online, or over the telephone.

Responsibility for off-street car parking will remain with the district and borough councils except for Durngate Car Park in Winchester which is already managed by the County Council.

Kind regards – Debbie

17th April 2023

Cllr. Debbie Curnow-Ford

Hampshire County Councillor for the Liphook, Headley, and Grayshott Division

Tel: 07738 289890

Email: Debbie.Curnow-Ford@hants.gov.uk

www.hants.gov.uk

Appendix 1 - SUGGESTED ARTICLE FOR PARISH NEWSLETTERS

Open Your Door to Fostering

Every 12 hours another Hampshire child comes into care in need of a foster carer.

Children deserve to feel safe and happy. They deserve to be cared for. They deserve the opportunity to work towards achieving their potential. They deserve to have a stable home.

While Hampshire County Council has been working hard to reduce the number of children coming into care, the gap between the number of children needing a loving home and the number of foster carers available in Hampshire continues to widen. For every child for whom we find a home, there are others waiting. In order to close the gap, Fostering Hampshire Children has launched a campaign asking Hampshire residents to #OpenYourDoor. Dedicated to finding 150 new foster care households across the county by the end of 2023, the campaign works with local communities across Hampshire to galvanise residents to support vulnerable children who need our help.

Foster carers are kind, nurturing and selfless people. They play a vital role in advocating for young people currently in care, nurturing their physical and mental well-being, strengthening their identities, and supporting them on their journeys. It is also important that local communities continue to do all they can to support current foster carers with the hugely important role they play in looking after the most vulnerable children in Hampshire.

Fostering Hampshire Children is an OFSTED-outstanding Local Authority offering generous allowances and pioneering training and support. Our growing community keeps you connected in your vital role enhancing children's lives. Through the Hampshire Hive, buddies, and groups, you will be well supported throughout your fostering journey.

You don't need to own your home or be in a long-term relationship. Sexuality and ethnicity don't matter. You don't have to do fostering as a 'full-time job,' and you certainly don't need to be 'practically perfect in every way.' Fostering Hampshire Children is looking for ordinary people aged over 21 who want to make positive changes within our communities across the county.

There are some things you do need: a spare bedroom, patience, resilience, open-mindedness, and positivity to name but a few. Fostering isn't always easy; there are challenges to overcome and difficult days, but it's also a chance to build new relationships, learn about other cultures and offer stability to a young person at the time it's needed most. The support and training opportunities provided by Hampshire County Council are excellent, and the peer-to-peer support networks are second to none.

Fostering Hampshire Children urgently needs more foster carers to provide homes for Hampshire children, from babies through to teenagers, asylum seekers, sibling groups and children with additional needs or disabilities. We need your help today.

Can you open your door and become a foster carer in Hampshire?

Please visit the [Fostering Hampshire Children website](https://hants.gov.uk/openyourdoor) at hants.gov.uk/openyourdoor and download an information pack today to discover more about becoming a foster carer. Together, we can make a difference to Hampshire's most vulnerable children.



Appendix 2: Schedule of Payments

Date: 18/04/2023

Bramshott & Liphook Parish Council

Page 1

Time: 12:09

LLOYDS CUR/DEP A/C

List of Payments made between 01/03/2023 and 31/03/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/03/2023	EHDC	CARD	18.50		Planning advice
06/03/2023	Castle Water	TW15990372	57.64		Water
06/03/2023	Castle Water	TW16084025	43.05		Water
06/03/2023	PAYE & Superannuation	DDR	6,862.32		PAYE & Superannuation
07/03/2023	Talk Talk Business	01393733	62.28		Phone and broadband
16/03/2023	FuelGenie	6356295004	289.02		Vehicle fuel
16/03/2023	Orange Pixel Ltd	EMKC2J	48.00		Website hosting
20/03/2023	Altis Industries Ltd.	1089811-01	115.48		Altis Industries Ltd.
20/03/2023	DCK Accounting Solutions	1089811-02	133.80		Payroll processing
20/03/2023	Dylan's Ice Cream	1089811-03	59.00		Ice cream
20/03/2023	Elite Playground Inspections	1089811-04	51.00		Playground inspection
20/03/2023	Hampshire County Council	1089811-05	67.49		Hampshire County Council
20/03/2023	Gables Newsagents	1089811-06	8.80		Newspapers
20/03/2023	iSAAC Support	1089811-07	180.00		iSAAC Support
20/03/2023	Moviola Ltd	1089811-08	102.61		Film hire
20/03/2023	National Assoc of Local Councils	1089811-09	240.00		Recruitment advertising
20/03/2023	Perfect Panes	1089811-10	180.00		Window cleaning
20/03/2023	Rake Garden Centre	1089811-11	51.92		Rake Garden Centre
20/03/2023	Tudor Environmental	1089811-12	60.60		Tudor Environmental
20/03/2023	Viking Direct	1089811-13	278.88		Viking Direct
20/03/2023	NPower Business	KD671176	1,180.82		Electricity
20/03/2023	Premier Managed Technologies L	0BRA03	24.00		Photocopier
20/03/2023	Three Business Services	9862168219	60.00		Mobile phones
20/03/2023	D Budd	1089813-01	11.42		Expenses
20/03/2023	N Hoare	1089813-02	41.86		Expenses
20/03/2023	I Monk	1089813-03	67.50		Expenses
20/03/2023	P Jones	1089813-04	29.29		Expenses
20/03/2023	G Snedden	1089813-05	32.80		Expenses
23/03/2023	British Gas	6000472140	1,622.19		Gas
24/03/2023	British Gas	6000240822	182.72		Gas
24/03/2023	NEST	DDR	432.64		NEST
27/03/2023	ALPHA GRAPHICS	1090300-01	762.00		NDP event banners
27/03/2023	Altis Industries Ltd.	1090300-02	48.99		Altis Industries Ltd.
27/03/2023	Coomers Timber & Building Supp	1090300-03	80.79		Coomers Timber & Building Supp
27/03/2023	DLM Distribution Ltd	1090300-04	499.00		NDP event leaflets
27/03/2023	Hampshire County Council	1090300-05	76.31		Hampshire County Council
27/03/2023	W J Fire Protection Services L	1090300-06	409.08		Fire extinguisher service
28/03/2023	British Gas	6011629822	54.99		Electricity
28/03/2023	British Gas	6011629752	82.70		Electricity
28/03/2023	British Gas	6011629712	265.78		Electricity
28/03/2023	Veolia ES (UK) Ltd	08477501	125.71		Waste collection
28/03/2023	Veolia ES (UK) Ltd	08466401	253.68		Waste collection
28/03/2023	Service Charges	BACS	13.11		Service Charges
29/03/2023	Mike Sullivan	9376	3,885.00		Tree clearing
29/03/2023	Alison Eardley Consulting	9360	4,800.00		Consulting

Total payments: £23,952.77

Appendix 3: Asset Register as of 31st March 2023

Fixed Assets	£2,042,278
F&P Committee	£41,778
Recreation Committee	£381,641
LMC Committee	£209,255
Total	£2,674,952

WM Recreation Ground Trust	£1
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BRAMSHOTT WAR MEMORIAL RECREATION GROUND				
COMMITTEE	LOCATION	ITEM	PURCHASE DATE	VALUE
Rec	Rec Ground	BWM Rec Ground		£1

FIXED ASSETS				
COMMITTEE	LOCATION	ITEM	PURCHASE DATE	VALUE
F&P	Various	Bus Shelters x 6		£30,000
F&P	Haskell	Haskell Centre		£143,325
LMC	Green	VG Amphitheatre		£6,670
LMC	LMC	LMC		£1,582,792
Rec	Allotments	Allotments		£1
Rec	Fletchers	Fletchers Field		£1
Rec	Little Rec	Little Rec Ground		£1
Rec	Bramshott	Land (Triangle)		£5
Rec	Hammer	Hammer Vale		£4,248
Rec	Allotments	Allotments Extension		£12,760
Rec	Radford	Radford Park		£13,000
Rec	Radford/Rec	Site Hut/ Pavilion		£242,275
F&P	Various	Bus shelter	2022/23	£7,200
Total				£2,042,278

F&P 2022/23				
COMMITTEE	LOCATION	ITEM	PURCHASE DATE	VALUE
F&P	Conford	Notice Board 1 x Metal (Conford)		£800
F&P	Haskell	Secretarial Workstation With 3 draw side cupboard	1995/96	£1,204
F&P	Haskell	Conference Table large	1995/96	£600
F&P	Haskell	Public Toilets Toilet Fittings plus 1 x disabled toilet and baby changing facility	1995/96	£600
F&P	Haskell	Burglar Alarm	1995/96	£500
F&P	Haskell	Conference Table medium	1995/96	£400
F&P	Haskell	Conference Table medium	1995/96	£400
F&P	Haskell	Double Desk	1995/96	£400
F&P	Haskell	Fire Extinguisher x 2	1995/96	£300
F&P	Haskell	4 drawer filing cabinets x 2	1995/96	£160
F&P	Haskell	4 drawer Filing Cabinet x 3	1995/96	£160
F&P	Haskell	Fire Alarm System	1995/96	£100
F&P	Haskell	Safe	1998/99	£500
F&P	Other	Notice Board metal	2000/01	£738
F&P	Haskell	Telephone x 4 BT Inspiration System	2001/02	£2,000
F&P	Haskell	Notice Board Large, wooden, Community	2001/02	£800
F&P	Haskell	BLPC Sign	2002/03	£120
F&P	Haskell	Seagate 500GB Hard Drive	2008/09	£140
F&P	Various	Speed Limit Reminder	2010/11	£2,705
F&P	Haskell	Dell Vostro Computer, Keyboard, Mouse x 2	2010/11	£834
F&P	Haskell	Boiler	2011/12	£1,000
F&P	Haskell	Computer, Wireless Keyboard, Mouse	2011/12	£602
F&P	Haskell	Vacuum Cleaner	2013/14	£140
F&P	Haskell	Chairs x 14 blue covered	2014/15	£504
F&P	Haskell	HP Officejet Pro Printer	2014/15	£165
F&P	Haskell	HP Officejet Pro Printer	2014/15	£165
F&P	Haskell	HP Officejet Pro Printer	2014/15	£165
F&P	Haskell	3 x HP Pavilion Touchscreen desktop computers	2016/17	£2,037
F&P	Haskell	Laptop	2016/17	£539
F&P	Haskell	Notice Board Haskell Centre	2017/18	£773

F&P	Haskell	Executive Chair x 3	2017/18	£249
F&P	Haskell	Acer aspire desktop computer	2018/19	£749
F&P	Other	HP 250 G6 Core i5 7200u/2.5 GHz Laptop for NDP	2018/19	£694
F&P	Haskell	BenQ TH534 Projector	2018/19	£480
F&P	Haskell	Public Toilets Hand Dryers Male Toilet	2018/19	£450
F&P	Various	2x defibrillators phone boxes	2019/20	£4,065
F&P	LMC	Defibrillator	2019/20	£1,397
F&P	Haskell	3x cupboards 1x filing cabinet	2019/20	£926
F&P	Haskell	Replacement fire alarm panel	2019/20	£620
F&P	Haskell	Leaflet dispensers	2019/20	£514
F&P	Haskell	Phillips Voice Recorders x 2	2019/20	£160
F&P	Various	Speed Limit Reminder	2020/21	£2,625
F&P	Haskell	Notice Board Passfield	2020/21	£1,317
F&P	Haskell	Notice Board Bramshott	2020/21	£1,317
F&P	Haskell	Mobile Phones x 3	2020/21	£375
F&P	Other	Festive lights 2m led x 18	2021/22	£2,880
F&P	Various	SpeedWatch kit	2021/22	£1,995
F&P	Haskell	Laptop Aspire 3	2021/22	£374
F&P	LMC	Marquee 4x6m	2022/23	£1,040
Total				£41,778

