



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 30 JUNE 2008

MINUTES

PRESENT WERE: Dr J Tough (Chairman), Mr G Amey, Mr M Croucher, Mrs B Easton, Mr N Everett, Mrs A C James, Mr N Newman (Parish Councillors). Mr A Groves (Clerk). One member of the press was present.

95/08 CHAIRMAN'S ANNOUNCEMENTS

Preliminaries. Mobile phones, fire exits, loop system, tape machine.

96/08 APOLOGIES FOR ABSENCE

Cllr Murray, Cllr Jordan, Cllr Wilson, Cllr Young.

97/08 MINUTES OF MEETING – 19 MAY 2008

The Clerk informed The Chairman that Cllr Miss Young's name had not been included in the list of councillors at Minute 83.2. The status of Cllr Amey in relation to his resignation from the Planning Committee was briefly discussed.

Decision: The minutes of the meetings were agreed and signed as being a true record subject to Minute 83.2 being amended to include Cllr Miss Young.

Clerk

98/08 MATTERS ARISING FROM THE MINUTES – 19 MAY 2008

85.08 Election of Representatives. The Clerk confirmed that Mr Atherden had agreed to continue as the representative on the Bohunt Management Committee.

99/08 DECLARATIONS OF INTEREST

The Chairman read out the need to make declarations, as set out on the agenda paper.

100/08 TO RECEIVE THE MINUTES/REPORTS OF COMMITTEES/WORKING GROUP

MEETINGS

Finance & Policy Committee Meeting – 2 June 2008. Cllr Mrs James reported that the Internal Audit report had been considered and three grants had been agreed. Cllr Mrs James invited questions. The Internal Audit report was discussed. It was confirmed that the exempt items would be dealt with in the exempt session (Minute 107/08).

Cllr James asked that the minutes of the F&P Committee Meeting of 2 June 2008 be accepted and the recommendations be adopted. A vote was taken (For: 7, Against: 0, Abstention: 0).

Resolution: Agreed.

Clerk

Planning Committee Meeting – 9 June 2008. Cllr Mrs James referred to the minutes. There were minor amendments to the Liphook Service Station application and a pre-amendment decision had been made by EHDC. The Woolmer Gate application was due to be considered by the South Planning Committee on Thursday 3 July and no objections had been made. The OSU site appeal had taken three days, with Cllr Croucher speaking on the first day, and Cllr Mrs James speaking on the third day. The appeal outcome was awaited, and the appeal had been challenging. The outcome of the appeal, the close living apartments, and the affordable housing on the site were briefly discussed.

Cllr Mrs James asked that the minutes of the Planning Committee meeting of 9 June 2008 be accepted and the recommendations be adopted. A vote was taken (For: 7, Against: 0, Abstentions: 0).

Decision: Agreed.

Clerk

Highways, Byways, and Transport Committee Meeting – 16 June 2008. The Chairman said that the minutes had not been completed and would be considered at the next meeting. The Byways visit was discussed.

Heritage Centre Working Party – 20 May 2008. The Chairman said that there had been additional meetings. Cllr Croucher confirmed that they had been held on 4 June and 18 June. Cllr Croucher referred to the minutes and invited questions. Cllr Everett requested a copy of the Appendix which was not attached to the minutes. Cllr Croucher reported that the other two meetings had “topped and tailed” the lottery application, which he confirmed had been dispatched on Thursday 26 June and its receipt had been confirmed on Monday 30 June.

Cllr Croucher asked that the minutes of the Heritage Centre Working Party meeting of 20 May 2008 be accepted and the recommendations be adopted. A vote was taken (For: 7, Against: 0, Abstention: 0).

Cllr Newman asked if itemised costings had been presented to the Council, Cllr Croucher said they had not, but would be available, and that the only commitment was the £6,000 earmarked in the Parish Council accounts. The Chairman referred to the comments made by Cllr Murray at page 3 of the minutes (HCWP Minute 37/08) and the decision that there should be a formal presentation. The Clerk asked if a document had been sent out from the Council, because he had not seen it. Cllr Croucher said that an application form had gone out signed by the Chairman. The Clerk said he was not aware of a decision having been made for the application form to be signed by the Parish Council nor had they seen it. This

was discussed; the Clerk advised that if that was the case then an unlawful decision would have been made. The nature of public and Parish Council consultation, the provision of a definitive report, the Terms of Reference of the Working Party and decisions made by the Working Party, and the confusion over what was happening were all raised or discussed. The Chairman said that a full report was to be made at the September meeting, and the application should be made available although it had already been submitted. The Chairman said the Council had not been put in a position where any decisions could be made.

