



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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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 26 FEBRUARY 2007

MINUTES

PRESENT WERE: Mr B Hope (Chairman), Mr N Atherden, Mr M Croucher, Mr L Fitcher, Mrs A C James, Mr A Jordan, Mr D Murray, Mr N Newman, Mr W Ratcliffe, Dr J Tough, Mr J Walters (Parish Councillors). Mr S C James (District and County Councillor) Mr A Groves (Clerk). Two members of the public and one member of the press were present.

30/07 CHAIRMAN'S ANNOUNCEMENTS

Mobile Phones. Reminder to switch off phones.

31/07 APOLOGIES FOR ABSENCE

None.

32/07 MINUTES OF PARISH COUNCIL MEETING – 12 FEBRUARY 2007

Resolution: The minutes of the meeting were agreed and signed as being a true record. Clerk

33/07 MATTERS ARISING FROM THE MINUTES – 12 FEBRUARY 2007

20/07 **11/07 - Annual Parish Meeting.** The Clerk said that Mr Phillips was not available for the meeting; It was agreed that Mr Murray should attend in his place. Clerk

34/07 DECLARATIONS OF INTEREST

The Chairman read out the declaration.

35/07 TO RECEIVE THE MINUTES/REPORTS OF COMMITTEE/WORKING GROUP MEETINGS

Liphook Millennium Centre Management Committee (LMCMC) Meeting

– 8 February 2007. Cllr Murray referred to the minutes of the meeting. He drew attention to a number of points. It had been decided not to move the switches for the sound system due to the costs, although this would be re-considered if a further problem arose. The publicity for films was to be enhanced by sending letters out to local business inviting them to advertise the films in return for film vouchers. Cllr Tough and himself had been delegated the authority to choose the films to be shown. Due to problems experienced by U3A it had been agreed that they could purchase a radio microphone along as it did not interfere with the current equipment. Mrs Moore had started work at the Liphook Millennium Hall (LMH) as one of the office staff. Cllr Tough asked how the decision was made about the next film at the LMH which was not on the wish list. Cllr Murray said that the decision had been made because there was a request for the film. The matter was briefly discussed.

Cllr Murray asked that the minutes of the Liphook Millennium Centre Management Committee meeting of 8 February 2007 be accepted and the recommendations be adopted.

Resolution: Agreed.

Clerk

Finance & Policy (F&P) Committee Meeting – 12 February 2007.

Cllr Croucher referred to the minutes of the meeting. He drew attention to the grants that had been agreed and the transfers to be made at the end of the financial year. Cllr Croucher confirmed that the £800 to be transferred to the reserves was the contribution towards street lighting. Cllr Walters raised the use of the £20,000 from the developer's contribution towards the bus service, which he thought was not on the priority list. He understood that there had been a heated discussion at the recent North East Area Community Forum (NEACF) and he asked if the amount of money could be reduced. Cllr Mrs A C James said that the developer's contribution for the recent Sainsbury's extension was £30,000. £10,000 was for improvement to the car parking at the Liphook Millennium Centre (LMC), and £20,000 was for the alternative transport within the District. The alternative transport in Liphook was the shuttle bus, and that was what the sum of money was for. The matter was discussed further, including the process for the release of the money, the decision made at the recent NEACF meeting, how the money was to be used, and the advantages to the Parish Council

Cllr Croucher asked that the minutes of the F & P Committee meeting of 12 February 2007 be accepted and the recommendations be adopted.

Resolution: Agreed.

Clerk

Planning Committee Meeting – 19 February 2007.

