

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 19th February 2018.

Members

* Mr R Hargreaves (Chairman), *Mr K Budden, *Mr D Dodds, *Mrs S Halstead, Mr D Jerrard, *Mr H Linsley, *Mr F MacNamara, *Mrs L McDonald, *Mr B Mayo, *Ms K O'Malley, *Mr A Smith & *Ms A Wright.

* Present

Clerk: S. Smith

In attendance: District Councillor Mr M. Kendall and one member of the press.

There were no members of the public in attendance.

17/18 Apologies

Members accepted apologies from Councillor Mr D. Jerrard and County Councillor R. Oppenheimer.

18/18 Declarations of interests

None declared.

19/18 Chairman's announcements

The Chairman advised that a new RFO, Jan Allen, had been appointed and would take up post on 1st March. This provided for a handover with the existing RFO, Dick Bowery, who was due to leave on 28th March.

20/18 Adjournment for public participation

There were no members of the public present.

21/18 Report from County Councillor

No report had been received.

22/18 Reports from District Councillors

District Councillor Mike Kendall reported that a 0% increase had been agreed for EHDC Council Tax in 2018. The need to cut back to sustain services without a rate increase meant that EHDC Cabinet Community Grants had been abolished and that a review of individual councillor grants would be undertaken. He noted that Liss Parish Councillors had made good use of District Councillor funds as Liss District Councillors were amongst the few to donate all of their allocations. Lastly, Cllr Kendall noted that there would be a further meeting of the Flood Action Group the following day which would meet with representatives of the Environment Agency. It was hoped that new consultants would be engaged shortly to take forward the work required.

District Councillor Keith Budden added that the full budget would be formalised by Council on the 22nd. He noted that this year would see a 2% increase in pay for EDHC staff in order to progress the commitment to securing the living wage for all employees.

23/18 Minutes of the meeting of 15th January 2018

Resolved: That the minutes of the Council meeting of 15th January 2018 be accepted as a correct record (proposed by Cllr Linsley and seconded by Cllr McDonald).

24/18 Matters Arising

- i) Minute 174/17: Position on acquisition of green spaces - The Chairman advised that a meeting had taken place between himself and cllrs Dodds, Halstead and Smith with a view to establishing some general principles. The Chairman would circulate draft in due course.
- ii) Minute 176/17: EHDC Collection Timetables – The Clerk advised that the LPC letter expressing disappointment at the delays had now issued. Cllr Budden added that it had been recognised by EHDC that the delays were unsatisfactory and that Biffa had since been asked to come up with a timetable for distribution by the end of September this year.
- iii) Minute 13/18: First World War Commemorations – The Clerk advised that she would enquire about the plans of the British Legion as soon as the relevant contact had returned from his travels.
- iv) Minute 13/18: Use of official e-mail addresses - The Clerk advised that HALC had advised that it is their strong advice to use official .gov.uk e-mail addresses and that the issue was covered in their data protection course. In response to further concerns expressed by Cllr Linsley, the Clerk proposed that Cllr Linsley attend the relevant course and offered to provide details.

25/18 Responsible Finance Officer's Report

The Responsible Finance Officer's report was discussed and the Clerk responded to questions raised.

Resolved: That the payments and receipts recorded in Responsible Finance Officer's Report, proposed by Cllr Mayo and seconded by Cllr Budden, be approved.

26/18 Correspondence

The Chairman noted that the further consultation on electoral review in East Hants contained amended proposals for Alton, Horndean and Rowlands Castle and did not specifically relate to Liss. It was noted, however, that there had been no conclusion relating to Liss.

27/18 Reports of Committees

- Planning Committees

The Chairman gave a review of the minutes and highlighted concerns regarding the lack of a parking policy covering the Park. It was agreed that the issue should be raised at EHAPTC to ensure that other parishes within the Park are aware with a view to pursuing a collective position;

Resolved: That the draft minutes of the Planning Committees of 22nd January and 12th February 2018 be noted.

- Review Committee

The Chairman highlighted that policies on Community Engagement and Risk Management had been approved. The policy adopted on Risk Management was required in order to pursue the Local Council Award Scheme accreditation and the Chairman added that this policy would require some further work at a later date.

Resolved: That the draft minutes of the Review Committee of 5th February 2018 be noted

27/18 Financial Framework

The Chairman of the Finance Committee proposed the motion:

“That Liss Parish Council approves:

- The Statement of Internal Control for 2017/18;
- The Financial Risk Assessment for 2017/18;
- The Investment Policy for 2018/19;
- The appointment of Lightatouch as internal auditor for both the main and charities accounts for 2017/18.

The Chairman of the Finance Committee explained that the measures related to internal control and that it was a requirement that the measures were signed off prior to the end of the year. No substantive changes to the measures had taken place and approval was sought that Council were content that the necessary financial controls had been applied.

The motion was seconded by Cllr Linsley with all in favour.

Members discussed the need for a review to the Investment Strategy due to increased cash flow during the proposed Pavilion project. It was agreed that this would be considered at the next Finance Committee.

28/18 Local Council Award Scheme Accreditation

The Chairman proposed the following motion:

“That Liss Parish Council resolves (a) that it publishes online all the documentation listed in the report attached at Appendix A; (b) that it has the policies and procedures required for Local Council Award “Foundation” level”; and (c) to submit an application for the Foundation Level award.”

The Clerk explained that the Foundation Award demonstrates that a council meets the minimum requirements for operating lawfully and according to standard practice. This covered the areas of governance, community engagement and development, aspiring to best practice and continued improvement.

The Clerk confirmed that no annual review was necessary to maintain the Award and that the aspiration was then to work towards the higher level Quality Award; this would require a reassertion of the Foundation level standards in addition to further criteria demonstrating good practice in these areas.

The motion was seconded by Cllr Smith with all in favour.

29/18 Implementation of the Liss Neighbourhood Plan

The Chairman proposed the following motion:

"That following the completion of work on the Liss Village Neighbourhood Development Plan and its final approval by the South Downs National Park Authority the Liss Parish Council expresses its grateful thanks to all those in the village who have contributed to producing the plan. The Council recognises the particular contribution the neighbourhood plan steering group and its chairman, Sir John Dunt in very successfully directing the work, but also the enthusiasm and hard work of all those who took part in the working groups or made other contributions to the plan."

In response to a query, the Chairman advised that Neighbourhood Plans should be revised every five years in order to maintain the level of weight given to the Plan as planning guidance.

Resolved: That the motion (seconded by Cllr Budden with all in favour) be agreed.

30/18 Matters of Concern

No issues were raised.

31/18 Reports on Outside Bodies

Cllr Halstead had attended a meeting at the Triangle and noted that HCC had been slow in responding to requests for grants for the roof.

Cllr MacNamara noted that the Coryton Alms Houses Committee would be considering applicants for the current vacancy shortly.

Cllr Linsley had attended meetings with the NCPFT but nothing in particular to report.

Cllr Wright had attended a meeting of the LFRA and noted that they were keen to address the perceived speeding issue as well as advance improvements to the play area.

Cllr Budden had attended a meeting of the Friendship Fund and encouraged Members to assist in raising awareness of the Fund. It was thought that as use of the food bank had increased it was likely that the fund could assist recipients in other ways.

The Chairman had spoken to Liphook about undertaking a Neighbourhood Plan and was due to speak to Greatham Parish Council on the same issue on 9th April.

32/18 Exclusion of the press and public

Resolved: That the press and public be excluded from the meeting due to the confidential nature of the remaining business.

Cllr Kendall and the member of the press left the meeting.

33/18 Exempt item: Pavilion project update.

34/18 Extension of meeting

The Chairman, seconded by Cllr Mayo, proposed an extension to the meeting of no more than thirty minutes and Members agreed.

35/18: Exempt Item: Consideration of the Villager of the Year award

The Chairman closed the meeting at 21.38 hrs

Next meeting: Monday 19th March 2018 19.30hrs