



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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A MEETING OF BRAMSHOTT & LIPHOOK PARISH COUNCIL TOOK PLACE AT 8.00PM IN THE IN THE HASKELL CENTRE, MIDHURST ROAD, LIPHOOK ON MONDAY 29 JUNE 2009

MINUTES

PRESENT WERE: Mr N Newman (Chairman), Mr G Amey, Mr J Austin-Olsen, Mr M Croucher, Mrs B Easton, Mr R Evans, Mr B Hope, Mrs A C James, Ms J Poole, Dr J Tough, Mr P Wilson (Parish Councillors). Mr A Groves (Clerk).

Mrs E Hope (District Councillor), eight members of the public, and one member of the press were also present for part of the meeting.

84/09 CHAIRMAN'S ANNOUNCEMENTS

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

8509 APOLOGIES FOR ABSENCE

Cllr Jordan.

8609 MINUTES OF MEETING – 18 MAY 2009

The Chairman proposed that the minutes of the meeting be approved as a true and accurate record. Cllr Mrs James seconded the proposal. A vote was taken. (For: 10, Against: 0 Abstention: 0.)

Decision: The Minutes of the Annual Meeting on 18 May 2009 were agreed and signed as a true and accurate record.

Clerk

87/09 MATTERS ARISING FROM THE MINUTES – 18 MAY 2009

78/09 **57/09 - Finance & Policy Committee Meeting - 6 April 2009.** The Chairman referred to the minutes, and the two points that had been raised by Cllr Jordan. The Chairman explained the outcome and the action he had taken. In future, if members wanted specific questions minuted, they were to ask for that to be done.

The Chairman then referred to the debate about the new policy and procedures. To ensure there was no misunderstanding he proposed an amendment to paragraph 1.1; “this includes a grievance against a councillor, councillors, the Parish Council as a body, another employee or employees”. Cllr Mrs James provided further clarification, and then seconded the proposal. A vote was taken (For: 8, Against: 1 Abstention: 1). Cllr Croucher raised a question relating to exempt/confidential information. The Chairman said that the question would be dealt with during the exempt session.

The Clerk advised the Chairman that minute 57/09 had not been agreed. It was confirmed that the minute related to the earlier discussion. The Chairman proposed that the minute be agreed, which was seconded by Cllr Mrs James. The Chairman summarised his earlier explanation. A vote was taken (For: 8, Against: 0, Abstentions: 2).

Decisions: Paragraph 1.1 of the Grievance Policy and Procedures was to be amended to read “(this includes a grievance against a councillor, councillors, the Parish Council as a body, another employee or employees)”.

Clerk

Minute 57/09 was agreed.

Clerk

Cllr Mrs J Poole joined the meeting.

88/09 DECLARATIONS OF INTEREST

The Chairman read out the declaration. Cllr Mrs James said she had personal interests in Item 13 (Minute: 96/09). The Hampshire County Council (HCC) Devolved Budget Application, as she was married to the County Councillor to whom the grant was being made. The East Hampshire District Council (EHDC) Community Initiative Fund (CIF) grant because she was a District Councillor. The latter interest was not prejudicial because she would not be able to participate in the voting if it came to an EHDC committee on which she was sitting.

Cllr Hope declared a personal and prejudicial interest in Item 9 (Minute: 92/09) on the basis that occasionally, from time to time, he had people staying on a bed and breakfast basis that might also be attending Fabuliss events.

89/09 TO RECEIVE THE MINUTES/REPORTS OF COMMITTEE/WORKING GROUP MEETINGS

Finance & Policy (F & P) Committee Meeting – 1 June 2009. Cllr Austin-Olsen referred to the minutes and invited questions. The Clerk advised Cllr Austin-Olsen that a recommendation had been made that the funding for the Liphook Millennium Hall (LMH) paving should come from the Earmarked Reserve for Community Spending. Cllr Austin-Olsen proposed the recommendation, which was seconded by The Chairman. A vote was taken (For: 10, Against: 0, Abstentions:1).

There were questions and discussion about investments; Minute 35/09. Advice from Local Authorities, maximising interest, minimising risk, ease of access, guarantees, and drawing down without penalty were discussed.

Cllr Austin-Olsen proposed that the Minutes of the F&P Committee meeting of 1 June 2009 be accepted and the recommendations be adopted. Cllr Newman seconded the motion. A vote was taken (For: 11, Against: 0, Abstentions: 0).