Cllr Mrs A C James referred to the minutes of the meeting. She said the meeting, and the Planning Forum held prior to it, had been well attended and was a good example of community involvement. The application on the OSU site had been considered and had been well presented by Cllr Walters. The application was no different to the previous applications. The applicant was not entirely happy with the Planning Forum process, although it had been an open public meeting at which public comment had been invited. The OSU site was an employment site and the application was predominately residential with a fifty-five bed nursing home. The Committee continued to object as set out in the minutes. An application had been considered

for business expansion at Chiltley Manor Estate, which had been objected to because it was in the conservation area and the design did not meet the requirements for such an area. A telecommunications mast at Malthouse Meadows had also been considered and there had been fifty-one written objections together with a lengthy petition. Cllr Mrs James thanked all the members of the committee because it was difficult considering applications; members were well informed and had dealt with applications fairly. Cllr Walters referred to a letter from the developer who had attended the Planning Forum which he found rather offensive. The statement had suggested that due consideration had not been given to the application. Cllr Walters said that he had commended the applicant on the thoroughness of the documents submitted and presented. Cllr Walters said that he had explained to the Committee the reason why he had not read all the documents. He felt it was unfair of the developer to criticise the way in which it had been done, since consultation with the public was a government recommendation. He asked that a response be made refuting the criticism. Cllr Mrs A C James said that she was happy to draft a polite reply in conjunction with Cllr Walters. A vote was taken.

Cllr Mrs A C James asked that the minutes of the Planning Committee meeting of 19 February 2007 be accepted and the recommendations be adopted.

Resolution: Cllr Mrs A C James and Cllr Walters were to draft and send a polite reply to the developer. ACJ
JW

The minutes and recommendations were agreed. Clerk

Heritage Centre Working Party – 21 February 2007. Cllr Atherden referred to the minutes of the meeting. Two of the most important members were missing from the meeting but an arrangement had been made for matters to be organised and re-presented. Cllr Atherden reported that relatively small sums from fund raising initiatives had been banked. This was due to his pre-occupation elsewhere and also the lack of publicity about the Heritage Centre and where it was to be located. He hoped that the press could assist in letting people know that the Heritage Centre was to be set up on the first floor of the LMC. The Heritage Centre would contain materials collected by the Preservation Society over many years, and those archives were to be made available to the public. Cllr Atherden invited questions.

Cllr Atherden asked that the minutes of the Heritage Centre Working Party of 21 February 2007 be accepted and the recommendations be adopted.

Resolution: Agreed. Clerk

36/07 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE .

Cllr Croucher reported that on Tuesday 20 February 2007, Cllr Tough had checked the invoices, the receipts and payments, the balance sheet, and checked the bank reconciliation, reviewed the budget, and signed the internal audit certificate. Cllr Croucher invited questions from members.

Cllr Croucher asked that the payments for February 2007 be approved. A vote was taken.

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

Clerk

37/07 ADJOURNMENT FOR PUBLIC QUESTION TIME

The Chairman adjourned and re-convened the meeting without questions being raised.

38/07 CONSULTATION - AMENDMENTS TO THE MODEL CODE OF CONDUCT FOR LOCAL AUTHORITY MEMBERS

Members considered the draft response and the answers to specific questions raised in the consultation. Matters were discussed and votes taken where appropriate. The Chairman asked that subject to the amendments, the other parts of the response should be agreed. A vote was taken.

Decision: The response, subject to amendments, was agreed.

Clerk

39/07 PARISH COUNCIL WEBSITES

Cllr Tough reported that he was put out because the Clerk had suggested that the website be done professionally. Cllr Tough said he had constructed the Parish Council website which had been under construction since May last year, and was awaiting completed information. There was a page for the LMC, but it needed more development. The question arose because Mrs Benham in the office said that there should be a website for the LMH. Cllr Tough agreed with that. Although there was a page on the Parish Council website he was not sure people would automatically search for the LMH in that way. Cllr Tough suggested that he approach the company with whom the Parish Council had set up the website to see if they were willing to establish another domain name under the same deal. This would hopefully be at no, or very little, extra cost because no more space was required and the LMC content of the Parish Council website be replicated in a website which would be dedicated to the LMC. There would be the same information in both sites, but people could go to the LMC website directly. There was no need for this to be done professionally, and he was doing it as a professional anyway without being paid. He thought there was some concern in the Parish Office and that they were reluctant to service the website which he thought would be sad. On the other hand, Mrs Benham was keen to service the LMC website. The website had been constructed so that it could be very easily supported and very recently at his insistence he had been supplied with a copy all the minutes of all the meetings of the last two years. He was in the process of putting them on the website. If anyone wished to look at the draft website, the Parish Council and Annual Parish Meeting minutes were on the site with some sample of the others. It would take a little longer to install the rest, but he did not know why a professional element was required. For the time being Cllr Tough said that all that was needed were the minutes were to be e-mailed to him, and he would put them up on the website and that would take five minutes to do that. The training of the staff at the LMC, the production and upkeep of the LMC play list, the hope that the Parish Office staff would eventually be able to do the work themselves, publication of information on an LMH and the Parish Council, the domain name, technical issues such as links and search engines were raised or discussed. The Clerk suggested that the matter be discussed by the Website Working Party and recommendations made to the Parish Council. The Chairman proposed that the matter be debated and discussed by the Website Working Party and moved forward as quickly as possible. Cllr Tough invited members to view the website after the meeting. A vote was taken on the Chairman's proposal.

