



**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 23rd JANUARY 2023 AT THE LIPHOOK MILLENNIUM CENTRE

MINUTES

PRESENT

Clr Cameron
Clr Coyte
Clr D Curnow-Ford
Clr P Curnow-Ford
Clr Garnett
Clr Jerrard
Clr Kirby - Chair
Clr Olson
Clr Rowson
Mr P Stanley - Executive Officer

There were 2 members of the public & 1 District Councillor in attendance.

01/23

CHAIRMAN'S ANNOUNCEMENTS

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

02/23

APOLOGIES FOR ABSENCE

Clr Hall & Clr Trotter.

03/23

DISCLOSURE OF INTERESTS

The were no interests declared.

04/23

MINUTES OF THE LAST MEETING

The minutes of the Meeting held on 19th December 2023 were approved.
Proposed Cllr Kirby, Seconded Cllr P Curnow-Ford, agreed by a majority vote.

05/23

MATTERS ARISING

There were no matters arising.

06/23

PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public Questions – items not on the agenda

None

Public Questions – items on the agenda

None.

Meeting re-convened.

07/23

REPORT FROM DISTRICT & COUNTY COUNCILLORS

District Councillors

Councillor Sear ran through the report from District Councillors.

- An application has been received from Bloor Homes.
- District Councillor grants are still available and applications should be made by the end of February.

County Councillor

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

- Road flooding has been a major problem and will be considered by Hampshire Highways but this may take some time.
- A number of applications have been received for Councillor Grants including Bramshott & Liphook. There will no further applications considered until the new funding year.

08/23

MINUTES OF COMMITTEE MEETINGS

Finance & Policy Committee

The minutes of a meeting held on 9th January 2023 were received.

Planning Committee

The minutes of a meeting held on 16th January 2023 were received.

09/23

NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

The minutes from the NDP Steering Group meeting held on 13th December 2023 were approved.

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

A verbal update was received from the Chair of the NDP Steering Group

- A new Administrative Officer had started to support the NDP
- Policies continue to be reviewed
- Assessing site suitability
- Met with Passfield residents to get feedback
- Assessing whether to include sites in the NDP
- There will be an event in March
- Looking to improve marketing
- Timeframe looks like March 2024 for referendum without sites and longer with sites.

10/23

BUDGET MONITORING

The budget monitoring statement was noted.

11/23

BUDGET & PRECEPT 2023/24

The Finance & Policy Committee had considered the budget and precept and recommend the following:

- Gross Budget £486,727
- Precept £414,632
- Cost per band D Equivalent £96.19
- 5% increase in band D Equivalent.

The budget as recommended by the Finance & Policy Committee was approved.
Proposed Cllr Kirby, Seconded Cllr Coyte, all in favour.

The precept as recommended by the Finance & Policy Committee was approved.
Proposed Cllr Coyte, Seconded Cllr Olson, agreed by a majority vote.

12/23

REPORTS FROM COUNCILLOR REPRESENTATIVES TO COMMUNITY ORGANISATIONS AND LIAISON GROUPS

Cllr Kirby reported that she had attended a meeting of the Peak Centre Management Committee and the Liphook Village Hall Committee and AGM.

13/23

APPROVAL OF PAYMENTS

The schedule of payments for December 2022 was approved. (**Attachment 1**)
Proposed Cllr Kirby, Seconded Cllr D Curnow-Ford, all in favour.

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

Current Account - £1,001
Business Account - £926,562.80
Total Funds - £927,563.80

The current balances were noted.

14/23

INTERNAL AUDIT

The Executive Officer ran through the Interim Audit report and highlighted the Executive Summary showing that the councils internal controls, governance, and policies & procedures are good and fit for purpose. There were three recommendations which will be implemented as follows.

1. The Privacy Statement exists within our publication scheme. The Accessibility Statement will be approved under a separate agenda item.
2. The risk matrix will be used in 2023/24. The financial risk assessment has already been completed for the current year.
3. The Fidelity Guarantee has been increased from £1m to £2m at a cost of £89 per annum.

15/23

SWISH FIBRE WORKS IN LIPHOOK

Following the traffic problems during works around the Square, the council will be consulted on arrangements for future works, although it has no statutory powers. The following points were agreed.

- Accept the recommendation that no works be carried-out within 100m of the three roundabouts.
- Road closures should only affect one flow of traffic at a time and not multiple roads.
- The Swish road closures should be approved by Hampshire Highways in advance.
- The council should be provided with information on road closures prior to the event so that they can be publicised on the council website and other social media.

16/23

COUNCIL PROJECTS

The list of council projects was considered. It was noted that a large number had been completed. It was felt that there should be more publicity for these projects

17/23

RADFORD PARK TREE WORKS

A contract was awarded to M. Sullivan for the removal of trees to make way for a new entrance at the old compound in Radford Park at a cost of £3,885 to be funded from the budget for the new Tractor Shed. This is subject to obtaining any necessary permissions.

Proposed Cllr Rowson, Seconded Cllr Garnett , agreed by a majority vote.

18/23

OLD COMPOUND DEMOLITION

A contract was awarded to Southern Demolition Co. Ltd to demolish the old compound building at Radford Park at a cost of £6,110 plus VAT to be funded from the budget for the new tractor shed.

Proposed Cllr P Curnow-Ford, Seconded Cllr Rowson, all in favour

19/23

DROPPED KERB

A contract was awarded to C.P Kinch Ltd to install a drop kerb in Radford Park car park at a cost of £1,540.65 plus VAT to be funded from council earmarked reserves.

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

20/23

KINGS CORONATION

Cllr Cameron gave some feedback on the work of the volunteer group and reported that good progress was being made on planning for the day. Businesses were being contacted. The hedge at the Millennium Centre had been trimmed.

21/23

ACCESSIBILITY STATEMENT

The council considered the draft Accessibility Statement for the website. It was proposed that the statement be approved subject to the response time being 5 days under the section on feedback and contact information.

Proposed Cllr Jerrard, Seconded Cllr P Curnow-Ford, agreed by a majority vote.

The meeting closed at 21.05 pm.

Signed:
Chair

Date: