



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL TOOK PLACE AT 8.00PM IN THE HASKELL CENTRE, MIDHURST ROAD, LIPHOOK ON MONDAY 15 DECEMBER 2008

MINUTES

PRESENT WERE: Dr J Tough (Chairman), Mr G Amey, Mrs B Easton, Mr R Evans, Mr B Hope, Mrs A C James, Mr N Newman, Ms J Poole, Mr P Jordan, Mr P Wilson (Parish Councillors). Mr A Groves (Clerk). Cllr Mrs E Hope (District Councillor). Three members of the public and one member of the press were present.

168/08 CHAIRMAN'S ANNOUNCEMENTS

Welcome. Warm welcome extended to Cllr Hope and Cllr Ms Poole.

Carol Service. To be held on Monday 22 December 2008 at 7.00pm.

Preliminaries. Mobile phones, emergency exits, loop system, and tape machine.

169/08 APOLOGIES FOR ABSENCE

Cllr Croucher, Cllr Miss Young.

170/08 MINUTES OF MEETING – 24 NOVEMBER 2008

A vote was taken to approve the minutes. (For: 8, Against: 0, Abstention: 0).

Decision: **The minutes of the meetings were agreed and signed as being a true record.**

Clerk

171/08 MATTERS ARISING FROM THE MINUTES – 24 NOVEMBER 2008

159/08 **Drainage Work - Allotments.** Third estimate was awaited.

160/08 **Model Publication Scheme.** The Liphook Herald report on the Publication Scheme. The Chairman said that the key points were that there were no new rules and the national guidelines did not say that the copies of documents were free.

172/08 DECLARATIONS OF INTEREST

The Chairman read out the declaration.

173/08 TO RECEIVE THE MINUTES/REPORTS OF COMMITTEE/WORKING GROUP MEETINGS

Finance & Policy Committee Meeting – 1 December 2008. Cllr Mrs James referred to the minutes, and reported that the budget had been adjusted and reduced, following the receipt of the tax base figure from East Hampshire District Council (EHDC). Cllr Mrs James said that members were yet to receive White Bulletin No: 55, referred to by Cllr Jordan at the meeting. This was briefly discussed.

Cllr Mrs James asked that the minutes of the Finance & Policy Committee meeting of 1 December 2008 be accepted and the recommendations be adopted. A vote was taken (For: 10, Against: 0, Abstention: 0).

Decision: Agreed.

Clerk

Planning Committee Meeting – 8 December 2008. Cllr Mrs James reported that it had been a short meeting. She referred to the Planning Digest which showed that there had been no objections at the previous meeting. Cllr Mrs James invited questions.

Cllr Mrs James asked that the minutes of the Planning Committee meeting of 8 December 2008 be accepted and the recommendations be adopted. A vote was taken (For: 10, Against: 0, Abstentions: 0).

Decision: Agreed.

Clerk

174/08 MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE

Cllr Mrs James reported that on Monday 8 December, Cllr Newman inspected and checked the receipts and expenditure for the period 1-28 November against movement on the bank statements and reconciled them against the balance sheet of 28 November. Cllr Newman had also reviewed the Income and Expenditure Report against the budget, and signed the internal audit certificate. Cllr Mrs James invited questions.

Cllr Mrs James asked that the payments for December 2008 be approved. A vote was taken (For: 10, Against: 0, Abstentions: 0).

Decision: The payments for December 2008 were approved (Appendix 1).

Clerk

175/08 PUBLIC PARTICIPATION SESSION

Public Questions. The Chairman adjourned the meeting. There were no public questions. The Chairman re-convened the meeting.

Members/Public Participation (Code of Conduct, Paragraph 12 (2)). No members exercised their right to make representations, answer questions, or give evidence.

Public Participation. None.

176/08 BUDGET AND PRECEPT 2009/2010

Members considered the budget and precept for 2009/2010. The following were raised or discussed:

Precept – Percentage Increase. Proposed increase, currently 3.14%, and the retrospective Retail Price Index (4.41%) and Consumer Price Index (3.61%) rates published by Hampshire County Council (HCC).