Resolutions: The minutes were agreed.

Clerk

The cost of the paving at LMH was to be funded from the Earmarked Reserve for Community Spending.

Clerk

Planning Committee Meeting – 15 June 2009. Cllr Mrs James referred to the minutes, and invited questions.

Cllr Mrs James asked that the Minutes of the Planning Committee meeting of 15 June 2009 be accepted and the recommendations be adopted. The motion was seconded by Cllr Wilson. A vote was taken (For: 11, Against: 0, Abstentions: 0).

Resolution: Agreed.

Clerk

H, B & T Committee Meeting – 22 June 2009. Cllr Tough said it had been a long but useful meeting. Topics had been road safety issues raised by members of the village, problems with patient transport to hospitals, and taxi ranks. Cllr Tough said the last two items had been raised at the East Hampshire Transport Forum and some movement was expected on these issues.

Cllr Tough asked that the Minutes of the H, B & T Committee meeting of 22 June 2009 be accepted and the recommendations adopted. The motion was seconded by Cllr Amey. A vote was taken (For: 11, Against: 0, Abstention: 0).

Resolution: Agreed.

Clerk

Heritage Centre Working Party (HCWP) Meeting – 8 May 2009. Cllr Croucher referred to the minutes and invited questions.

Cllr Croucher asked that the Minutes of the HCWP meeting of 8 May 2009 be accepted and the recommendations be adopted. The motion was seconded by Cllr Tough. A vote was taken (For: 11, Against: 0, Abstention: 0).

Resolution: Agreed.

Clerk

Village Appraisal Working Party (VAWP) Meeting – 3 June 2009. Cllr Croucher referred to the minutes and invited questions.

Cllr Croucher asked that the Minutes of the HCWP meeting of 3 June 2009 be accepted and the recommendations be adopted. The motion was seconded by Cllr Hope. A vote was taken (For: 11, Against: 0, Abstention: 0).

Resolution: Agreed.

Clerk

90/09

MONTHLY REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE

Cllr Austin-Olsen reported that on Tuesday 23 June 2009, Cllr Newman had inspected and checked the receipts and expenditure for the period 1-29 May 2009 against the movement on the bank statements, and reconciled them against the balance sheet of 29 May 2009. Cllr Newman had also reviewed the Income and Expenditure Report against the budget, and signed the internal audit certificate. Cllr Austin-Olsen invited questions.

Cllr Austin-Olsen asked that the payments for June 2009 be approved. The proposal was seconded by Cllr Newman. A vote was taken (For: 11, Against: 0, Abstentions: 0).

Decision: The payments for June 2009 were approved.

Clerk

91/09 PUBLIC PARTICIPATION SESSION

Public Questions. None.

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

Public Participation. The Chairman invited questions from members of the public on items on the agenda under an adjournment:

Mrs Hoskins. I would like to ask the Council's permission for the next item (Item 9, Minute 92/09) to be brought forward before the public participation session so members of the public can comment on the proposals.

The Chairman. As it is the next item please do that now.

Cllr Hope left the meeting.

92/09 INVESTIGATION REPORT - FABULISS

The Clerk issued copies of the report to members of the public. Cllr Mrs James said that the investigation was a result of an article in the Daily Mail and the connection of the use of the LMH by Fabuliss as a venue. Although the booking was made by Mrs Linda Bryant, several websites had advertised by association the Liphook Millennium Centre (LMC) as a club in Liphook. Although Mrs Bryant had said it was not a club and had no members and was a private meeting, on the Fabuliss website it said there was an entry fee on the night, and come along.

Cllr Mrs James read out the recommendations, referring to the Hiring Conditions for points 1 and 2. Cllr Mrs James said she had been asked by Cllr Tough and Cllr Hope, the then Chairman and Vice-Chairman of the Council, to carry out an investigation into the use of LMC by Fabuliss after an the article appeared in a daily paper, and that was what she had done. A number of questions were raised by Mrs Hoskins concerning the recommendations:

Point 10 - Closing the curtains for all users? No; as stated in the recommendations, but could apply to any other users.

Point 8 - Why not allow venue address on their website? Investigation was asked for on 2 February, and the Fabuliss address at the LMH has now been removed.

