



Jane Sawyer
Parish Clerk/RFO

**BRAMSHOTT & LIPHOOK
PARISH COUNCIL**

Haskell Centre
Midhurst Road
Liphook
Hampshire GU30 7TN
01428 722988
council@bramshottandliphook-pc.gov.uk
www.bramshottandliphook-pc.gov.uk

**PARISH COUNCIL MEETING
Monday 4th March 2024, 7.30pm
DRAFT MINUTES**

Attendees:

Cllr J Kirby (Chairman)
Cllr S Cameron
Cllr D Curnow-Ford
Cllr R Ireland
Cllr K Kemp
Cllr S Olson
Cllr R Rowson
Cllr E Trotter

Absent:

Cllr V Tang

Also in attendance:

District Cllrs: Cllr A Glass
County Cllr: D Curnow-Ford
Parish Clerk/RFO: Jane Sawyer
Louise Bevan, NDP Steering Group Chairman plus 1 Steering Group member
16 members of the public present

Before the start of the meeting, the Chairman, Cllr Kirby, paid tribute to Cllr Peter Curnow-Ford with the following words:

It was only last Monday that we heard about the passing of one of our colleagues, Peter Curnow-Ford. He was one of our most hard-working councillors. He was well respected and participated in a lot of committees, most notably he served as Chairman of our Planning Committee. He assisted the Council with his expert advice on many of our projects, he joined working groups and committees and he was a volunteer on the Speedwatch team. He will be sadly missed. I would like to pass on our sincere condolences to his wife, Debbie. Before we start the meeting, I would like to observe a minute's silence to show our respect for Peter.

All present observed a minute's silence.

- 23.301 Chairman's Announcements:** The Chairman welcomed everyone to the meeting and reminded everyone to switch off their mobile phones and to note the fire exits. The Chairman advised that the meeting was being recorded for minute taking purposes.
- 23.302 Apologies for Absence:** Cllr S Coyte, Cllr M Li. District Councillors Mouland and Sear
- 23.303 Disclosure of Interests:** None

- 23.304 Approval of Minutes:** It was **RESOLVED** to approve the minutes of the meeting held on 29th January 2024. **Proposed: Cllr Kirby. Seconded: Cllr Trotter.**
- 23.305 Actions:** The action list at appendix 1 was noted.
- 23.306 Minutes of Committee Meetings:** The following minutes were received by the Council:
Finance & Policy Committee, 8th January 2024
Planning Committee, 22nd January 2024
- 23.307 District Councillors Report:** The report at appendix 2 was noted. Notably, the EHDC Draft Local Plan Consultation has been extended to 5pm on Friday 8th March. Cllr Glass confirmed that any post, following the district council's move to new premises, would be received as normal.
- 23.308 County Councillor Report:** The report was noted. Cllr Curnow-Ford thanked everyone for their kind wishes and thoughts. She further commented on a visit to Liphook by the Police & Crime Commissioner, Donna Jones. Parking outside Liphook Infant & Junior Schools is continues to be monitored by the police. The Hampshire County Council consultation is still live and Cllr Curnow-Ford urged everyone to respond.
- 23.309 Public Participation Session:**
Members of the public raised questions and concerns about the Parish Council's response to the EHDC Draft Local Plan Consultation including perceived anomalies/contradictions and the number of houses supported in the site allocations for the parish.
Cllr Kirby responded that the Council will look at this and establish if there are indeed anomalies and, if so, try to put in an amendment before the consultation closes. The NDP Chairman also responded that the Steering Group would be submitting their own response to the EHDC Draft Local Plan Consultation.
- A member of the public introduced the Hammer Vale residents' group who were attending to hear about the agenda item relating to the restoration of the telephone box.
- 23.310 Neighbourhood Development Plan:** The NDP Chairman confirmed that the Steering Group would respond in writing to residents' concerns relating to the Parish Council response to the EHDC Draft Local Plan Consultation. She invited residents to attend the next meeting on 19th March. The Plan is being submitted with the Regulation 16 consultation running from Monday 11th March until 22nd April. Access to the consultation documents will be via the EHDC website with links on the Council's social media and websites. Displays at the library and the Liphook Millennium Centre will also contain copies of the plan for residents to view.
The Steering Group will start to work more closely with the Parish Council to help the Council use the plan when making decisions such as providing comments on planning applications.
- 23.311 Neighbourhood Development Plan Steering Group minutes:** The Council accepted the minutes of the meeting held on 9th January 2024. **Proposed: Cllr Cameron. Seconded: Cllr Olson.**
- 23.312 Clerk's Report:** The report was noted. Thanks were made to the LMC staff for their work in increasing income at the LMC this year.
- 23.313 Interim Internal Audit Report:** The report was noted, and the Clerk was thanked for her hard work over the year. The action points from the audit will be brought to a future meeting.

- 23.314 Appointment of Internal Auditor:** It was **RESOLVED** to appoint Mulberry & Co as the Council's auditor until end of the 2025/26 financial year end audits.
Proposed: Cllr Curnow-Ford. Seconded: Cllr Olson.
- 23.315 Financial Report:** It was **RESOLVED** to approve the schedule of payments for January 2024
Proposed: Cllr Kirby. Seconded: Cllr Cameron. Additionally, the bank reconciliations for January were checked by Cllr Ireland prior to the meeting and noted.
- 23.316 Auto Speedwatch Cameras:** It was **RESOLVED** to set a budget of £3,000, with delegated spending given to the Clerk to purchase 3 additional cameras with associated additions. Earmarked reserves for Community Funded Initiatives will be used.
Proposed: Cllr Kirby. Seconded: Cllr Cameron.
- 23.317 Environment Act 2021: Biodiversity Duty:** The working group are continuing to work on a draft policy, which will be brought to the next meeting, and they are looking to incorporate NDP policies.
- 23.318 EHDC Play Areas:** The Council will provide a response to EHDC relating to the play areas at Admers Crescent and The Lyndons to include; concerns over ongoing costs, whether there is enough foot fall at either site, choice of equipment and suitability of accessible equipment, age suitability of suggested equipment and whether any public consultation is taking place. In addition, the Council would like to be involved in any consultation particularly if the play areas are likely to be offered in any future community asset transfer. The Council are content with the plan to close the small play area in The Avenue. **Proposed: Cllr Kirby. Seconded: Cllr Rowson.**
- 23.319 Hammer Vale Telephone Box:** It was **RESOLVED** to set aside CIL funding of £6,000 for the telephone box restoration including costs of a defibrillator.
Proposed: Cllr Kirby. Seconded: Cllr Olson.
- 23.320 Liphook Tennis Club:** It was **RESOLVED** to provide a letter of support for the tennis club's application to EHDC for S106 funding to upgrade their floodlights.
Proposer: Cllr Kirby. Seconded: Cllr Rowson.
- 23.321 River Wey Trust/Thames Water:** It was **RESOLVED** to support to the River Wey Trust's correspondence with Thames Water relating to a potential issue with a sewer pipe near Radford Bridge. **Proposed: Cllr Cameron. Seconded: Cllr Rowson.**
- 23.322 Hampshire County Council Toucan Crossing:** The Council noted the correspondence from Hampshire County Council relating to the proposed toucan crossing in Portsmouth Road.
- 23.323 Tree Warden:** It was **RESOLVED** to appoint Cllr Kemp as tree warden for the Council. Cllr Kirby reported her recent attendance at the Regional Tree Warden Forum and wanted to promote the opportunity in the community for residents to become tree wardens.
Proposed: Cllr Kirby. Seconded: Cllr Curnow-Ford.
- 23.324 Removal of Passfield bus shelter:** The Council agreed that the bus shelter is removed at the discretion of East Hampshire District Council.
- 23.325 Meeting dates:** It was **RESOLVED** to amend the following meeting dates/times for 2023/24:
Liphook Millennium Centre Management Committee: Monday 13th May, 7.30pm
Finance & Policy Committee: Tuesday 14th May, 7.30pm
Planning Committee: Monday 20th May, 7.30pm

- 23.326 Reports from councillor representatives to community organisations and liaison groups:**
River Wey Trust: Cllr Cameron reported that clearance work is ongoing at Allee's Meadow and the Trust are looking at the knotweed problem near Radford Bridge. The River Wey Trust are set to become an associate of The Rivers Trust. Mink traps have been set by the Environment Agency as the vole population is being decimated. A 40th anniversary celebration will be held later in the year.
Peak Centre Trust: Cllr Kirby has attended recent meetings to agree staff changes.
Liphook Village Hall Management Committee: Cllr Curnow-Ford has attended a recent meeting. The village hall are keen to get the land registered and a new cleaner has been appointed.
Police liaison meeting: Cllr Curnow-Ford, along with the Clerk and Cllr Coyte, attended a recent meeting with PC Darren Bramley and PCSO Ben Besley to discuss police activity in the parish. PCSO Besley is supporting the school to encourage children to encourage their parents not to drive to school to try and alleviate some of the parking issues.
- 23.327 Date of next meeting:** The next parish council meeting is on Monday 25th March 2024.
- 23.328 Exclusion of members of the public and press:** It was **RESOLVED** to exclude members of the public and press to discuss a legal matter relating to Parish Council land at Hammer Vale.
Proposed: Cllr Kirby. Seconded: Cllr Curnow-Ford.
- 23.329 Land at Hammer Vale:** It was **RESOLVED** to appoint Hampshire Legal Services to act on our behalf to resolve a land issue in Hammer Vale.
Proposed: Cllr Curnow-Ford. Seconded: Cllr Rowson.

The meeting closed at 21.21pm.

Signed:
Chairman

Date:

Appendix 1: Actions from previous meetings

Minute reference	Action	Lead person	Complete/updates
23.109 05/2023	Update policies for council approval	Clerk	Ongoing
23.144 06/2023	Update the bank mandate to include new signatories	Clerk	Ongoing
23.170 07/2023	Investigate charges for public toilets & discuss with EHDC.	Clerk	EHDC ongoing discussions re public toilets
23.197 09/2023	Arrange police liaison meeting	Clerk	12th Feb 2024
23.242 11/2023	Bring emerging NDP policies to committees/council	Clerk	Ongoing
23.269 12/2023	Write letter of support re toilet refurbishment to the Day Centre	Clerk	Complete
23.270 12/2023	Clerk to work with Speedwatch to agree locations for new ASW cameras. New licence will need to be applied for.	Clerk/Speedwatch team	Ongoing
23.290 01/2024	Carry out actions from Risk Assessment	Clerk	
23.292 01/2024	Order new modules for Rialtas software	Clerk	Complete
23.293 01/2024	Proceed with applications for business debit cards	Clerk	Ongoing
23.297 01/2024	Move CCTV screen in Haskell Centre	Clerk	Contractor resolving
23.298 01/2024	Complete SDNPA Settlement Facilities Assessment	Clerk	Complete
23.299 01/2024	Biodiversity Working Group to report back to Council in February	Cllrs Cameron, Kirby & Olson	

Appendix 2: District Councillors Report

We would like to begin by saying that it was with sadness that we heard of the passing of Cllr. Peter Curnow-Ford, last Monday. He was a stalwart member of the Parish Council, part of a rare husband and wife team alongside Cllr. Debbie Curnow-Ford. He was a very able Chairman of the Planning Committee, and a member of many other Committees, as well as the Speedwatch group of volunteers, helping to slow the speeding drivers throughout the village, and all of this undertaken while battling ill-health. He will be much missed, and we send our condolences to Debbie at this sad time.

Turning to EHDC matters, and The Local Plan Consultation, which because of technical problems over the weekend, and this morning, has been extended until 5 pm on Friday 8th March. –

The last of the five public consultations ended on Tuesday 20th February at Merchistoun Hall, Horndean. The Hall was full and extremely busy over the four-hour period, with 170 residents attending.

Attendance at the four other venues were Bordon, 44, Alton 257, Four Marks, 163, and, contrary to the article in the Liphook Herald, 69 people attended the consultation in Liphook, not “hundreds” as was reported. The consultation offered the opportunity to speak to Planning officers about each of the sites that appear in the Liphook area, in particular the Chiltley Poultry Farm site, for up to 67 houses, LIP3, which is strongly opposed by residents from the Berg, Lip 2, Land West of Headley Road, for up to 20 houses, and LIP1, Land North of the Haslemere Road, for up to 24 homes, which lies within the River Wey Conservation Area, and which has also drawn comment.

EHDC holds frequent meetings with the South Downs National Park Authority, and as an Authority they are pressed to recognise that there are areas, especially on the periphery of the Park, where development should or could take place. The SDNP will be reviewing their own Local Plan in due course, and when this happens, residents will have the opportunity to comment on their Plan.

There is still time to post your comments on our East Hampshire Local Plan site, at localplan@easthants.gov.uk

Annual Budget-setting. Full Council Meeting Thursday 29th February

A Full Council meeting was held in The Festival Hall, Petersfield, where the proposed Budget, which included the new Council Tax figure that had been recommended by Cabinet, was approved. The Liberal Democrats did not offer an alternative Budget and abstained from the vote. The new rate is £149.62 for a Band D property representing a £5 pa increase. The small EHDC share of the Council Tax bill, that is received through the post by all our residents, is less than last year at 6.92 per cent compared with 7 per cent. The biggest share goes to Hampshire County Council with 72.20 per cent, and the Police receive 12.31 per cent.

District Councillor Grants

At the end of our Councillor Community Grant year, we were extremely pleased to be able to find enough money, between us, from our remaining pots, to fully fund a new computer at the Heritage Centre, which has been warmly received by the volunteers. We were also able to help the Food Bank, with substantial grants from us all. The new grant pot will open at the beginning of April.

There are a variety of other grants that are available from EHDC. Please visit our website www.easthants.gov.uk to discover what groups, organisations and individual households can apply for.

Finally, the new EHDC headquarters, Monterey House, Bedford Road, Petersfield, is now fully in use, and the final meeting has been held in the Council Chamber at Penns Place.