Budget Process. The exhaustive process that had been carried out through committees, and that utility costs and the Consumer Price Index had been considered.

The Chairman recommended that the precept and budget should be agreed, and a vote was taken (For: 10, Against: 0, Abstention: 0).

Decision: The budget was approved with a precept of £195,958.

Clerk

177/08 DEED OF DEDICATION - LAND AT OSU SITE

The Motion: “This Council resolves that the Deed of Dedication document agreed by the H, B&T Committee on 16 June 2008 (Minute 45/08) be sealed, in accordance with Standing Order 17.1.”

The Chairman explained that the decision to adopt the deed of dedication in relation to the land around the Village Green, had been taken at the Highways, Byways and Transport (H, B&T) Committee meeting on 16 June 2008. The Chairman proposed the motion, which was seconded by Cllr Mrs James. A vote was taken (For: 10, Against: 0, Abstentions: 0).

Resolution: Agreed.

Clerk

178/08 AMENDMENTS TO STANDING ORDERS & FINANCIAL REGULATIONS

The Chairman referred to the memorandums received from Cllr Croucher and Cllr Jordan. He said that the first amendment would be discussed in the exempt session as it referred to the legal advice and exempt items. The two further amendments were discussed by members and the following were raised or discussed:

Amendments. The discussion of the Standing Orders in exempt session as they were published on the website. The relation to exempt matters, around which there would be discussion.

Joint Staff Liaison Team. The provision of Terms of Reference (TORs) and the drafting and wording of the amendments as had been raised in the comments from Cllr Croucher and Cllr Jordan. The confidentiality aspects, and the reporting and resolution of problems under the process. The line management of employees and the line management process. The need for

the amendment when it appeared to codify the current liaison process and what was changing. The way in which staff meetings had been reported to the Council, which did not allow for matters to be dealt with informally and confidentially. The Chairman proposed that the matter be deferred to allow TORs to be produced. A vote was taken (For: 6, Against: 4, Abstentions: 0).

Financial Regulations. The reflection of proposals that had been already been agreed and were being actioned. A vote was taken (For: 10, Against: 0, Abstentions: 0).

Decision: The amendments for the Joint Staff Liaison Team were to be deferred to the next meeting, and the Terms of Reference for the Joint Staff Liaison Team were to be produced by Cllr Tough and Cllr Jordan and presented to the meeting on 26 January 2008.

JT/PJ

The amendment to Financial Regulation 4.7.1 was agreed.

Clerk

179/08 APPOINTMENTS - COMMITTEES/REPRESENTATIVES

The Chairman informed members that there were two vacancies on the Liphook Millennium Centre Management Committee (LMCMC) and H,B&T Committee and one on the Planning Committee. Cllr Ms Poole said she would fill the vacancy on the Planning Committee. A vote was taken to agree her appointment to the Planning Committee. (For: 10, Against: 0, Abstentions: 0).

Cllr Amey, Cllr Wilson, and Cllr Hope said they wished to be on the LMCMC. Cllr Jordan said he would withdraw from the LMCMC. A vote was taken to approve the appointment of Cllr Amey, Cllr Hope, and Cllr Wilson to the LMCMC. (For: 10, Against: 0, Abstentions: 0).

Cllr Amey, Cllr Wilson, and Cllr Hope said they wished to be on the H,B&T Committee. A ballot was then held. The Chairman announced the result of the ballot; Cllr Amey and Cllr Wilson were appointed to the H,B&T Committee. A vote was taken to approve the appointments. (For: 10, Against: 0, Abstentions: 0).

Decision: Cllr Ms Poole was appointed to the Planning Committee.

JP

Cllr Amey, Cllr Hope, and Cllr Wilson were appointed to the LMCMC.

GA, BH

PW

Cllr Amey and Cllr Wilson were appointed to the H, B&T Committee.

GA, PW

180/08 REPORTS/REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Rail Group Users Meeting - 8 December 2008. Cllr Tough reported that the meeting had been sparsely attended. He thought he had been the only Parish Council representative who had attended the meeting, for which he was the Chairman. Attendance by Parish and Town Council Transport representatives and rail passengers was discussed. Cllr Tough said there was a problem because rail users were on the train at the time that the meetings were being held, and many of the people attending were employees of the railway, HCC or EHDC. He said he would write to all Parish Councils encouraging them to attend. Cllr Tough reported that he had raised three topics at the meeting; the appalling train service from Liphook

because it was the busiest stopping station; the Station Accessibility Scheme which needed to be taken seriously and should be adopted for Developers' Funding; the effect that increased housing in the Bordon and Whitehill area would have on local parking, and the rail link bus service.

Discussion followed on the future expansion of Bordon and Whitehill, the need to liaise and co-operate with them over the impact of any expansion, the development of parish transport projects in order to utilise developers' funding, and local bus services and the services that had been withdrawn in the past because of lack of take up by the public. The Chairman suggested that the discussion be continued at the next H, B&T Committee meeting.

Cllr Mrs James said that the Station Accessibility Scheme had been flagged up at EHDC, and that Liphook developers' contributions would be required to be used in Liphook, when the sum of money required for the scheme had been identified, and that developers' contributions should not be used for other purposes. This was briefly discussed.

Liphook Youth Meeting – 27 November 2008. Cllr Tough reported that the monthly meeting had been attended by twenty young people, and that more volunteers were urgently needed in order that there could be local ownership rather than the dependency on local youth officers to supervise the events in their spare time. Cllr Tough understood that EHDC were providing funds for more equipment and to replace a Playstation 2. The payment of somebody to supervise the event was raised. Cllr Tough said that the aim was to ensure that there were regular monthly meetings, and then dedicated premises could be considered. Then it might be that people could be paid to run the club, but volunteers were needed now to form a committee and man the club. Cllr Tough thanked members who had assisted in moving the heavy equipment for the meetings.

The Chairman wished all members of the public that were present a Merry Christmas and the best for 2009, and he looked forward to seeing them at the Carol Service.

181/08 EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS

The Motion: "This Council resolves to exclude members of the public and the press for Item 15 if it is required and Item 16, as it is likely that there would be disclosure to them of exempt information as specified in Schedule 12A (as amended) of the Local Government Act 1972."

The Chairman proposed the motion. Cllr Newman seconded the motion. A vote was taken (For: 9, Against: 0, Abstentions: 1).

Decision: Agreed.

Clerk

ITEMS CLASSIFIED AS EXEMPT

182/08 MATTERS ARISING FROM THE MEETING THAT REQUIRE TO BE DISCUSSED IN AN EXEMPT SESSION

Item 15 (Minute 178/08) Amendment to Standing Order 15.8. The Chairman outlined the background to the amendment and the advice that had been sought from the solicitor and the response that had been received. Members discussed the proposed amendment, a motion brought before the Council, the legal and other advice that had been provided to members,

and the process for dealing with breaches of the Code of Conduct. Cllr Newman asked that it be minuted that the Council had been misinformed over a legal matter by a member of the Council. The Clerk advised that the Council should not agree to a Standing Order that was unlawful. The Chairman proposed that a vote be taken on the amendment. A vote was taken (For: 5, Against: 4, Abstention:1).

Members then discussed amending the current Standing Order. The lawfulness of the Standing Order was raised, and the wording and its modification was discussed. Following further discussion, the Chairman proposed that the Standing Order be amended to read “SO may be removed”. A vote was taken (For: 5, Against: 4, Abstention: 1).

The wording of the Standing Order should it be invoked, in relation to the period of removal from a committee, the need for legal advice, the term of a councillor, and the length of time councillors were appointed to committees were discussed.

Decision: Standing Order 15.8 was to be amended to read “SO may be removed”.

Clerk

183/08 STAFF MATTERS

No meetings had been held.

CONCLUSION – This concluded the business of the meeting at 9.45pm

Confirmed at the meeting held on 26 January 2009

Signed

Chairman