



BRAMSHOTT & LIPHOOK PARISH COUNCIL

Mr A S R GROVES
CLERK

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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 24 SEPTEMBER 2007

MINUTES

PRESENT WERE: Dr J Tough (Chairman), Mr G Amey, Mr M Croucher, Dr J Carne, Mrs B Easton, Mrs A C James, Mr P Jordan, Mr D Murray, Mr N Newman, Cllr Wilson, Cllr Miss N Young (Parish Councillors). Mr A Groves (Clerk). Eleven members of the public and one member of the press were present.

147/07 CHAIRMAN'S ANNOUNCEMENTS

Mobile Phones. Reminder to switch off phones.

Fire Exits. Described.

Loop System/Toilets. Available.

148/07 APOLOGIES FOR ABSENCE

Cllr Everett.

149/07 MINUTES OF THE MEETING – 23 JULY 2007

Resolution: The minutes of the meeting were agreed and signed as being a true record, Clerk
subject to the following amendments:

133/07 - Amend to read "Cllr Wilson, Cllr Miss N Young".

140/07 - Amend to read under Representatives: Mr Atherden.

150/07 MATTERS ARISING FROM THE MINUTES – 23 JULY 2007

133/07 **Village Design Statement.** Cllr Mrs A C James apologised to Mr Fitcher for not having written to him; she said she would do so.

151/07 DECLARATIONS OF INTEREST

The Chairman read out the declaration. The Chairman emphasised the need for members to declare the nature of the interest and reason.

152/07 TO RECEIVE THE MINUTES/REPORTS OF COMMITTEES/WORKING GROUP MEETINGS

Finance & Policy (F&P) Committee Meeting – 3 September 2007. Cllr Croucher referred to the minutes of the meeting and invited questions.

Cllr Croucher asked that the minutes of the F&P Committee Meeting meeting of 3 September 2007 be accepted and the recommendations be adopted.

Resolution: Agreed. **Clerk**

Recreation Committee Meeting – 11 September 2007. Cllr Newman referred to the minutes of the meeting, and invited questions

Cllr Newman asked that the minutes of the Recreation Committee meeting of 11 September 2007 be accepted and the recommendations be adopted.

Resolution: Agreed. **Clerk**

Liphook Millennium Centre Management Committee Meeting – 13 September 2007. Cllr Murray referred to the minutes of the meeting.

Cllr Murray asked that the minutes of the LCMCMC meeting of 13 September 2007 be accepted and the recommendations be adopted.

Resolution: Agreed. **Clerk**

Planning Committee Meeting – 16 August 2007. Cllr Mrs A C James referred to the minutes of the meeting. She thanked members that had attended the meeting which finished at 11.10pm. There had been presentations on Bohunt Manor and Old Thorns Golf Club which had taken time but were of importance to the village. There were also applications for backland development in the conservation area behind London Road and Chiltley Lane. A thank you letter had been received from a member of the public thanking the Committee for the way the meeting had been conducted.

Cllr Mrs A C James asked that the minutes of the Planning Committee meeting of 16 August 2007 be accepted and the recommendations be adopted.

Resolution: Agreed. **Clerk**

Planning Committee Meeting – 17 September 2007. Cllr Mrs A C James said that the meeting had been shorter than the previous one, but a further application had been considered for the land adjacent to Broomsquires.

Cllr Mrs A C James asked that the minutes of the Planning Committee meeting of 17 September 2007 be accepted and the recommendations be adopted.

Resolution: Agreed.

Clerk

Heritage Centre Working Party – 18 September 2007. Cllr Croucher referred to the notes of the meeting. He apologised for the length of the notes, which resulted from new members being inducted to the Working Party. He said that the Working Party was still short of one member from the Parish Council.

Cllr Croucher asked that the minutes of the Heritage Centre Working party of 18 September 2007 be accepted and the recommendations be adopted.

The Chairman asked if members wished to join the Working Party. Cllr Murray volunteered to be a Parish Council member on the Working Party. A vote was taken.

Resolution: Agreed.

Clerk

Cllr Murray was appointed to the Heritage Centre Working Party.

DM

153/07 REPORTS FROM THE CHAIRMAN OF THE F&P COMMITTEE

Cllr Croucher reported that on Friday 10 August (Cllr Tough and Cllr Mrs A C James) and Monday 17 September (Cllr Tough) had checked the invoices, the receipts and payments, the balance sheet, and carried out the bank reconciliation, reviewed the budget, and signed the internal audit certificate. Cllr Croucher invited questions. Cllr Croucher asked that the payments for August and September be approved. A vote was taken.

