

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 20th May 2019.

Members

*Mr R Hargreaves (Chairman), *Mr K Budden, *Mr D Dodds, *Mrs C. Edwards, *Mr I. James, *Mr D Jerrard,
*Mr H Linsley, *Mrs L McDonald, *Mr A Smith & Mr N. Wilson.
* Present

Clerk: S. Smith

In attendance: Liz Ford, Responsible Finance Officer and one member of the press.

78/19 Election of Chairman

Resolved: Cllr Hargreaves, proposed by Cllr Jerrard & seconded by Cllr Linsley, was unanimously elected as Chairman for the ensuing Council year.

Cllr Hargreaves signed the acceptance of office form.

79/19 Election of Vice Chairman

Resolved: Cllr Budden, proposed by Cllr Smith & seconded by Cllr Dodds, was unanimously elected as Vice Chairman for the ensuing council year.

80/19 Apologies

Members accepted apologies from Cllr Wilson. County Councillor Oppenheimer had also sent his apologies.

81/19 Declarations of interests

Cllr McDonald noted an interest in the authorisation of payments in the Responsible Finance Officer's Report as she was a recipient of a payment. Cllr Smith also noted an interest given that his wife, the Clerk, was also a recipient of a payment.

82/19 Committee Structure

The Chairman noted that the existing committee structure had been circulated to Members. He advised that as the Pavilion Committee had been set up to deliver the Pavilion project, achieving project completion meant this committee would now be dissolved. The running of the Pavilion would now come under the remit of the Buildings Committee. The Chairman proposed that the Buildings and Grounds Committees be combined to form a Facilities Committee as had been the case in the past. Members agreed. The Chairman noted the need to amend wording of the Standing Orders accordingly.

The Chairman acknowledged that work on community engagement and some other issues such as environmental issues had no specific committee and Cllr James noted the lack of a community services committee. The Chairman noted that the committee structure was not set in stone and could be further amended as required.

83/19 Appointments to Committees

Resolved: The following appointments to Committees, proposed by Cllr the Chairman & seconded by Cllr Howard, were agreed unanimously:

Planning Committee: Cllr Hargreaves (ex-officio), Cllr Budden (ex-officio), Cllrs Edwards, Jerrard, Linsley & Wilson.

Highways Committee: Cllr Hargreaves (ex-officio), Cllr Budden (ex-officio), Cllrs Dodds, James, Jerrard, Linsley, McDonald & Smith.

Facilities Committee: Cllr Hargreaves (ex-officio), Cllr Budden (ex-officio), Cllrs Dodds, James, Jerrard, Linsley & Smith.

Finance Committee: Cllr Hargreaves (ex-officio), Cllr Budden (ex-officio) Cllrs Dodds, Linsley, McDonald & Smith. The Chairmen of the Facilities & Highways Committees would also sit on the Finance Committee.

Review Group for Standing Orders, Procedures & Agreements with third parties: Cllr Hargreaves (ex-officio), Cllr Budden (ex-officio), Cllrs Linsley & McDonald.

Staff Employment Matters Committee: The Chairman of the Council, the Vice Chairman of the Council, the Chairman of Finance & Cllr Linsley.

84/19 Appointment of representatives to Outside Bodies and External Appointees

Resolved: The following appointments, proposed by Cllr Hargreaves and seconded by Cllr Howard, were agreed unanimously:

The Newman Collard Playing Field & Pavilion Trust: Cllr Linsley & either Cllr MacNamara or Mayo (to be confirmed).

Liss Community Association (The Triangle): Cllr Wilson.

East Hampshire Association of Parish & Town Councils: All Members are invited to attend meetings of the Association.

Coryton Almshouses: Cllrs Budden, Jerrard & Linsley,

Rake Village Hall Management Committee: Cllr Linsley.

Liss, Greatham & Hawkley Friendship Fund: Cllr Budden & Mrs Elizabeth Cartwright.

The Dorothea & Mary Cole Foundation: Cllr McDonald.

Crossover Youth Centre: Cllr Edwards.

The George Street Trust: Mrs M Keel.

Longmoor Rural Community Partnership Meeting : Cllr Linsley (Cllr Jerrard would also be added if two appointees were permitted – the Clerk would clarify).

Tree Warden: Mark Welby.

Members noted the continued importance of feedback from external (non-councillor) representatives to outside bodies. The Clerk would check requirements for LPC representation at HALC.

85/19 Chairman's announcements

The Chairman welcomed the new councillors, Cllr Cyndi Edwards and Cllr Ian James, and the new Responsible Finance Officer, Mrs Liz Ford.

The Chairman highlighted that the official opening of the new Liss Pavilion had taken place the previous Friday, 17th May 2019, and noted that the facility was now fully open for business.

86/19 Adjournment for public participation

The meeting was adjourned for any public participation.

There were no matters raised.

The meeting was then reconvened.

87/18 Report from County Councillor

County Councillor Russell Oppenheimer had reported that his priority over the coming year would be to get traction on the project to reinforce the courtesy crossings in Liss village centre. He also expressed a desire to work closely with the Highways Committee to drive forward this important project.