Additions 01.10.22 - 31.03.23

F&P		n/a	2022/23	£0
Total				£41,778

REC 2022/23				
COMMITTEE	LOCATION	ITEM	PURCHASE DATE	VALUE
Rec	Little Rec	Skate Ramp 2 x Half Pipes, 1 x Grind Box, 1 x Ramp		£30,115
Rec	Radford	Footpaths & Steps		£17,002
Rec	Rec Ground	Climbing Frame, Swing Unit		£15,000
Rec	Radford	3 x Wooden Gates		£1,200
Rec	Tractor Shed	Roller		£1,000
Rec	Tractor Shed	Chemical Safe		£700
Rec	Tractor Shed	Fire Extinguisher x 3		£600
Rec	Tractor Shed	Wading Boots 2 x Pairs		£200
Rec	Tractor Shed	Mole Plough		£200
Rec	Tractor Shed	Dinghy		£150
Rec	Tractor Shed	Garden Fork x 6		£130
Rec	Tractor Shed	Yellow Jerkins x 3		£100
Rec	Tractor Shed	Safety Boots		£100
Rec	Tractor Shed	Loppers x 2		£100
Rec	Tractor Shed	Ladder		£100
Rec	Tractor Shed	Bucket Hydraulic Loading	1994/95	£500
Rec	Tractor Shed	Wessex, Tractor Mounted Rear Box	1994/95	£250
Rec	Tractor Shed	Balance Weights x 5	1994/95	£200
Rec	Tractor Shed	Fork Tines x 4	1994/95	£150
Rec	Tractor Shed	PTO Shafts x 2	1994/95	£120
Rec	Tractor Shed	Safety Cradle Bar	1994/95	£120
Rec	Tractor Shed	Fridge	1995/96	£100
Rec	Green	Litter Bins x 6 wooden slatted	1998/99	£2,656
Rec	Green	Seats x 6	1998/99	£1,800
Rec	Rec Ground	Poop Scoop Bins x 2	1998/99	£500
Rec	Radford	Poop Scoop Bins x 5	1998/99	£250
Rec	Tractor Shed	Chain Saw Husqvarna 371	1999/00	£600
Rec	Rec Ground	Litter Bins x 3	1999/00	£150
Rec	Green	Poop Scoop Bins x 2	2000/01	£500
Rec	Tractor Shed	Blower Stihl, with Vac Bag STIHL BG55	2000/01	£200
Rec	Tractor Shed	Tree Guard Millennium Tree	2000/01	£150
Rec	Radford	Litter Bins x 3	2000/01	£150
Rec	Various	Millennium Benches 1 x Little Rec 1 x Recreation Ground 1 x Shipley Court	2001/02	£1,500
Rec	Green	3 x Flat Benches	2001/02	£1,200
Rec	Tractor Shed	Pole pruner STIHL HT 75	2001/02	£500

Rec	Radford	Poop Scoop Bins	2001/02	£250
Rec	Tractor Shed	Tree Guard Golden Jubilee Tree	2001/02	£145
Rec	Tractor Shed	Fuel Tank	2002/03	£1,500
Rec	Radford	Poop Scoop Bins	2002/03	£250
Rec	LMC	Litter Bins x 1	2002/03	£190
Rec	Tractor Shed	Cordless Drill Hitachi DV12DV	2002/03	£135
Rec	Tractor Shed	Water Heater	2002/03	£120
Rec	Tractor Shed	Signs x 2 Rec Main Gate	2002/03	£100
Rec	Beacon	Fire Extg x 2	2003/04	£350
Rec	Tractor Shed	Sprayer	2003/04	£260
Rec	Green	Litter Bins x 1 dark green	2003/04	£190
Rec	Tractor Shed	Signs x 2 Beacon	2003/04	£180
Rec	BL Hut	Fire Extg x 2	2003/04	£174
Rec	Tractor Shed	Stirmer	2004/05	£350
Rec	Tractor Shed	Alarm Sys	2004/05	£300
Rec	Tractor Shed	Trailer	2004/05	£250
Rec	Tractor Shed	Roller	2004/05	£250
Rec	Tractor Shed	Scaffold Twr	2005/06	£1,000
Rec	Bramshott Common	3 x Signs and Posts	2005/06	£300
Rec	Tractor Shed	Strimmer Kwasaki KBL 278	2006/07	£319
Rec	Rec Ground	3 x Water Butts	2006/07	£240
Rec	Radford	2 Signs	2007/08	£360
Rec	Tractor Shed	Strimmer Kawasaki	2007/08	£270
Rec	Beacon	Alarm	2009/10	£1,200
Rec	Tractor Shed	Power Washer	2009/10	£495
Rec	Conford	Grit Bin	2009/10	£263
Rec	Rec Ground	Play Park	2011/12	£68,000
Rec	Radford	Poop Scoop Bins	2011/12	£444
Rec	Rec Ground	Litter Bins x 2 plastic	2011/12	£280
Rec	Rec Ground	Zip Wire	2013/14	£9,767
Rec	Rec Ground	Birds Nest Swings	2013/14	£2,602
Rec	Fletchers	Footpath	2014/15	£3,360
Rec	Tractor Shed	Nissan Navara dC1 Tekna 4x4	2018/19	£11,500
Rec	Tractor Shed	Stihl Fs91 R Strimmer	2018/19	£552
Rec	Tractor Shed	Flambank Chemical & Fuel Storage Boxes	2018/19	£270
Rec	Radford	Footbridge	2019/20	£57,601
Rec	Rec Ground	Replacement safety surfaces	2019/20	£52,146
Rec	Tractor Shed	Kubota ride on mower HX69AUO	2019/20	£18,605
Rec	Various	Litter bins	2019/20	£6,175