Cllr Croucher report that the Internal Audit process had been considered. Reference was made to the minutes of the F&P Committee meeting. Cllr Croucher said that there were no problems with the process although it had been decided to set up a rota system for the Councillors conducting the monthly audit. The monthly audit tasks were discussed.

Decision: The payments for August/September 2007 were approved (see Appendixes 1 & 2). Clerk

154/07 ADJOURNMENT FOR PUBLIC QUESTION TIME

The Chairman adjourned the meeting.

Mrs Hoskins. What powers do the Parish Council have to make the Passfield area safer, such as the pavements, especially the bus drop off area where there is no path or street lights which is dangerous? What powers do the Parish Councillors have to negotiate with the National Trust about the road improvements?

The Chairman. Little authority. Matter could be raised with HCC, and discussed with National Trust. Parish Council did put forward that Passfield needed a 30 mph speed limit, which had been accepted and a meeting had been held to discuss this. The next step was for the proposal to be signed off by the police and our County Councillor and hopefully it would then be implemented. Could lobby Police, HCC and the National Trust. (Discussion followed on who Mrs Hoskins could lobby; advised EHDC, HCC, Police, National Trust). To be discussed at H, B & T Committee on 8 October to try and arrange a meeting with the other parties.

Mr Thompson. What are the Councils thoughts on the increasing amount of anti-social behaviour noticed in the village and whether or not this is the right forum to deal with it?

The Chairman. The right place to raise the question, but the best time to discuss was the Police Liaison Forum on Thursday 27 September at 7.30pm in the Canada Room in the Liphook Millennium Centre. Important that people attend and put across their views on anti-social behaviour around the village.

Mr Hope. Are the Council aware of an initiative between police and local authorities and retailers in another part of the country to discover who is buying alcohol for under age drinkers by marking bottles with a code to identify the retailer with CCTV used to identify the buyer and would this be worthwhile and supported by the Council?

The Chairman. Should raise at the Police Liaison Forum. Sounds sensible, and many of the problems arise out of people buying drinks.

Mr Hope. What section of the Standing Orders are being amended and or reviewed?

The Chairman. Extensive update, welcome to have a copy of the update.

The meeting was re-convened.

155/07 ANTI-SOCIAL BEHAVIOUR IN LIPHOOK/POLICE LIAISON FORUM

Cllr Mrs Easton said the matter had already been raised but she wished to reassure members of the public that the Council took the matter seriously and as many councillors as possible would be at the Police Liaison Forum to raise this issue with the Police. Cllr Wilson said that as many people as possible should attend the meeting on Thursday 27 September at 7.30pm in the Canada Room, and the Police would be on hand to answer questions.

156/07 CARNIVAL 2007

Cllr Miss Young put it to members that they might like to take part proactively in the Carnival this year. It was short on time, but buckets could be carried to collect money for good causes and she sought support from members. The nature of the involvement as individuals or councillors/The Council, the current involvement of councillors and staff in supporting the Carnival, and the type of float/display that could be created were raised and discussed. The Chairman suggested that the matter should be thought about earlier next year and Cllr Croucher invited Cllr Miss Young to assist in marshalling.

157/07 BUDGET AND PRECEPT PLANNING 2008/2009

The Chairman referred to the programme which had been circulated to members. The level of increase in the precept based on the HCC inflation figure, information relating to the requirements set out in the document concerning the guiding principles and key objectives, the budget planning process, and the additional funding for planning needs were all raised or discussed.

Decision: The precept would be increased in line with the HCC inflation figure.

Clerk

158/07 WORKING PARTIES

Cllr Mrs A C James referred to the draft Terms of Reference (TOR) for the Planning Consultation Working Party, and sought approval to the TOR. The possibility of including consultation with other Parish Councils, and the inclusion of the electronic planning process on the agenda for the Larger Council Forums were raised and briefly discussed. Cllr Mrs A C James confirmed that she would be attending the meeting of the Larger Councils Forum in the absence of The Chairman, and proposed that the TOR be accepted. A vote was taken.

The Chairman confirmed the membership of the Village Appraisal and Website Working Parties. He asked whether Cllr Jordan would be happy to contact people to organise a meeting of the Village Appraisal Working Party. The Chairman said he would contact people and arrange a meeting for the Website Working Party probably in November. The Village Appraisal was briefly discussed.

Decisions: The TOR for the Planning Consultation Working Party were agreed (see Appendix 3).