88/18 Reports from District Councillors

District Councillor Mr Budden advised that with effect from 16th May 2019 he had been appointed Chairman of EHDC for the coming year. Members expressed their congratulations to Mr Budden.

Cllr Budden advised that he would continue to sit on the NHS South East Hampshire Clinical Commissioning Group (CCG). He advised that the political make-up of EHDC had changed quite substantially in the elections; that Rams Walk had been added to the EHDC property portfolio; that David Brown had been appointed Interim Head of Legal Services, Gill Kneller had taken over from Sandi Hopkins as CEO and Nick Leach would continue as Monitoring Officer. Finally, Cllr Budden reported that the Community Forums had been abolished and that EHDC had plans instead to hold one large meeting a year and to take the council out to the people, making use of events, stands etc.

Cllrs Linsley and Jerrard lamented the loss of the Community Forums.

89/19 Minutes of the meetings of 15th April 2019

Resolved: That the minutes of the Council meeting of 15th April 2019 be accepted as a correct record (proposed by Cllr McDonald and seconded by Cllr Linsley with all in favour).

90/18 Matters Arising

Minute 63/19: The Chairman noted that an event would be organised shortly to mark the departure of retiring councillors.

Minute 75/19: The Clerk confirmed that, following Practical Completion, the Liss Pavilion would now be operated under the West Liss Recreation Ground charity.

91/19 Responsible Finance Officer's Report

Resolved: That, subject to clarification of a query raised, the payments and receipts recorded in Responsible Finance Officer's Report, proposed by Cllr Linsley and seconded by Cllr Dodds, be approved.

92/19 Correspondence

92/19(i) Councillor Training Event on 24th June – Cllrs to advise the Clerk if they wish to attend.

92/19(ii) An Introduction to Planning and Consultations Training Event on 10th June - Cllrs to advise the Clerk if they wish to attend.

92/19(iii) Consultation on CAA decision-making process for PPR proposals – Members agreed a Council response was not necessary.

92/19(iv) EHDC & Community First Meet the Funders Event on 24th June – Members agreed this is more suitable for community organisations.

92/19(v) Fullers Village of the Year invitation for entries by 31st July – Members agreed it would be appropriate to prepare a submission on the new Pavilion. Cllr Smith would lead.

92/19(vi) NALC Star Councils Awards invitation for nominations by 28th June – The Clerk would look at the criteria.

93/19 Report of the Finance Committee of 29th April 2019

The Clerk confirmed that the cheaper option for the replacement Village Hall oven had been purchased at a cost of £1,339.52 (excluding VAT as reclaimable).

Resolved: That the draft minutes of the Finance Committee of 29th April 2019 be noted.

94/19 Report of the Planning Committee of 1st May 2019

Resolved: That the draft minutes of the Planning Committee of 1st May 2019 be noted.

95/19 Year End Financial Close Arrangements

- a) **Resolved:** That Liss Parish Council note the audit report received from Lightatouch for the 2018/19 financial year and approve the contents, proposed by Cllr Linsley, seconded by Cllr Budden and with all in favour.
- b) **Resolved:** That Liss Parish Council approve the Annual Governance Statement for the 2018/19 financial year and authorise the Chairman & Clerk to sign the document accordingly (page 4 of the Annual Governance & Accountability Return 2018/19 refers), proposed by Cllr Smith, seconded by Cllr Linsley and with all in favour.
- c) **Resolved:** That Liss Parish Council approve the Accounting Statements for the 2018/19 financial year and authorise the Chairman to sign the document accordingly (page 5 of the Annual Governance & Accountability Return 2018/19 refers), proposed by Cllr Smith, seconded by Cllr Dodds and with all in favour.
- d) **Resolved:** That Liss Parish Council approve the audited annual Charities accounts for 2018/19 and authorise the Chairman & Responsible Finance Officer to sign the documents accordingly, proposed by Cllr McDonald, seconded by Cllr Budden and with all in favour.
- e) **Resolved:** That Liss Parish Council approve the Trustees’ Reports for the Village Hall and West Liss Recreation Ground registered charities for the year ending 31st March 2019, proposed by Cllr Smith, seconded by Cllr Linsley and with all in favour, subject to an amendment from the date at the bottom from 2012 to 2019, proposed by Cllr Budden, seconded by Cllr Linsley and with all in favour.

96/19 General Power of Competence

Resolved: That Liss Parish Council has met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence, proposed by Cllr Budden, seconded by Cllr Linsley and with all in favour.

97/19 Matters of Concern

No issues were raised.

98/19 Reports on Outside Bodies

Cllr Budden had attended a meeting of the Friendship Fund which had signed off the accounts for the year. Cllr Linsley had attended a meeting of a group in Rake who were seeking reductions to speed limits on the West Sussex side of the border. He noted that the NCPFT AGM would take place tomorrow (21st May) at 7:30pm.

The Chairman closed the meeting at 21.12 hrs

Next meeting: Monday 17th June 2019, 19.30hrs

Signed:.....Dated:.....