Rec	Rec Ground	Playpark safety fencing	2019/20	£3,299
Rec	Tractor Shed	Flail mower	2019/20	£2,450
Rec	Radford	New Boardwalk section over eroded bank	2019/20	£2,420
Rec	Tractor Shed	Laptop Grounds Manager	2019/20	£697
Rec	Fletchers	Memorial bench (dedicated to J Poole)	2019/20	£686
Rec	Tractor Shed	Brushcutter	2019/20	£373
Rec	Tractor Shed	Stihl MS181 Chainsaw	2019/20	£222
Rec	Tractor Shed	Chain saw	2019/20	£222
Rec	Tractor Shed	Wrench	2019/20	£204
Rec	Tractor Shed	Step Ladder	2019/20	£161
Rec	Tractor Shed	Aircomp	2019/20	£159
Rec	Tractor Shed	Samsung phone Grounds Manager	2019/20	£141
Rec	Tractor Shed	Kioti Tractor	2020/21	£18,725
Rec	Various	Litter bins	2020/21	£2,756
Rec	Tractor Shed	5 Ft Muck Grab	2020/21	£750
Rec	Tractor Shed	John Deere 220A Pedestrian Cylinder Mower	2020/21	£700
Rec	Tractor Shed	Contractor Mower	2020/21	£674
Rec	Rec Ground	Memorial Bench (dedicated to P Bedford)	2020/21	£539
Rec	Tractor Shed	Husqvarna Chainsaw 550XP	2020/21	£474
Rec	Tractor Shed	Tractor attachment 48" carrier frame	2020/21	£389
Rec	Tractor Shed	Tractor attachment 48" dethatcher	2020/21	£315
Rec	Tractor Shed	Tractor attachment 48" roller	2020/21	£242
Rec	Tractor Shed	Tractor attachment 48" slitter	2020/21	£239
Rec	Tractor Shed	Tractor attachment 48" aerator	2020/21	£239
Rec	Rec Ground	Memorial Bench (dedicated to D Frost)	2021/22	£972
Rec	Radford	Memorial Bench (dedicated to D Andrews)	2021/22	£720
Rec	Tractor Shed	Stihl HT133 pole pruner	2021/22	£676
Rec	Radford	Memorial Bench (dedicated to J Roles)	2021/22	£539
Rec	Tractor Shed	Stihl BR800 backpack blower	2021/22	£520
Rec	Radford	3m metal barrier gate	2021/22	£449
Rec	Tractor Shed	Stihl KM111R power unit	2021/22	£374

Rec	Tractor Shed	Maruyama MX27E brushcutter	2021/22	£299
Rec	Radford	Bollards Removable x 2	2021/22	£253
Rec	Tractor Shed	Husqvarna 435 chainsaw 15"	2021/22	£227
Rec	Tractor Shed	Stihl BG86 C-E leaf blower	2021/22	£216
Rec	Tractor Shed	Stihl HL-KM hedge trimmer	2021/22	£213
Rec	Tractor Shed	Stihl HS45 hedge trimmer	2021/22	£183
Rec	Tractor Shed	Motorola G30 Mobile Phone Grounds Manager	2021/22	£136
Rec	Tractor Shed	Stihl FS-KM straight trimmer	2021/22	£131
Rec	Various	Signs	2022/23	£1,932
Rec	Tractor Shed	Drag brush 6' wide	2022/23	£209
Rec	Tractor Shed	Flambank van box	2022/23	£407
Rec	Rec Ground	Memorial Bench (dedicated to K Marshall)	2022/23	£624
Total				£365,192

Additions 01.10.22 - 31.03.23

Rec	Radford	Signs x 6	2022/23	£2,959.00
Rec	Rec Ground	Playpark fencing	2022/23	£14,403.00
Rec	Tractor Shed	Hayauchi 6300-6.5 pole saw	2022/23	£221.00
Rec	Tractor Shed	HT Loop brushcutter	2022/23	£366.00
Total				£383,141

Disposals 2022/23

Rec	Tractor Shed	Fuel Tank	2002/03	£1,500
Total				£381,641

LMC 2022/23				
COMMITTEE/LOCATION		ITEM	PURCHASE DATE	VALUE
LMC		TV		£200
LMC		Burg Line tea cups 7oz		£125
LMC		Tiered Seating	1999/00	£36,500
LMC		Lift	1999/00	£22,000
LMC		1 x 6 Ch Audio Mixer 1 x Line Splitter Audio rack +fittings Splitter Rack +fittings 2 x Speaker Cabinets 2 x sets loud Speakers + fittings 1 x Speaker Power Amp 1 x 32 band Graphic Equaliser 1 x Dual Compressor Limiter 1 x 12 Ch Audio Mixer 1 x 16-4 Multycore Cable fixing + connectors 2 x Lapel Mics 1 x Radio Dist System 5 x Mic Stands boom 20 x Mic leads 1 x Mixer Amp 6 x Ceiling speakers 4 x wall speakers Cable and sockets 3 x Single muff headsets 3 x belt packs 1 x master station 1 x Talk back loudspeaker	1999/00	£15,000

