



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL TOOK PLACE AT 8.00 PM IN THE HASKELL CENTRE, MIDHURST ROAD, LIPHOOK ON MONDAY 26 SEPTEMBER 2005

MINUTES

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

138/05 CHAIRMAN'S ANNOUNCEMENTS

Liphook in Bloom. Congratulations on achieving a Gold Award.

Anti-Social Behaviour. Two motorcyclists were caught on the Recreation Ground; higher presence of police in village noted.

139/05 APOLOGIES FOR ABSENCE

Cllr Atherden, Cllr Coyte, Cllr Mrs E Hope (District Councillor).

140/05 MINUTES OF THE MEETING – 22 AUGUST 2005

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

Clerk

141/05 MATTERS ARISING FROM THE MINUTES – 22 AUGUST 2005

124/05 Apologies. Consideration to be given to not holding a meeting in August, when so many councillors were absent.

142/05 DECLARATIONS OF INTEREST

The Chairman read out the declaration. Cllr Tough declared a prejudicial interest in Item 12 (Minute 149/05) as Superintendent of the Division.

143/05 TO RECEIVE THE MINUTES/REPORTS OF COMMITTEE/WORKING GROUP MEETINGS

F & P Committee Meeting – 5 September 2005. Cllr Croucher referred to the minutes of the meeting. He invited questions. The closure of the Beacon was briefly discussed.

Cllr Croucher asked that the minutes of the F & P Committee meeting of 5 September 2005 be accepted and the recommendations be adopted.

Resolution: Agreed.

Recreation Committee Meeting – 12 September 2005. Cllr Futcher referred to the minutes of the meeting. He said that some time had been taken discussing Anti Social Behaviour. Cllr Futcher invited questions.

Cllr Futcher asked that the minutes of the F & P Committee meeting of 12 September 2005 be accepted and the recommendations be adopted.

Resolution: Agreed.

LMCMC Meeting – 15 September 2005. Cllr Tough reported that that it had been a useful meeting. Community Chest grants had been approved. The main item of discussion was to agree the Disco Sub-Committee report. It was hoped that there would be a Battle of the Bands in May, and a Dance Competition in February. There had also been a discussion on vending machines, and it had been agreed to install a bottle machine at the LMH. Cllr Tough invited questions.

Cllr Tough asked that the minutes of the LMCMC meeting of 15 September 2005 be accepted and the recommendations be adopted.

Resolution: Agreed.

Planning Committee Meeting – 19 September 005. Cllr Mrs A C James said that it had been a full meeting, and she thanked committee members for their support and commitment. Cllr Mrs A C James referred to the minutes and invited questions.

Cllr Mrs A C James asked that the minutes of the Planning Committee meeting of 19 September 2005 be accepted and the recommendations be adopted.

Resolution: Agreed.

144/05 TO RECEIVE THE MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE

Cllr Croucher reported that on Tuesday 20 September, Cllr Tough checked the invoices, the receipts and payments, the balance sheet, carried out reconciliation, reviewed the budget, and signed the internal audit certificate. Cllr Croucher asked that the payments for September 2005 be approved. A vote was taken.

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

Clerk

145/05 ADJOURNMENT FOR PUBLIC QUESTION TIME

The meeting was adjourned.

Mr Rudgard. Are there any questions in the Village Appraisal about sports facilities?

The Clerk. No specific questions about new sports facilities. (Cllr Mrs A C James read out the question on sport and referred to the back where additional questions or comments could be made)

The meeting was re-convened.

146/05 WEBSITE WORKING PARTY - TERMS OF REFERENCE (TOR)

The Chairman referred to the draft TOR, which he thought covered the intentions. The Chairman asked that the TOR be agreed. The Clerk confirmed that Cllr Tough, Cllr Croucher, the Chairman and the Clerk were members of the Working Party. The Chairman said that members would be contacted to arrange a meeting. A vote was taken.

Decisions: The TOR were agreed.

Clerk

147/05 STANDING ORDERS (2005)

The Motion: "This Council will receive draft amended Standing Orders and Financial Regulations. These will be considered, possibly amended, and then approved at the meeting of Council on 24th October 2005."

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

Resolution: Agreed. (After note: Next meeting of the Parish Council – 31 October)

Clerk

148/05 BUDGET AND PRECEPT PLANNING 2006/2007

Members discussed the budget/precept planning programme for 2006/2007 and the provisional percentage increase figure for the Parish element of Council Tax 2006/2007. The Clerk advised members of the action required at this stage. The need to have an inflationary increase was discussed. The Chairman proposed that the planning programme be agreed, and the Parish element of Council tax should be increased in line with inflation. Votes were taken.