Point 4 - Non use of bar? Came to my attention during the investigation; recommendation for LMCMC to look at.

Recommendations - Application to all hirers of the LMC? Recommendations arose out of the investigation into Fabuliss; example used in relation to licensing of entertainment, and licence requirements. Points 1 and 2 and other points would relate to any hirer. The terms of the investigations were to report whether the hiring was in accordance with the policy and procedures of the Parish Council, whether it was in accordance with the rules and regulations for the hire of the rooms, and whether the arrangements had been adequate.

Point 5 - Would point 5 apply to anybody in the public area? Would apply to everybody; example given where all the rooms would be used.

Mrs Bryant. My husband and I have never intended to mislead the Parish Council in way. We considered that the meetings were private events because we invite friends to come along and they pay their share. As far as licences are concerned, I assume I was naïve. If someone had spoken to me a year ago that this was needed, we would not be having this conversation. If someone had not stitched us up to the Daily Mail this would not have happened. We do not want to be moved from the LMH.

Cllr Mrs James/The Chairman. Thank you because you were very easy to interview. There has never been any intention or agenda for you to leave the LMH. We want to protect you and ourselves. Because something happened, I was asked to investigate to ensure that this does not happen again. Whipping things up on the website does not help.

Cllr Tough. There were no problems when I have done duties. I closed the curtains when there were jobs outside the building. I hope the recommendations will go to the Liphook Millennium Centre Management Committee (LMCMC) due to their technical nature.

Cllr Easton. My understanding is that the special licence is the responsibility of the venue.

The Chairman re-convened the meeting. Members questioned and discussed the licensing of events/adult entertainment with reference to websites, the nature of the recommendations and how to deal with them, the licensing requirements under the hire conditions, the meaning of councillors not being involved on a personal basis, and registration of interests to aid transparency.

Cllr Tough proposed that the recommendations should be referred to the LMCMC and reported back to the Parish Council. This was discussed. Cllr Croucher seconded the proposal. Cllr Mrs James said she would abstain on the vote because she carried out the investigation for the Parish Council, not the Chairman of the LMCMC. A vote was taken. (For: 9, Against: 0, Abstention: 1).

Decision: The Fabuliss Report recommendations were referred to the LMCMC with a report then being made to the Parish Council.

Clerk

Cllr Hope re-joined the meeting.

93/09 JOINT STAFF LIAISON TEAM

The Motion: “This Council agrees the Terms of Reference for the Joint Staff Liaison Team”.

The Chairman proposed the motion which was seconded by Cllr Austin-Olsen. The Chairman said this went back to last year; the document had been prepared by Cllr Tough and Cllr Jordan. It was confirmed that the Clerk had only commented on the draft. The type of issues which would arise under paragraph 5, and whether there were enough people on the team was discussed. A vote was taken on the motion (For: 11, Against: 0, Abstentions: 0).

Resolution: Agreed.

Clerk

94/09 CRIME REDUCTION ENVIRONMENT WEEK (CREW) - LIPHOOK

The Motion: “This Council agrees to let East Hampshire District Council (EHDC) use the Village Green free of charge for a mini CREW day in Liphook on Thursday 23 July, and to provide up to £300 for the cost of food.”

The motion was proposed by Cllr Tough, and seconded by Cllr Wilson. Cllr Tough explained the background to holding of the CREW, with a local day in Liphook when young people would be able to participate in events. The LMH had been booked, but the use of the Village Green had been requested for Football Training. A BBQ was planned for the middle of the day for the young people attending, and it would be a good idea if the Parish Council covered the cost. It was important part of supporting young people in the village.

There was discussion over what was felt to be a youth orientated event, the provision of publicity, and the financial contribution which could come from Youth Project funding or reserves. A vote was taken on the motion (For: 11, Against: 0, Abstentions: 0).

Resolution: Agreed.

JT

95/09 DEVELOPERS' CONTRIBUTIONS

Members considered the projects list. There were questions and discussion over the rules for Developers' Contributions, the availability for funds for Station Accessibility which was unlikely to be forthcoming for several years yet, the new proforma provided by EHDC, what would be submitted to EHDC, and the priorities. Members were informed that only two local councils had “shopping lists” one of which was Liphook.