Decisions: The minutes were agreed.

MC

Village Appraisal Working Party – 10 June 2008. Cllr Everett reported that the replies had been opened and sorted at the meeting. He thanked everybody involved, and said there had been just over a 40% response; this and the smooth organisation was discussed.

Cllr Everett asked that the minutes of the Village Appraisal Working Party meeting of 10 June 2008 be accepted and the recommendations be adopted. A vote was taken (For: 7, Against: 0, Abstention: 0).

Decision: The minutes were agreed.

NE

101/08 REPORT FROM THE CHAIRMAN OF THE F&P COMMITTEE

Cllr Mrs James reported that on Tuesday 24 June 2008, Cllr Newman had checked the invoices, the receipts and payments, the balance sheet, carried out a reconciliation, reviewed the budget, and signed the internal audit certificate. Cllr Mrs James invited questions. Cllr Mrs James asked that the payments for 1-26 June 2008 be approved. A vote was taken (For: 7, Against: 0, Abstention: 0).

Decision: The payments for 1-26 June were approved (see Appendix 1).

Clerk

102/08 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. None.

103/08 ANNUAL RETURN – YEAR ENDED 31 MARCH 2008

The Motion: “This Council approves Section 1 (Statement of Accounts) of the Annual Return for the Year ended 31 March 2008 and that it should be signed on behalf of the Council by the Chairman”.

The Chairman proposed the motion, which was seconded by Cllr Mrs James. Cllr Mrs James explained how the difference between Box 7 and Box 8 had been calculated. A vote was taken (For: 7, Against: 0, Abstention: 0).

Resolution: Agreed.

JT

The Motion: “This Council approves Section 2 (Annual Governance Statement) of the Annual Return for the year ended 31 March 2008, and that it should be signed on behalf of the Council by the Chairman and the Clerk”.

The Chairman proposed the motion, which was seconded by Cllr Newman. A vote was taken (For: 7, Against: 0, Abstention: 0).

Resolution: Agreed.

**JT
Clerk**

The Motion: “This Council approves the Annual Return for the year ended 31 March 2008 and for it to be forwarded to the Audit Commission”.

The Chairman proposed the motion, which was seconded by Cllr Amey. A vote was taken (For: 7, Against: 0, Abstention: 0).

Resolution: Agreed.

Clerk

104/08 YOUTH FACILITIES WORKING PARTY

The Motion: “This Council approves the establishment of a Youth Facilities Working Party to consider and advise the Council on Youth Facilities within the Parish, and how these should be progressed in the future. The Working Party should report to the Parish Council”.

The Chairman proposed the motion, which was seconded by Cllr Newman. The Chairman explained that the reason he had put this forward was because there was no opportunity at the moment for discussing the provision of youth facilities. The Chairman said he and Cllr Newman were attending meetings and they were being pressed to come to decisions. The Working Party would advise how to take “youth” forward. In the short term the Working Party would comment on proposals, and in the longer term, on whatever the Working Party recommended.

There was discussion on the output from the Parish Survey, other surveys, the use of the Parish Plan group, with reference to grants and funding opportunities. Cllr Everett raised the Terms of Reference (TOR) and composition of the Working Party, and the interaction with the various forums; the fora and the work of the Hampshire Youth Service workers were discussed. The Chairman said that the TOR would be presented to the next meeting; the composition of the Working Party was discussed. A vote was taken on the motion (For: 7, Against: 0, Abstention: 0).

Resolution: Agreed.

JT

105/08 REPORTS/REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Rail Users Group Meeting – 10 June 2008. The Chairman reported that he had taken over the chairmanship of the Rail Users Group. The Chairman explained the background to the name of the group. The Chairman said that the concerns had been raised over the diverting of the Bordon-Liphook rail link route, which he described. This was being looked into.