LMC		4x 10 socket light bars 2 x 2 socket light bars 4 x single sockets 4 x 6 channel dimmer packs 2 x 24 patch racks 1 x Zero 88 sirius lighting control desk 1 x Anytronics light system 1 x Anytronics mini desk 12 10 x Frensal c/w barn doors inc lap 4 x PC spots c/w barn doors incl lamps 5 x Profile Lanterns incl lamps 2 x Triple cyclorama floods 15 x Par long nose 1000 watt lanterns Cabling, fixing, and cableways for above	1999/00	£12,000
LMC		Granwood Floor	1999/00	£11,000
LMC		Tiling and Lobby Mats	1999/00	£8,000
LMC		Theatre Curtains	1999/00	£6,500
LMC		Theatre Arch	1999/00	£6,500
LMC		Fire Extinguisher hall	1999/00	£5,000
LMC		Chairs x 200 Banqueting	1999/00	£5,000
LMC		10 Oval dishes (Divided) 10 Oval dishes 10 Oval dish lids 17 Coffee Pots 100 Glass flutes 5oz 100 Wine glasses 8oz 1000 Wine glasses 6oz	1999/00	£3,500
LMC		Fire Extinguisher x 30	1999/00	£2,500
LMC		Carpets	1999/00	£2,000
LMC		Kitchen Cabinet	1999/00	£2,000
LMC		Tables x 20 Folding, 2m	1999/00	£2,000
LMC		Tables x 10 Round, Maple	1999/00	£2,000
LMC		Cloakroom Curtains and Fittings	1999/00	£1,800
LMC		Bottle Cooler x 3	1999/00	£1,600
LMC		Hall Fire Sign Electric Exit	1999/00	£1,100
LMC		Electric Hoist prop room	1999/00	£1,000
LMC		Desk Reception	1999/00	£850
LMC		Desk	1999/00	£800
LMC		Tables x 4 Square, Maple	1999/00	£600

LMC		Table x 1 Tilting Rect, Maple	1999/00	£250
LMC		Chubb 3010 Safe	2003/04	£190
LMC		Oven Falcon, Combi 10 Grid	2004/05	£4,090
LMC		Glasswasher 35885-327	2004/05	£1,300
LMC		Cooker Gas, Falcon G2101	2004/05	£1,200
LMC		Tables with Shelf x 2	2004/05	£940
LMC		Double Bowl sink with Hand inset	2004/05	£855
LMC		Loop System	2004/05	£600
LMC		Freezer Mon Elite N40	2004/05	£510
LMC		Fridge Mon Elite KICPR40	2004/05	£500
LMC		Racking	2004/05	£180
LMC		Cooker Beko, Electric, with hood	2004/05	£170
LMC		Table steel	2004/05	£160
LMC		Insectecutor	2004/05	£120
LMC		Trolley kitchen	2004/05	£100
LMC		Sanyo Projector & Mountings	2005/06	£2,000
LMC		Projector Screen & Switch	2005/06	£950
LMC		Security System	2005/06	£700
LMC		Ladder Slingsby Extending	2005/06	£168
LMC		HP Printer	2006/07	£130
LMC		Doorgards x 5	2007/08	£700
LMC		Staging, Steps, and Risers	2007/08	£500
LMC		Traffic Bollard	2007/08	£376
LMC		UHF Band Receiver No: D7400152 and 2 x lapel mikes	2007/08	£230
LMC		Flag	2007/08	£180
LMC		Signboard	2008/09	£1,800
LMC		Henry Hoover	2008/09	£100
LMC		Floor Cleaner	2009/10	£1,200
LMC		Water Boiler 7084516 LD402	2009/10	£380
LMC		Youth club Portable Display Boards x 2	2009/10	£322
LMC		Computer, Monitor	2010/11	£800
LMC		Hall Curtains	2010/11	£534
LMC		Noticeboard lobby	2010/11	£100
LMC		Hitachi Projector	2011/12	£1,000

LMC		116 Table knives 119 Table forks 196 Dessert knives 116 Dessert spoons 169 Soup spoons 149 Teaspoons 12 Table spoons 136 Desert forks 100 (124) Burg Line 10 ins plates 100 Burg Line 6.5 ins plates 200 (148) Burg Line 8 inch plates 100 (97) Burg Line soup plates	2011/12	£250
LMC		Surround Sound System	2011/12	£100
LMC		Canon WiFi printer	2016/17	£190
LMC		New LED Hall Lights	2018/19	£9,295
LMC		CCTV cameras	2019/20	£5,690
LMC		Tables and chairs	2019/20	£2,992
LMC		Access system	2019/20	£1,673
LMC		Contract Banquet Chairs x 15	2019/20	£1,350
LMC		Desktop Computer, 24 inch LED Monitor, Windows 10, Office 365	2019/20	£764
LMC		Desktop Computer, 24 inch LED Monitor, Windows 10, Office 365	2019/20	£764
LMC		Fire extinguishers	2019/20	£625
LMC		Karbon Trapezoidal Folding Tables x 6	2019/20	£576
LMC		Karbon Rectangular Folding Tables x 6	2019/20	£576
LMC		Karbon Square Flex Tables x 10	2019/20	£490
LMC		Samsung phone Property Manager	2019/20	£142
LMC		Cordless cleaner	2019/20	£139
LMC		EnGenius EWS357 WiFi access points x 6	2021/22	£1,305
LMC		Asber Easy 400mm dishwasher	2021/22	£759
LMC		Karbon Square Flexi Tables x 10	2021/22	£670

LMC		Aluminium sign 3000 x 1500 mm	2021/22	£435
LMC		EnGenius ECS1112FP 8 port control switch	2021/22	£237
LMC		QTX Portable PA system plus 2 mics	2021/22	£183
LMC		Motorola G30 Mobile Phone Events Manager	2021/22	£136
LMC		Samsung Galaxy A03S mobile phone Admin	2021/22	£116
LMC		Laptop HP 255 G8 Property Manager	2022/23	£399
LMC		Angle grinder Makita S/n 1625167Y	2022/23	£100
LMC		Combi drill Makita S/n 356061R	2022/23	£133
Total				£202,999

Additions 01.10.22 - 31.03.23

LMC		Metal sign 2000mm x 1250mm	2022/23	£349
LMC		Portable sound system: 13 x desktop wireless mics 1 x handheld wireless mic 2 x wireless mic receivers 2 x mixers 2 x speakers 1 x speaker stand 1 x flight case Cables	2022/23	£4,680
LMC		Sharp 42" TV	2022/23	£166
LMC		Galaxy A13 phone Property Manager	2022/23	£149
LMC		Wooden frame armchairs x 12	2022/23	£912
Total				£209,255

Appendix 4: CiL Neighbourhood Portion

Email from EHDC received 12th April relating to CiL Neighbourhood Portion for Bramshott & Liphook Council in the sum of £12,519.63.

In accordance with Regulation 59D of the CiL Regulations 2010 (as amended) the Council as CiL Charging Authority intends to pay out the Neighbourhood Portion of CiL levy receipts.

*Please see the attached spreadsheet showing the Neighbourhood Portions held for the Parish/Town Councils in the **North Eastern parishes**. The sums shown are what's held by the Council up to 31st March 2023.*

Please discuss with your chairmen/councillors and confirm to cil@easthants.gov.uk whether your parish does/doesn't wish to receive payment of the Neighbourhood Portion. If your parish does wish to receive payment we would raise a PO which your Parish will then invoice. This should help to speed up the payment process. If you wish for clarification on which developments have generated the funds, please email CIL@easthants.gov.uk to request this information.

What can neighbourhood funding be spent on?

This Neighbourhood Portion can be spent on a wide range of infrastructure, as long as it meets the requirement to support the development of the area by:

- funding either the provision, improvement, replacement, operation or maintenance of the infrastructure.
- addressing the demands and anything else concerned with what the development places on an area.

(A future guidance note will be distributed regarding this matter)

- **What is infrastructure?**

'Infrastructure' is a broadly defined in the Town and Country Planning Act 2008.

There are typically 3 broad categories of infrastructure: -

- Physical infrastructure: e.g. highways, transport links, cycleways, energy supply, water, flood alleviation, waste management
- Social infrastructure: e.g. education, health, social care, emergency services, art and culture, sports halls, community halls
- Green infrastructure: e.g. parks, woodlands, play areas, public open space

If a parish, town or community council does not spend its levy share within 5 years of receipt, or does not spend it on initiatives that support the development of the area, the charging authority may require it to repay some or all of those funds to the charging authority (see [regulation 59E\(10\)](#) for details).

Should you have any queries on our proposed payment of the CiL Neighbourhood Portion please either email cil@easthants.gov.uk or contact me directly.

Best wishes

Josh Wright

Developer Contributions Assistant | T: 01730 234271

Developer Contributions, East Hampshire District Council, Penns Place, Petersfield, GU31 4EX

Appendix 5: King's Coronation

A meeting was held on the 17th April to discuss arrangements for the Coronation picnic and fete taking place on Sunday 7th May, 12 noon to 6pm.

Advertising will be starting immediately by putting up posters locally and adding to social media and our website. We will also be making use of the TV screen at Kelway Law and at the LMC.

We have purchased a new Union Jack flag for outside the LMC.

We have been very fortunate to have sourced the assistance of Jack Trinder from Trimevents who will act as our compere for the day and will provide all sound equipment. He will be providing a service to all/any bands etc giving entertainment on the day. We have also secured entertainment from the Love to Sing choir.

There will be a film running of Liphook historical events in the Canada Room during the event.

Various stalls and activities will be on site including a Charles and Camilla fancy dress and competitions such as 'best picnic setup'.

Our Events Manager is looking for more volunteers to help and we would ask whether any councillors are willing to spare some time on the day to assist.

Coronation grant

We have been awarded a grant of £2,000 from our county councillor, Cllr Curnow-Ford, and this will fund the costs for the day. Currently, costs are likely to be as follows:

Union Jack flag	£100
Tree	£175
Posters/publicity	£ 50
Marquee	£ 75
Compere/entertainer	£250
Coronation bench	To be costed

Appendix 6: Changes to bus service

We have had a small stream of residents attending the parish office over the past week asking for new bus timetables and querying the changes to the bus service and we understand there have been some fairly drastic cuts to the number 13 Alton/Basingstoke service.

Up until last week, the number 13 bus ran every hour and residents used it mainly to travel to Alton. This service has now been cancelled and replaced with the number 23 service which only runs twice per day and does not go directly to Alton. Instead, it goes to Bordon and then there is a need to wait approximately 15 minutes to pick up the number 13 service for onward travel to Alton. The same twice daily service applies for the return journey.

We understand that the previous extension to Haslemere has also now been cancelled.

The parish office have not been given any new timetables for this service although we have printed them off from the website for residents who have asked for them.

We understand this is a Hampshire County Council issue.

Jane Sawyer
Executive Officer/Clerk
18th April 2023

Appendix 7: Radford Bridge, River Wey Aqueduct

The following email was received on 3rd April relating to the works required at Radford Bridge. The council should decide if they accept the conditions set out below.

