



Jane Sawyer  
Parish Clerk/RFO

**BRAMSHOTT & LIPHOOK  
PARISH COUNCIL**

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**PARISH COUNCIL MEETING**  
**Monday 29<sup>th</sup> April 2024, 7.30pm**  
**DRAFT MINUTES**

**Attendees:** Cllr J Kirby (Chairman)  
Cllr S Cameron  
Cllr D Curnow-Ford  
Cllr R Ireland  
Cllr K Kemp  
Cllr M Li  
Cllr S Olson  
Cllr R Rowson  
Cllr V Tang

**Also in attendance:** District Cllrs: Cllr A Glass, Cllr B Mouland  
County Cllr: D Curnow-Ford  
Parish Clerk/RFO: Jane Sawyer

- 23.348 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. She also asked councillors to use their microphones when speaking. The Chairman advised that the meeting was being recorded for minute taking purposes. The Chairman had omitted to thank the staff for all their hard work over the last year at the recent Annual Parish Meeting so she asked the Clerk to pass on thanks to all staff.
- 23.349 Apologies for Absence:** Cllr Coyte, Cllr Trotter
- 23.350 Disclosure of Interests:** There were none.
- 23.351 Approval of Minutes:** It was **RESOLVED** to approve the minutes of the meeting held on 25<sup>th</sup> March 2024. **Proposed: Cllr Olson. Seconded: Cllr Kirby.**
- 23.352 Actions:** The action list at appendix 1 was noted.
- 23.353 Minutes of Committee Meetings:** The following minutes were received by the Council:  
Planning Committee: 15<sup>th</sup> April 2024  
Recreation Committee: 8<sup>th</sup> April 2024
- 23.354 District Councillors Report:** The Chairman thanked the District Councillors for their reports at last week's Annual Parish Meeting. Cllr Glass all the responses for the Local Plan consultation are now on the EHDC website.

- 23.355 County Councillor Report:** The Chairman thanked Cllr Curnow-Ford for her report at last week's Annual Parish Meeting. The current report was noted. Cllr Curnow-Ford additionally reported that there has been a lot of pushback about closures of waste recycling centres. Cllr Curnow-Ford is hopeful that Hampshire County Council will listen to residents and explained that the cost of upgrades required is high but would allow for more recycling.
- 23.356 Public Participation Session:** There were no members of the public present.
- 23.357 Neighbourhood Development Plan:** It was **RESOLVED** to accept the minutes of the Steering Group meeting held on 19<sup>th</sup> March 2024.  
**Proposed: Cllr Kirby. Seconded: Cllr Cameron.**  
The Chairman of the Steering Group had provided a written update. The Regulation 16 consultation is now complete, and the feedback will now go to the examiner. The steering group had recently met with planning committee members and further work will be done to enable planning applications to be assessed against the NDP policies and design guide. Promotion of the NDP will continue as we move to the referendum.
- 23.358 Clerk's Report:** The Clerk's report was noted.
- 23.359 Financial Report:** It was **RESOLVED** to approve the schedule of payments for March 2024.  
**Proposed: Cllr Kirby. Seconded: Cllr Cameron.** The bank reconciliation for February 2024 was checked and confirmed by Cllr Ireland. The March 2024 bank reconciliation is outstanding.
- 23.360 CIL Funding Request:** It was **RESOLVED** to provide £14,893 from held Neighbourhood CIL funds to EHDC to refurbish the playground at The Lyndons, Passfield.  
**Proposed: Cllr Kirby. Seconded: Cllr Curnow-Ford.**
- 23.361 Memorial Bench:** It was **RESOLVED** to site a bench in memory of Cllr Peter Curnow-Ford in Radford Park at a cost of £1,077 with a plaque funded from CIL.  
**Proposed: Cllr Tang. Seconded: Cllr Ireland.**
- 23.362 Request for over-sail:** It was **RESOLVED** to agree the request from McCarthy & Stone for an over-sail at the Little Rec during construction works.  
**Proposed: Cllr Kirby. Seconded: Cllr Rowson.**  
Councillors requested that the fee could be used for planting at the Little Rec.
- 23.363 Tractor & ride-on mower:** It was **RESOLVED** to purchase a new tractor and ride-on mower with costs up to £44,000 funded from CIL contributions. The existing tractor and mower will be traded in. The new machinery will be purchased from Rod Gaskin Ltd at a cost of £19,800 for the tractor and £21,460 for the ride-on mower.  
**Proposed: Cllr Rowson. Seconded: Cllr Cameron.**
- 23.364 Little Rec Quiet Area:** It was **RESOLVED** to **DEFER** the decision on the Little Rec whilst officers confirmed the specification of works with the contractors. A further working group meeting will be arranged. **Proposed: Cllr Curnow-Ford. Seconded: Cllr Rowson.**
- 23.365 Reports from councillor representatives to community organisations and liaison groups:**  
**Liphook Village Hall:** Cllr Curnow-Ford attended a recent meeting of the trustees.

**The Peak Centre/Day Centre:** Cllr Kirby reported that the new manager is starting this week.

**23.366 Date of next meeting:** The next meeting is the Annual Meeting on Monday 20<sup>th</sup> May 2024

**The meeting closed at 8.20pm.**

**Signed:  
Chairman**

**Date:**

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**Appendix 1: Actions from previous meetings**

<b>Minute reference</b>	<b>Action</b>	<b>Lead person</b>	<b>Complete/updates</b>
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
23.242 11/2023	Bring emerging NDP policies to committees/council	Clerk	Ongoing
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	
23.293 01/2024	Proceed with applications for business debit cards	Clerk	Ongoing
23.297 01/2024	Move CCTV screen in Haskell Centre	Clerk	Work being completed 20/03
23.299 01/2024	Biodiversity Working Group to report back to Council in February	Clrs Cameron, Kirby & Olson	
23.309 03/2024	Consider response to EHDC Draft Local Plan Consultation	Cllr Kirby & Rowson	Extraordinary meeting held 14 <sup>th</sup> March and additional comments submitted
23.313 03/2024	Action the items raised in the interim internal audit report	Clerk	
23.316 03/2024	Purchase 3 additional Auto Speedwatch cameras with associated components using earmarked reserves	Clerk	
23.318 03/2024	Respond to EHDC re play areas and ask to be included in choice of equipment and consultation	Clerk	Response sent to EHDC and confirmation that we would be included
23.319 03/2024	Start project to refurbish Hammer Vale telephone box using CIL funds	Clerk	

23.320 03/2024	Write letter of support to Liphook Tennis Club for their S106 application	Clerk	Complete
23.321 03/2024	Write to Thames Water to support The River Wey Trust's complaint	Clerk	
23.324 03/2024	Write to EHDC regarding removal of bus shelter in Passfield	Clerk	Complete

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