Clerk

Cllr Jordan would contact members of the Village Appraisal Working Party to arrange a meeting.

PJ

159/07 BOHUNT MANOR – PUBLIC MEETING

Cllr Newman said that the proposal had arisen out of a Planning Committee meeting when the agent for the Bohunt Manor developer had challenged the Parish Council to express the interests and desire for what they would like to see on the land over the next 20 years. One of the ideas was for it to be used for recreational purposes. The Recreation Committee had been looking for an minimum of four hectares of land for recreational use for some time, and Mr Rudgard, the Parish Council Sport and Recreation representative, had done voluminous work looking at the details. It was felt that the first step of the challenge was to gauge the public response by having a public meeting to see what the public thought about using the land for recreation. In response to a question from Cllr Mrs Easton, it was confirmed that there was about 10 acres available. The day, date, and location for the meeting and the involvement of the agent and a presentation were discussed. The Chairman suggested that Cllr Newman and The Clerk should identify a midweek date when the Liphook Millennium Hall was free, sometime before Christmas. A vote was taken.

Decisions: A meeting would be held in the Liphook Millennium Hall towards the end of November, it would involve the agent, and Cllr Newman and The Clerk would identify the date.

NN
Clerk

160/07 NOMINATION LMCMC

The Chairman referred to the recommendation of the LMCMC that Mrs L Garwood be nominated as the remaining public member of the Committee. The Chairman invited questions. The Chairman proposed that the nomination be approved. A vote was taken.

Decisions: Mrs L Garwood was appointed a public member of the LMCMC.

Clerk

161/07 REVIEW OF STANDING ORDERS

The Motion: "The Council agrees to suspend Standing Order 22.2 in order that further amendments are received for the review, and those final amendments be passed to the Clerk to the Council in writing by Friday 28 September. Standing Orders will then be re-presented to the Council at their meeting on 29 October for approval."

The Chairman proposed the motion which was seconded by Cllr Croucher. The Chairman explained the reason for the motion was that very few amendments had been received to date. He asked members to go through the document and return comments by 28 September. The process of making the amendments and comments were briefly discussed. A vote was taken.

Resolution: Agreed.

All

162/07 REPORTS/REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

None.

163/07 EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS

The Motion: "This Council resolves to exclude members of the public and the press for Item 18 (if it is required) and Item 19 in order to discuss exempt information under Section 100I and Schedule 12A of the Local Government Act 1972."

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

Resolution: Agreed.

ITEMS CLASSIFIED AS EXEMPT

164/07 MATTERS ARISING FROM THE MEETING THAT REQUIRE TO BE DISCUSSED IN AN EXEMPT SESSION

None.

165/07 STAFF MATTERS

The Clerk said that he would leave the table but remain at the meeting to provide procedural advice if it was needed. Cllr Carne was invited to take the minutes of this part of the meeting.

Investigation Report. Cllr Jordan presented the report which was discussed.

Decision: The report was suspended and the staff's comments upon it should be addressed before the report was received.

Parish Office Staff and Clerk's Representative Meetings on 16 August and 11 September 2007 (Appendices 4 and 5)

The Chairman outlined the ongoing action for the following Working Parties:

Village Appraisal – this has been hampered by outside organisations and accordingly its initiation is delayed again despite its importance to the Village and its ongoing development. It is anticipated it will be formed in the New Year.

Planning – its formation had been agreed at Item 12

Heritage Centre - had been agreed previously.

Website - had not met for two years and was soon to re-convene.

Transport Questionnaire – this was an integral part of the Village Appraisal and is to go ahead in the near future after refinement at the HB&T Committee.

Councillors were reminded of the need, in making statements or comments in 'chat sites' or to the media, that they were to ensure that they identified they were speaking as private individuals and were not representing the views of the Parish Council.

Long-standing correspondence by a Parishioner requesting exempt information has resulted in that individual indicating that they wish to make a complaint in accordance with the Parish Council's Complaints procedure. The matter was discussed.

Decisions: The Council should write to the complainant requesting a formal complaint be addressed to the Parish Council in accordance with the Council's current protocol for complaints and that the requested redress should be specified. To assist the complainant, a copy of the current protocol was to be provided.

After receipt of the complaint, relevant legal advice should be sought at an appropriate time to allow decisions and replies to be made within legal timeframes.

After completion of discussions of exempt items, the Clerk rejoined the Council.

CONCLUSION – This concluded the business of the meeting at 10.30pm
Confirmed at the meeting held on 29 October 2007
Signed
Chairman