The Clerk reminded members of the recent correspondence from Mr Philips at EHDC which had been circulated previously. This requested a list of open space/recreational projects to be submitted to EHDC by 1 September. The Parish Council would need to agree those projects by 27 July. Reference was made to a Football Club project; there was discussion over the process, priorities, and what the Parish Council needed to do. When asked, The Clerk said he would be grateful for responses by 17 July.

The Chairman explained the need for funds for Liphook United Football Club so they could maintain their level in the league, and not lose players. The Chairman said that about £10,000 of Developer's Contributions were required, as shown on page 2 of the projects list. The Clerk advised that the bid needed to be submitted as soon as possible so the facilities were available for the start of the season, and EHDC requirements were met. This was discussed.

The Chairman proposed that the projects list be agreed. Cllr Mrs James seconded the proposal. A vote was taken (For: 11, Against: 0, Abstentions: 0).

The Chairman proposed that members submit their list of Open Space and Recreational projects to the Clerk by 17 July, so the Parish Council could consider a submission to EHDC on 27 July. Cllr Wilson seconded the proposal. A vote was taken (For: 11, Against: 0, Abstentions: 0).

The Chairman proposed that a release of £10,000 of Developers' Contributions for Open Space should be sought for the Football Club hard standing and rails. Cllr Mrs James seconded the proposal. A vote was taken (For: 11, Against: 0, Abstentions: 0).

Decisions: The project list was agreed.

Clerk

£10,000 was to be sought from Developers' Contributions for Open Space to fund the railing and hard standing for the Football Club.

Clerk

Members were to submit their Open Space and Recreational projects to the Clerk by 17 July, so that the Parish Council submission to EHDC could be considered by the Parish Council on 27 July.

All Cllrs

96/09 HERITAGE CENTRE - GRANT APPLICATIONS

HCC, Devolved Budget Grant Application. Cllr Croucher reported that it had been discovered at a late date that the application was closing at the end of February. The application was filled in and submitted, and eventually a copy was given to the Parish Office. Nowhere, as he understood, was it shown in Parish Council papers that the Parish Council had agreed it. That was why he had asked any councillor that was not au fait with the application to come in and see it.

EHDC, CIF Grant Application. Cllr Croucher reported that the same applied to the CIF grant, although in this case the application could be submitted to Parish Council prior to the Heritage Centre who were making the submission, to the Clerk, and to councillors, to make sure the Parish Council were happy with the application.

Cllr Croucher said that his request was that the Parish Council vote that both the applications should be made.

There were questions and discussion over which councillors had seen the application, whether the application should be voted on when the majority of councillors had not seen it, and the lack of expenditure detail in the HCC application. The Clerk advised that any application made by the Parish Council ought to be submitted to the Parish Council to be studied and considered at a meeting unless otherwise delegated, before the application was sent to the external body. Cllr Croucher said that the CIF was being made by the Preservation Society. The Clerk advised members that the CIF application document was in the name of the Parish Council; Cllr Croucher confirmed that was correct.

There was further discussion over quotes, how the costings had been arrived at, the reason for the agenda item, the removal of sensitive information and circulation of documents to the

Parish Council, the time frame, how EHDC would deal with the application, community presentations, and on going costs.

Cllr Tough referred to his proposal that the CIF document should be circulated to all councillors, the sensitive information having been removed. The Clerk advised that the information provided was not sensitive/confidential less Appendix 3 which contained personal data. He had sought advice on this from the Information Commissioner's Office. Cllr Croucher said he disagreed. They had taken professional advice about whether the data was useful to a third party that was involved in the possible tendering list, and it was advised that it could be or would be useful. Cllr Croucher confirmed that the architect, Mr Adrian Bird, had provided the advice. The provision of information for the EHDC submission, and the advice provided by the District Council Officer was discussed further.

Cllr Tough proposed that the CIF document be circulated with the sensitive information removed. The nature of the sensitive/confidential information, the non-availability of the documents to councillors at the meeting, and amending the proposal made by Cllr Tough were discussed further.

Cllr Tough proposed that the application for the CIF grant be circulated as a confidential document to all councillors and considered in an exempt session. Cllr Amey seconded the proposal. A vote was taken on the motion (For: 10, Against: 0, Abstention: 1).

Decision: The application for the CIF grant was to be circulated as a confidential document to all councillors and be considered in an exempt session at the Parish Council Meeting on 27 July.

Clerk

97/09 REPORTS/REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Age Concern. Mr Heyes apologised in advance for giving councillors information they might already have. He issued a copy of the local Age Concern information leaflet. Mr Heyes said that Age Concern Liphook was an autonomous organisation run by volunteers raising their own funds as well as using other sources. Mr Heyes said he had attended the Half Yearly meeting at Winchester which had included a show case on "Day Care". It had included a very good play which he described. Mr Heyes said he was pleased to discover that Age Concern Hampshire was campaigning to bring back the link between average national earnings and state pensions; he provided statistics on earnings, pension, and poverty. Mr Heyes said he would report further, and referred to future problems such as the merger of Help the Aged and Age Concern to save money. He would be attending the local Age Concern AGM. Mr Heyes invited questions.

Mr Heyes confirmed the Age Concern AGM would take place on Wednesday 8 July at 7.00pm at Fletchers House - Contact Mrs Greaves. The Chairman thanked Mr Heyes for his report which was appreciated.

The Chairman adjourned the meeting for a 5 minute recess; the meeting was then re-convened.

98/09 EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS

The Motion: “This Council resolves to exclude members of the public and the press for Item 13 (if it is required) and Item 14 -15, 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, seconded by Cllr Amey. A vote was taken (For: 11, Against: 0, Abstentions: 0).

Decision: Agreed.

ITEMS CLASSIFIED AS EXEMPT

The Chairman made a short statement to members. Cllr Amey, Cllr Austin-Olsen, Cllr Tough, Cllr Mrs James, and Cllr Wilson registered their support to the statement.

99/09 MATTERS ARISING FROM THE MEETING TO BE DISCUSSED IN AN EXEMPT SESSION

Item 4 (Minute 87/09 - Matters arising from the Minutes 18 May 2009. The Chairman referred to his discussion with Cllr Jordan, and reiterated the amendment. There was discussion and clarification over the agreement of the new Grievance Policy and Procedures and the reason for the words that had been included. The Chairman proposed the amendment be agreed (see Minute 87/09). The proposal was seconded by Cllr Tough. A vote was taken (For: 8, Against: 1, Abstentions: 2).

The Chairman proposed that Parish Council Minute 57/09 be agreed, which was seconded by Cllr Mrs James. A vote was taken (For: 8, Against: 1, Abstentions: 2).

Decisions: Paragraph 1.1 of the Grievance Policy and Procedures was to be amended to read “(this includes a grievance against a councillor, councillors, the Parish Council as a body, another employee or employees)”. **Clerk**

Minute 57/09 was agreed. **Clerk**

100/09 EMPLOYMENT MATTERS

The Chairman gave a verbal update to members concerning the decisions made during the exempt session on 30 March and 27 April 2009. He explained some complications that had arisen and discussions that would be needed. A number of questions were raised and discussion followed.

The Chairman proposed a motion which was seconded by Cllr Austin-Olsen. The Chairman explained the background to the motion. There were questions and discussion on the document at Enclosure 1 to the Appendix 4. A vote was taken (For: 7, Against: 1, Abstentions: 3).

Decision: The motion was agreed (see Appendix 4 of the Parish Council, agenda of 29 June 2009 - EXEMPT). **NN**

Cllr Croucher expressed his views to the Chairman, and the Chairman responded, and discussion followed. Members were asked to return their forms to the Chairman by 13 July.

101/09 SCOUTS & GUIDES LEASES

The Chairman proposed a motion which was seconded by Cllr Mrs James. There was discussion over the schedule of dates. The Clerk advised over a point of detail, and provided information to members. There was further discussion. A vote was taken (For: 7, Against: 2, Abstentions: 2).

Decision: The motion was agreed (see Appendix 4 of the Parish Council, agenda of 29 June 2009 - EXEMPT). NN

102/09 SPORTING & RECREATIONAL FACILITIES

Cllr Mrs James briefed members on the situation regarding the provision of Sporting and Recreational Facilities in Liphook. There were questions and discussion over the matter. Cllr Mrs James made a proposal which was seconded by Cllr Newman. A vote was taken (For: 11, Against: 0, Abstentions: 0).

Decision: The Parish Council agrees to the sighting of the future sporting and recreational facilities and moves forward to public consultation. AJ
NN

CONCLUSION – This concluded the business of the meeting at 11.05pm
Confirmed at the meeting held on 27 July 2009
Signed
Chairman