



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL TOOK PLACE AT 8.00PM IN THE LIPHOOK MILLENNIUM HALL, ONTARIO WAY, LIPHOOK, ON MONDAY 21 MARCH 2005

MINUTES

PRESENT WERE: Mr A Jordan (Chairman), Mr M Croucher, Mr F Dawkins, Mr L Futchter, Mrs A C James, Mr W Ratcliffe, Mr J Walters (Parish Councillors).

32/05 CHAIRMAN'S ANNOUNCEMENTS

Mr W Ratcliffe. The Chairman warmly welcomed Mr Ratcliffe to the Council.

Annual Meeting - 23 May. The Chairman reminded all members of the need to consider which committees they wished to be involved with. The Chairman invited members to discuss matters with him should they wish to do so.

33/05 APOLOGIES FOR ABSENCE

None.

34/05 MINUTES OF THE MEETING – 28 FEBRUARY 2005

Resolution: The minutes were agreed and signed as being a true record.

Clerk

35/05 MATTERS ARISING FROM THE MINUTES – 28 FEBRUARY 2005

21/05 **Graffiti.** The cleaning of the graffiti wall was raised by Cllr Mrs A C James. The Chairman reported that it was not intended to clean the wall again.

36/05 DECLARATIONS OF INTEREST

The Chairman read out the declaration. The Chairman declared a personal and prejudicial interest in Item 15 (Minute 46/05) as he was a member of the local Scout Group and a member of the Scout Association and said he would leave the meeting during the item.

37/05 TO RECEIVE THE MINUTES/REPORTS OF COMMITTEE/WORKING GROUP MEETINGS

Highways, Byways, and Transport (H,B&T) Committee – 7 March 2005. Cllr Walters reported that it had been a good meeting which had also been attended by Sgt Speakman of the local police and the difficulties in the square had been discussed. Cllr Walters invited questions. The Chairman reiterated that it had been a good meeting and invited members to attend the H,B&T meeting occasionally.

Cllr Walters asked that the minutes of the H, B&T Committee meeting of 7 March 2005 be accepted and the recommendations be adopted. A vote was taken.

Resolution: Agreed.

Planning Committee – 14 March 2005. Cllr Mrs A C James said it had been the first meeting for six years where no objections had been raised to any of the applications. Two members of the public had attended just to enjoy themselves. Cllr Mrs A C James invited questions.

Cllr Mrs A C James asked that the minutes of the Planning Committee Meeting of 14 March 2005 be accepted and the recommendations be adopted. A vote was taken.

Resolution: Agreed.

Liphook Millennium Centre Management Committee (LMCMC) – 17 March 2005. Cllr Dawkins referred to the minutes of the meeting, and invited questions.

Cllr Dawkins asked that the minutes of the LMCMC meeting of 17 March 2005 be accepted and the recommendations be adopted. A vote was taken.

Resolution: Agreed.

38/05 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE

The Chairman reported that on Tuesday 14 March 2005, Cllr Mrs A C James carried out the monthly reconciliation, checked the invoices, the cheques for payment, the receipts and payments, checked the balance sheet, the budget, and signed the internal audit certificate. The Chairman invited questions and asked that the payments for March to be approved. A vote was taken.

Decision: The payments for March 2005 were approved (see attached).

Clerk

39/05 ADJOURNMENT FOR PUBLIC QUESTION TIME

None.

40/05 RESIGNATION OF COUNCILLOR KINGSHOTT

The Parish Council formally received the resignation of Cllr Kingshott which was briefly discussed. The Chairman said that a co-option would be held for the vacancy created by the death of Cllr Bridge, and there would be two vacancies for a single co-option process if an election was not required to fill Cllr Kingshott's place.

41/05 GRANT APPLICATION

The Motion: "This Council resolves to agree a grant of £500 to the River Wey Trust as their core-client grant for 2004/2005."

The motion was proposed by The Chairman and seconded by Cllr Dawkins. Cllr Mrs A C James declared an interest as the River Wey representative for EHDC, and would not vote on the matter. A vote was taken.

Resolution: Agreed.

Clerk

42/05 REPORTS/REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Commuters Meeting – 9 March 2005. No report received (Cllr Tough not present).

43/05 EXCLUSION OF MEMBERS OF THE PUBLIC/PRESS

The Motion: "This Council resolves to exclude members of the public and the press for Items 12-15 in order to discuss confidential matters and those classified as exempt under Section 100A of the Local Government Act 1972."

The Chairman proposed the motion, seconded by Cllr Dawkins. A vote was taken.

Resolution: Agreed.

ITEMS CLASSIFIED AS EXEMPT

44/05 MATTERS ARISING FROM ITEMS CLASSIFIED AS EXEMPT-28 FEBRUARY 2005

30/05. The review of staff matters in light of Mr Kingshott's resignation was raised and discussed. Cllr Ratcliffe offered his assistance.

Decision: Cllr Ratcliffe would assist Cllr Futcher in the investigation/review.

WR

45/05 STAFF MATTERS

The Chairman reported on that a meeting had been held with the Clerk and Asst Clerk on Thursday 17 March 2005. The following had been discussed:

Salary Reviews. No advice received from NALC. Chairman and Vice-Chairman to make recommendations to F & P meeting on 4 April. The Information Officer's salary was to be reviewed at the same time.

Review of Procedures. To proceed. Amendments to be made to the procedures as recommended by Cllr Futcher and Cllr Ratcliffe following investigation and review.

Staff Appraisals. Due in April. Clerk's appraisal to be completed at the same time.

Conduct of Meetings and Comments made. No further action at this time; Cllr Walters raised some points which were discussed.

Measures to improve understanding of Councillors. Councillors invited to spend more time observing the work undertaken in all the office/functional areas to assist both councillors and staff.

Inter-staff Communications. Use of a mobile phones by the Recreation Staff – to be looked into by the Clerk.

Date of next meeting. Thursday 21 April at the Liphook Millennium Hall.

The Chairman left the meeting. Cllr Mrs A C James proposed that Cllr Croucher chaired the meeting. A vote was taken, and this was agreed.

46/05 AGREEMENT - SCOUTS & GUIDES

Cllr Croucher gave a report on the meeting with the surveyor that afternoon. The surveyor had carried out a detailed and comprehensive review. The culmination of this was a recommendation for the sum to be placed in any agreement. The sum recommended was based on factors such as the rateable value and the view of the evaluation officer and had been heavily discounted. All the other details had been agreed by the surveyor. Cllr Croucher recommended the sum suggested by the surveyor should be used in the documents, and that the previously agreed process should be started. The sum, the surveyor's views, the legal aspects, best value for the community, "clawback", the use of the facilities, and the

review process were discussed. The Clerk confirmed that a written report would be provided by the surveyor. A vote was taken.

Decision: The professional advice provided by the surveyor was to be implemented. Clerk

The process previously agreed by the Council was to be started. Clerk

The use of a “clawback” was to be discussed with the solicitor. Clerk

CONCLUSION - This concluded the business of the meeting at 7.15 pm.
Confirmed at the meeting held on 25 April 2005
Signed
Chairman