Dear Mr Stanley,

River Wey aqueduct, Radford Bridge, Liphook Scheduled Monument No. SM HA 580, HA 1001785 [Case No. S00244023]

Further to the above application for Scheduled Monument Consent, we have now drafted our advice to the Secretary of State for Culture, Media and Sport with the recommendation that scheduled monument consent be granted subject to the conditions set out below. This means that when the works granted consent are carried out all of the conditions set out below must be complied with. If you accept the recommendation including the conditions, you should notify us by telephone or email as soon as possible so that we can send you written Scheduled Monument Consent on behalf of the Secretary of State.

The conditions are as follows:

- (a) The works to which this consent relates shall be carried out to the satisfaction of the Secretary of State, who will be advised by Historic England. At least 2 weeks' notice (or such shorter period as may be mutually agreed) in writing of the commencement of work shall be given to Iain Bright (Inspector of Ancient Monuments), Historic England, 4th Floor, Cannon Bridge House, 25 Dowgate Hill, London, EC4R 2YA; iain.bright@HistoricEngland.org.uk, in order that an Historic England representative can inspect and advise on the works and their effect in compliance with this consent.
- (b) A full and detailed specification of works is to be provided to and approved by Historic England prior to commencement of works.
- (c) Photographs shall be prepared of the monument before the start and/ or after completion of the works.
- (d) Original material shall be reused wherever possible.
- (e) Any replacement material shall be of a type, texture and colour which matches the original material. Brick and stone replacement samples shall be provided to Historic England in advance, for approval.
- (f) Any replacement brick/ stone shall be of a suitable size, and laid in courses to match the original courses and joint widths.
- (g) All pointing and mortar work shall be in a mixture and finish to match the existing in composition, colour, texture and style. Mortar biscuits and pointing trials shall be provided and undertaken in advance for approval by Historic England.
- (h) Any vegetation growing in the masonry shall be cut off level with the surface of the stonework and the roots poisoned/ carefully removed.
- (i) For cleaning works, a discrete trial area shall be tested prior to full implementation in order to ensure no damage is incurred to the monument. The results of the trial shall be shared with Historic England before the works can recommence.
- (j) All those involved in the implementation of the works granted by this consent must be informed by the owner, occupier and/or developer that the land is designated as a scheduled monument under the Ancient Monuments and Archaeological Areas Act 1979 (as amended); the extent of the scheduled monument as set out in both the scheduled monument description and map; and that the implications of this designation include the requirement to

obtain Scheduled Monument Consent for any works to a scheduled monument from the Secretary of State prior to them being undertaken.

(k) Equipment and machinery shall not be used or operated in the scheduled area in conditions or in a manner likely to result in damage to the monument/ ground disturbance other than that which is expressly authorised in this consent.

(l) A short report containing before and after photographs and detailing the works that were undertaken shall be prepared and provided to Historic England within 1 month of completion of works.

You do have the opportunity of appearing before and being heard by a person appointed by the Secretary of State at a public local inquiry if you do not agree with this recommendation. By accepting the recommendation including compliance with the conditions you are accepting that you do not want this case to go to a Public Inquiry.

Please note that this email does not constitute Scheduled Monument Consent and it would hence be unlawful to commence works until such time as the application has been decided. The consent is issued by Historic England on behalf of the Secretary of State for Culture, Media and Sport.

If you would like further clarification of any of the above, please contact us without delay.

Yours sincerely

Iain Bright
Inspector of Ancient Monuments
E-mail: iain.bright@HistoricEngland.org.uk
Direct Dial: 020 7973 3739

Appendix 8: SDNPA Local Plan Review

The following email was received by the council on 6th February 2023.

Dear Clerk,

Following on from the parish workshops, we are writing to update you on progress on the South Downs Local Plan Review and to invite you to help with some of our evidence gathering.

In December 2022 the National Park Authority considered a proposal to review the timetable for the Local Plan Review. The Authority agreed a revised timetable, more information on this can be found in the minutes and papers of the [December NPA meeting](#). The new timetable will allow the Authority to consider the major changes evolving regarding National Planning Policy reform and will ensure that the Local Plan Review is considered and adopted under the new plan making arrangements.

We ran our Call for Sites over the summer and received more than 300 site submissions. We also ran a Call for Local Green Spaces and received 95 submissions. Thank you if your parish council sent in a site. We are now processing all the submissions and will be going out on site to assess them.

As highlighted in our letter to you in December 2022 we are asking all Town and Parish Councils for help in developing the evidence base for the Local Plan Review. There are two key pieces of evidence where we would welcome your support. For both of these evidence based studies we need you to identify the facilities and open spaces for any settlements within your Parish. Please provide only factual information on the provision of open space and facilities in your settlements, we are not asking you to identify potential sites for open space or a lack of a particular facility.

*Firstly, we are updating our **Settlement Facilities Assessment**, which assesses the number and type of facilities and services provided in individual settlements across the National Park. This study helps in our understanding of the relative sustainability of individual settlements. A copy of the Settlement Facilities Assessment form is enclosed for you to fill out for each settlement in your parish located in the National Park. We would be grateful if you could do this by **6 April 2023**.*

*Secondly, we have started work on an **Open Space Assessment**. The purpose of the study is to understand how much public open space is available across the National Park and identify any shortfall, which can be considered through the Local Plan Review. We want to understand the different types of public open space, which exist across the National Park and any issues associated with the open space. A copy of the Open Space form and guidance note is included with this email for you fill out for that part of your parish, which is located in the National Park. We would be grateful if you could do this by **6 April 2023 (note from Executive Officer – this date has now been extended to 20th October 2023)**. We may contact you after this date for follow up discussions on open space provision in your Parish if necessary.*