Midhurst Road Priority Meeting – 10 June 2008. The Chairman explained the area covered by the Midhurst Priority Meeting, and that the meeting was multi-agency. One of the concerns was security at the Liphook Millennium Centre, although there had only been two incidents in six years. The Council had been asked if the CCTV system and its coverage could be improved. A site visit had been made with the police, and a supplier had been asked to provide a quote which came to £18,425. The Chairman outlined what would be provided within the quote. Liz Panton (Community Project Worker (Development), EHDC) had said that funding might be available for the upgrade. The Chairman felt that the minimum requirement was for the replacement of the cameras with colour cameras using the current wiring, with the feed going into a computer or recorder in the office. The Chairman suggested that the cost be identified. The consideration of the matter by the LMCMC, how the CCTV would be used, the usefulness of the upgrade, providing recording equipment for the current cameras, funding, the discouragement of using such surveillance equipment by the government, legal aspects, and insurance implications were all raised or discussed.

Core Strategy: Shaping Liphook 2026 – 23 June 2008. The Chairman said that four councillors, one County Councillor and six EHDC officers had attended. The meeting was felt to have been useful and some of the comments made appeared to be new to the EHDC officers. The non-involvement of members of the community was raised; it was explained that the meeting was for local councillors only.

Community First East Hampshire (CFEH). The Chairman said that he attended the CFEH meeting as a member of the St John Ambulance. He proposed that he should be the Parish Council representative on CFEH. Cllr Croucher said he attended the meetings on behalf of the Peak Day Centre and could help the Chairman if necessary. The role of the CFEH was explained. A vote was taken on the proposal (For: 7, Against: 0, Abstention: 0).

Decision: Cllr Tough was to be the Parish Council representative on CFEH.

JT

Midhurst Road Priority. The Chairman proposed that he should be the Parish Council representative on the Midhurst Road Priority. A vote was taken (For: 7, Against: 0, Abstention: 0).

Decision: Cllr Tough was to be the Parish Council representative on the Midhurst Road Priority.

JT

106/08 EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS

The Motion: “This Council resolves to exclude members of the public and the press for Item 13 (if it is required) and Item 14, 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 which was seconded by Cllr Mrs James. A vote was taken (For: 7, Against: 0, Abstentions: 0).

Resolution: Agreed.

ITEMS CLASSIFIED AS EXEMPT

107/08 MATTERS ARISING FROM THE MEETING THAT REQUIRE TO BE DISCUSSED IN AN EXEMPT SESSION

F&P Committee Meeting – 2 June 2008.

38/08 **Employment Matters.** Cllr Mrs A James reported on the decisions made at Minute 30/08 of the exempt session of the meeting. The advertising for the Asst Clerk post and response was briefly discussed. Cllr Mrs James put a recommendation from the F & P Committee to the Council, in the form of a motion, which was seconded by Cllr Newman. Cllr Croucher declared a non-pecuniary interest. The Clerk advised the meeting that there was no such thing as a non-pecuniary interest. Cllr Croucher declared a personal interest. Cllr Mrs James explained the reason for the recommendation. The current situation over the notes of the meeting, decision point 1 (a) were raised and explained. Cllr Easton questioned whether the Parish Council meeting being held was quorate. The Chairman confirmed that the meeting was quorate. Cllr Mrs James repeated the recommendation. The matter was discussed further. Cllr Mrs James reported on the remaining decisions set out in the Minute 30/08; decision point 2 was discussed. A vote was taken on the motion. (For: 4, Against: 0, Abstentions: 3).

Decision: The recommendation was agreed; a letter was to be written to the employee.

Parish Council Meeting – 19 May.

83/08 **75/08 - Matters Arising.** Legal advice had not been received; the Chairman said this would be pursued.

108/08 STAFF MATTERS

Clerk's Representatives Meeting. The Chairman said that a meeting had not been held although a meeting had been requested. The Clerk explained the reason why, and the Chairman reported that this aspect was due to be discussed at an additional F&P Committee meeting.

Parish Office Staff Meeting. No meeting had been held. The closing date for the Asst Clerk post applications (30 June) and the interview date (undecided) were raised.

CONCLUSION – This concluded the business of the meeting at 10.00 pm

Confirmed at the meeting held on 28 July 2008

Signed

Chairman