Decision: The programme and plan was agreed.

Clerk

The Parish element of Council tax was to be increased in line with inflation.

Clerk

Cllr Tough left the meeting.

149/05 ST JOHN AMBULANCE

The Motion: “This Council agrees that St John Ambulance be allowed to recognise the Liphook Millennium Centre as the Headquarters of its Liphook Quadrilateral Division, and to agree to display a St John Ambulance plaque and Sovereign’s photograph as recommended by the LMCMC.”

The Chairman proposed the motion which was seconded by Cllr Dawkins. The Chairman showed members the photograph that had been recommended. Cllr Mrs A C James questioned the purpose of the motion. She expressed her concerns that agreeing to the motion could set a precedent for other users who did not have a HQ, and that telephone calls and correspondence would be dealt with by the LMH staff. She questioned which room would be used, and said that as a community centre, it should be open to all.

The Chairman felt it would be useful to have St John Ambulance at the Liphook Millennium Centre (LMC) as it would bring extra business, and they were a well respected group. Cllr Dawkins said that they were different to other organisations, because they used the LMC, attended other events in Liphook which raised money for the community, and did all this in a very neutral way. They were a bonding organisation and everybody was always pleased to see St John Ambulance at events. Cllr Dawkins felt that they were a special case. Further discussion followed on the setting of a precedent, the room/area to be used, the use of the LMC by other organisations that did not use it as a HQ, and a possible amendment to the motion to give a proviso that the telephone number and address of the LMC were not used. A vote was taken (For: 4, Against: 5).

Resolution: Motion not moved.

Cllr Tough re-joined the meeting.

150/05 VILLAGE APPRAISAL

Members discussed the following:

Questionnaire. Amendments to questions 13, 14, 16, 19, 20, 21, 24, 26, 27, 28, 32, 33, 48, 52, 70, 72, 76, and 77. The selection of set questions, adding questions at the end, and the inability to modify questions because they were set externally and changes would affect the analysis. Continuing the changes to the descriptions which would not affect the answers. Making a comment on the covering sheet to say that some of the answers to the questions would not be applicable to Liphook. Changing the date of the document. Votes were taken on the amendments to the questionnaire.

The delivery and collection dates. April 2006 or November 2005. Use of the press to seek volunteers to deliver and collect questionnaires. Need to action as early as possible so that Community Transport work could be taken forward. Delivery at weekends. Need to produce identity label/notice for authorisation purposes. The period between delivery and collection and number of questionnaires to be printed (300). Willingness of members to assist; all agreed to help less Cllr Walters. November was proposed: a vote was taken.

The delivery and collection arrangements and responsibilities. The use of EHDC postal system, the Post Office, and FREEPOST. Delivery of returns to the Parish Office, shops and the LMC. Inclusion of a postcode on the questionnaire as a means of identifying returns for analysis purposes. Reporting the detailed arrangements to the next meeting of the Parish Council; a vote was taken.

Decisions: The following amendments were to be made to the Questionnaire: **ACJ**

Q19 – Delete “Stock” insert “Housing”.

Q72 – Delete boxes to leave 5 boxes against 5 questions.

Q77 – Amend to read “in the late evening”, delete “between...12.30am”

The date was to be changed to 2005.

Comment was to be made in the introduction that some of the answers to the questions were not applicable to Liphook.

Questionnaires were to be delivered in the middle of November, and collected at the end of November. **ACJ**

A report was to be made to the next Parish Council meeting on the delivery and collection arrangements. **ACJ**

151/05 EXTENSION OF LICENSING HOURS

Cllr Futcher said that the item related to the policing implications of the new Licensing Act. He said there had been quite a bit of media coverage regarding this issue in recent months. He said he would not comment on the social, moral, or medical issues, just the policing.

Cllr Futcher said his concerns stemmed from an article he had read in a national newspaper where a Chief Constable had commented about the problems of officers having to work later and later into the night which would result in a shortage of officers by day. People would not see beat officers during the day, and officers would be taken away to cover town centres at night. There was limit to how long officers could work.

Cllr Futcher said he had concerns as Liphook was in a rural area, and police officers might have to work longer in the urban areas of the District. Cllr Futcher distributed details of the applications made by seven local, and what he considered, to be the most popular premises in the Parish. He said he did not know whether the applications had been granted, but it looked as though one of the aims if the Act was being achieved; closing times differed at premises. Cllr Futcher also handed around the list of applications made in East Hampshire which he said were available in the Parish Office. The seven applications he had referred to earlier were highlighted in yellow, and the nineteen remaining Parish applications were highlighted in blue, a total of twenty six applications.