*We mentioned **Parish Priority Statements** in our previous letter to you and at the parish workshops held in October and November 2022. These are for parishes that are wholly in the National Park or whose main settlement is in the National Park. A list of these Parishes can be found in Appendix 1 to the PPS. They are your opportunity to set out the principal needs and prevailing views of your local community and are much simpler than Neighbourhood Development Plans. PPS will be used in the preparation of the Local Plan Review and will inform our decision on policy development, land allocations and designations. They are a key part of the collaborative approach to plan making the Authority is committed to. PPS will be easier and less resource intensive to prepare than a Neighbourhood Plan and provide a helpful method for the parish to engage in the Local Plan Review Process. A copy of the template for PPS including guidance can be found attached to this email. Completed PPS will need to be returned by **20 October 2023** to inform the development of the LPR. We have given you more time to complete the PPS template as this will require community engagement and may require consideration and approval at Parish or Town Council meetings.*

There are a number of town and parish councils that are considering starting work on new Neighbourhood Development Plans (NDP) or a NDP Review. As stated in our June letter to Town and Parish Councils and at the autumn 2022 Parish Workshops we will only be able to offer feedback at the statutory stages of preparing an NDP namely pre-submission and submission. Instead of preparing an NDP, you may wish to prepare Parish Priorities Statement to summarise the principal needs and prevailing views of your community, as described above, which we think offer a proportionate response to community plan making.

*If you are intending to prepare a NDP or NDP review including land allocations to meet any housing provision identified by the Local Plan Review, I would be grateful if you could confirm your intention to do so, to planningpolicy@southdowns.gov.uk by **20 October 2023**. We appreciate this will be a key decision for Town and Parish Councils. We will engage with you before October to provide more information on likely housing provision (numbers) for individual settlements and to provide more information on our assessment of potential sites. This information will be made available to Town and Parish Councils before the deadline to confirm your intention to prepare a Neighbourhood Plan.*

As the council have not considered this yet, I have been in correspondence with Chris Paterson to request an extension to the Settlement Facilities Assessment date and he has responded as follows:

Hi Jane

Absolutely fine if they want to send a response, I can give another week on the settlement facilities study, particularly relevant for Liphook as it would be useful to understand the provision of services and facilities in the parish, both within and outside the park. Also the open space one would be useful (that doesn't need to be with us until October)

Any questions just let me know

Cheers

Chris

Chris Paterson

Planning Policy Lead

South Downs National Park Authority

Appendix 9: Public toilets at the Haskell Centre

The parish council currently receive £7,620 from EHDC towards provision of the public toilets at the Haskell Centre. This amount is spent on staff salaries to clean and open/close the toilets, any costs for repairs and water charges.

There is a constant battle to keep the toilets in a reasonable condition as they are regularly vandalised in some way.

Currently, the toilets are regularly inspected by our Property Manager who carries out painting on a regular basis where graffiti has been daubed on the walls. This is a fairly frequent occurrence. In addition, the doors have been repaired numerous times to the extent that there is very little we can now do to improve them and ideally they need to be replaced. The toilets are unblocked by our staff when they have been deliberately blocked by users.

The council have not currently obtained any quotes for work and the funding from EHDC would likely not cover the cost of replacement doors.

Jane Sawyer
Executive Officer/Clerk
18th April 2023

Appendix 10: Additional Bank Holiday

Staff contracts currently give all staff 8 days per annum for bank holidays (pro-rata for part-time staff). During 2022, all staff were given an extra day for the additional bank holiday for the Queen's Jubilee.

As an additional bank holiday has been announced for the King's Coronation in May, Council are being asked to consider granting all staff this additional bank holiday leave (pro-rata for part-time staff).

Additionally, during the staffing review due to take place, it may be sensible to amend contracts to state that staff are entitled to all bank holidays thereby negating the need for council to make a decision each time an additional bank holiday is announced.

Jane Sawyer
Executive Officer/Clerk
18th April 2023

Appendix 11: Local Government Pension Scheme

The Council recently advertised vacancies for both an Executive Officer and a Deputy Executive Officer which included membership of the Local Government Pension Scheme. Historically, these contracts contain membership of the scheme.

In order to allow post holders to join the scheme, Hampshire Pension Services require the Council to minute their decision formally for membership of the scheme for both of these roles.

Email confirmation of request from Hampshire Pension Services below dated 5th April:

We do not currently hold a resolution from the Parish Council that allows for you to join the LGPS. We will require a copy of an updated resolution that either names you individually, or allows for your job role, or all roles, to be admitted into the scheme.

Once the resolution has been received we will also require a starter form to be submitted via the employer hub.

Kind regards,

Hampshire Pension Services

E-mail: pensions@hants.gov.uk **Web:** www.hants.gov.uk/pensions

Hampshire Pension Services, The Castle, Winchester, SO23 8UB

Appendix 12: Interim arrangements to cover Deputy Executive Officer/Finance roles

The council has advertised twice for a Deputy Executive Officer but has not been successful in recruiting. The particular issue currently is the lack of a finance person to carry out the daily administration of the council's accounts and to ensure prompt payment of invoices.

Year end must be completed and documents prepared for both the internal and external audits. I have arranged for Rialtas to complete the year end and, at the time of writing this report, am awaiting a quotation for them to perform at least some of the data entry.

Prior to recruiting a DEO it would be useful to carry out the staffing review agreed by the council at the last meeting and part of this review would be to ensure that the DEO role in its current form works. As an interim measure, I am proposing that we employ a part time temporary finance officer who can cover all the day to day financial administration. We already have a budget for salary in place while the DEO role is vacant.

Jane Sawyer
Executive Officer/Clerk
18th April 2023