Decisions: The Website Working Party was to debate and consider the matter which was to be moved forward as quickly as possible.

JT
MC

40/07 REPORTS/REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Meeting with Balfour Beatty - Canadian Underpass. Cllr Tough reported that the matter related to the Canadian Memorial underpass which arose out of the A3 inquiry and had been accepted by the Highways Agency. The area was fenced off and architects were searching the site. Balfour Beatty's concerns were where to move the Canadian Memorial. It had been suggested the best place was by the seat under the oak tree next to the footpath. Balfour Beatty had been referred to the Canadian High Commission. There were some trees that needed moving and they were happy with that. Balfour Beatty had asked what to do with the memorial in the meantime, and they had been advised that it be lodged in St Mary's Church. Construction would start at Easter. One of the carriageways of the dual carriageway would be closed with a two way operation in place. It was not expected to cause problems although queues would be longer. It was hoped that the underpass would be opened on Canada Day 2008; this was the aim of Balfour Beatty. The start date of the work, the impact of the underpass on walkers and vehicles using Rectory Lane, making and approach to the ministry, and the temporary road closure on Rectory Lane were raised or discussed.

41/07 EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS

The Motion: "This Council resolves to exclude members of the public and the press for Items 13 -15 in order to discuss confidential matters and those classified as exempt under Section 100I and Schedule 12A of the Local Government Act 1972."

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

Resolution: Agreed.

Cllr Jordan declared a personal and prejudicial interest in Item 16 (Minute 44/07), as a member of the Scout Association and local Scout Group, and said he would leave the meeting.

ITEMS CLASSIFIED AS EXEMPT

42/07 MATTERS ARISING FROM THE MEETING/MINUTES OF THE PARISH COUNCIL MEETING – 12 FEBRUARY 2007

None.

43/07 STAFF MEETING

The report from the staff meeting held on Tuesday 20 February was considered by the Council. Cllr Tough reported on the staff appraisal for the Clerk. The Clerk questioned the statement made by Cllr Tough. Cllr Tough agreed that what he had said was incorrect. Cllr Tough then referred members to the notes of the meeting. The Chairman raised the points made about reporting and decision making as set out in the notes. Reporting, and a specific point raised by the Assistant Clerk, was discussed further. Cllr Newman asked

about the Clerk's appraisal. Cllr Tough confirmed it would be with the Clerk on 27 February.

Cllr Jordan left the meeting.

44/07 SCOUTS AND GUIDES

Cllr Croucher referred to the report at Appendix 3 of the agenda and the documents contained therein. Two further draft documents for the solicitors were distributed and considered. Cllr Croucher made a verbal report and sought agreement to the recommendations at paragraph 5 of the report: points were discussed where appropriate. Votes were taken on each of the recommendations.

Decisions: The recommendations were agreed and the solicitors would be advised accordingly, with a further Parish Council meeting to be held on 12 March 2007 prior to the H,B & T Committee meeting.

Clerk

CONCLUSION – This concluded the business of the meeting at 9.40 pm.

Confirmed at the meeting held on 12 March 2007

Signed

Chairman