Cllr Futcher said he would welcome discussion, and thought that a form of words could be put together to send to the police authority and others. This could express the concerns that the present police cover would be affected by the new Licensing Act.

Cllr Mrs A C James asked that it be recorded in the minutes that, as a District Councillor she was a member of the EHDC Licensing Committee.

Discussion followed on the detrimental effect on day time policing, the inability of the police to deal with problems if they arose in the light of recent experiences with anti-social behaviour, shortage of hours/officers, the licensing process and criteria against which applications would be considered, and the lack of comment by the police and others on applications as there was no experience of problems arising from those applications/ variations. The notification and consideration of applications were discussed further, specifically the information available from the Parish Council, and through EHDC, and the timeframe for the consideration of applications.

The Chairman proposed that a letter should be sent to the Chief Constable expressing the concerns that hours would be shifted from day to night-time policing. A vote was taken. It was then agreed that the Clerk deal with the matter in conjunction with Cllr Futcher.

Decisions: The Clerk was to send a letter to the Chief Constable on behalf of the Parish Council (in conjunction with Cllr Futcher).

**Clerk
LF**

152/05 REPORTS/REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

River Wey Trust. Cllr Walters informed the meeting that the AGM for the River Wey Trust would be held at Conford Village Hall on Thursday 6 October 2005.

153/05 EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS

The Motion: "This Council resolves to exclude members of the public and the press for Items 16-20 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, seconded by Cllr Croucher. A vote was taken.

Resolution: Agreed.

Cllr Jordan declared an interest in Item 19 (Minute: 157/05) and said he would leave the meeting for that Item.

ITEMS CLASSIFIED AS EXEMPT

154/05 MATTERS ARISING FROM ITEMS CLASSIFIED AS EXEMPT FROM THE MEETING /MINUTES OF THE PARISH COUNCIL MEETING 22 AUGUST 2005

None.

155/05 STAFF MATTERS

Staff Report. Cllr Hope reported that the Clerk's appraisal had been written and was lodged in the Parish Office.

The Clerk asked if he could leave the meeting for that part of the item, in order to ensure that he did not prejudice any discussion or voting on the matter. This was agreed. The Clerk left the meeting.

Salary Scales (Clerk). The Chairman referred to the memorandum concerning the setting of the scale for the Clerk's pay. The Chairman confirmed that the Clerk's Appraisal was confidential. He said that the Clerk's salary should be increased by two Spinal Column Points (SCP) as set out in the document, as it was felt that this was more appropriate. The Chairman confirmed there were no implications to the other staff. A vote was taken.

Decision: The Clerk's salary scale, as originally set, was to be increased by two SCPs. **Clerk**

The Clerk re-joined the meeting.

156/05 AUDIO VISUAL EQUIPMENT - LMH

Members considered and discussed the business case for the purchase of the equipment. The Chairman asked members if they accepted the case and the recommendations. A vote was taken.

Decision: The Parish Council approved the purchase of the equipment and that the funding could come from earmarked reserves with the proviso that it was repaid from revenue earned from increased bookings acquired as a result of its use. **Clerk**

157/05 LEASE - SCOUTS AND GUIDES

Cllr Croucher referred to the memorandum and accompanying document which was discussed. Cllr Croucher confirmed that the legal process continued. A vote was taken.

Decision: The lease document, subject to any further legal advice, was agreed. **Clerk**

Cllr Jordan re-joined the meeting.

158/05 LEASE – POLICE

The Clerk informed members that the police had agreed the lease, and subject to some minor changes, it was hoped that the matter would be completed shortly.

159/05 LAND – HAMMER VALE

Cllr Walters referred to the actions taken by an individual recently, who had gained access to his property across Parish Council land. Cllr Walters recommended that three notices should be placed at appropriate sites, to stop this happening in the future, and suggested some wording to be used. Legal aspects relating to ownership, access, and the notices were discussed. The Chairman asked if there was agreement to notices being placed at Hammer Vale. A vote was taken.

Decision: Three notices, with appropriate wording, were to be placed at Hammer Vale.

Clerk

CONCLUSION – This concluded the business of the meeting at 10.25 pm.
Confirmed at the meeting held on 31 October 2005
Signed
Chairman