



LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7pm on 16th March 2020.

Members

Mr R Hargreaves (Chairman), *Mrs S. Baldwin, *Mr K Budden, Mr D Dodds, Mrs C Edwards,
*Mr I James, Mr D Jerrard, *Mrs M. Knibbs, *Mr H Linsley, *Mrs L McDonald, *Mr A Smith,
*Mrs C. Williams and *Mr N Wilson

* Present

Clerk: S. Smith, in addition to Cllr Russell Oppenheimer and two members of the public

41/20 Apologies

Members accepted apologies from Cllrs Hargreaves, Edwards and Jerrard.
In the absence of the Chairman, Vice Chairman K Budden took the chair.

42/20 Declarations of interests

None declared at this point.

43/20 Chairman's announcements

The Vice Chairman advised that the Chairman was recovering well at home after his recent surgical procedure. Members noted their best wishes for his speedy recovery.

44/20 Presentation by Bill Briggs, Age Concern Village Agent

Bill Briggs gave a presentation on his role as Age Concern Village Agent (**Annex A**) and also on the Liss, Greatham & Hawkley Friendship Fund (**Annex B**).

Bill Briggs left the meeting at this point.

45/20 Adjournment for public participation

No issues were raised.

The meeting was reconvened.

46/20 Coronavirus: Implications for Liss Parish Council

Resolved: That Liss Parish Council suspends the Standing Orders relating to written notice of motions at least four clear days before the meeting, so that late motions may be tabled relating to the outbreak of Covid-19 Coronavirus (proposed by the Vice-Chairman, seconded by Cllr Linsley and with all in favour).

Members noted the legal requirement to hold an Annual Parish Meeting between 1st March and 1st June each year. The Vice-Chairman advised that the Secretary of State for Housing, Communities and Local Government had announced an intention to suspend certain legislative requirements on parish councils, including the annual meeting and new powers to allow decisions to be taken by virtual meetings; the required legal changes would be forthcoming in the next 7-10 days.

Resolved: With regret, Council agrees to postpone the Annual Parish Meeting from its scheduled date of 18th March 2020 to a date to be determined. This decision is made in the interests of the health and safety of our staff, councillors and the wider public due to the on-going outbreak of the

Covid-19 Coronavirus (proposed by the Vice-Chairman, seconded by Cllr Williams and with all in favour).

Cllr Smith declared an interest in the following motion, due to his relationship with the Clerk, and left the meeting.

Resolved: In response to the Covid-19 Coronavirus outbreak in the UK and in the event that it is not possible to convene a meeting of the Council in a reasonable time, the Chairman in consultation with the Clerk shall have delegated authority to make decisions on behalf of the Council where such decision cannot reasonably be deferred or must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with Members by electronic means or telephone. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the Council after the Council meeting at which the delegation was put in place. In the event of the self-declared incapacity of the Chairman or Clerk, this authority will extend to the Vice-Chairman or to the Assistant Clerk respectively (proposed by the Vice-Chairman, seconded by Cllr Knibbs and with all in favour).

Members noted that the Financial Regulations specify the areas which cannot be delegated at 1.13. This includes the approval of the AGAR (annual governance statement and accounting statement) which was due by 30th June. Members noted that delivery of statutory business would be dependent on the outcome of any legislative changes.

Members noted the need to meet collectively in some way to continue to deliver governance. The Vice-Chairman and the Clerk would investigate the options, including technology for virtual meetings.

Cllr Smith returned to the meeting.

County Cllr R Oppenheimer joined the meeting at this point.

Resolved: That Liss Parish Council allows the office to waive any cancellation charges for bookings of the Village Hall, Liss Pavilion or West Liss Recreation Ground arising from enforced or elected cancellation due to the on-going outbreak of the Covid-19 Coronavirus.

Members also noted the following:

- The possibility that the Parish Office may need to close;
- The need to explore what could be done to help support the volunteer groups which were emerging; Cllr Wilson would pursue;
- The need to signpost - Cllr Smith was sharing appropriate information on LPC social media and noted the website provides a social media feed on the homepage; Cllr Wilson was sharing appropriate information on Nextdoor Liss.

47/20 Report from County Councillor

CC Russell Oppenheimer had submitted a written report (**Annex C**). This was noted by Members. Cllr Oppenheimer also noted the following:

- That the information on Coronavirus in the written report was now out of date in this fast-changing situation;
- The usefulness of the What 3 Words App for reporting issues such as pot holes, especially in more rural areas;
- That a new SDNPA website would go live on 20th March;
- That super-fast fibre broadband connection would soon reach 100% of Hampshire residents within the next three years, up from the current 93%.

48/20 Reports from District Councillors

DC Budden advised that he was involved in the EHDC disaster recovery program faced with the Coronavirus outbreak. This included measures including working from home, officers being based at one site only rather than moving between Havant and Petersfield and technology for virtual meetings. He advised that the Help Desk had been busy and that EHDC aimed to continue public services as much as possible.

DC Oppenheimer added that the Climate & Environment Strategy would be delayed as a result of the Coronavirus outbreak and referred to the possibility of parishes purchasing the Greening Campaign Toolkit.

Cllr James inquired as to why EHDC had not purchased the £500 Toolkit for councils within the borough, as other boroughs had done. Cllr Oppenheimer suggested that parish councils could apply for a County Cllr grant for this purpose should they wish to do so.

49/20 Minutes of the meeting of 20th January 2020

Resolved: That, subject to a few of minor amendments, the minutes of the Council Meeting of 17th February 2020 be accepted as a correct record (proposed by Cllr Linsley and seconded by Cllr McDonald with all in favour).

50/20 Matters Arising

No matters were raised.

51/20 Responsible Finance Officer's Report

Resolved: That the payments and receipts recorded in Responsible Finance Officer's Report, subject to a verbal amendment from the Clerk, be approved (proposed by Cllr Linsley and seconded by Cllr McDonald, with all in favour).

Cllr Oppenheimer left the meeting at this point.

52/20 Correspondence

Correspondence for response:

- a) CPRE Hampshire free workshop on 17th April – Planning Committee Members would respond individually;
- b) Invitation for T&PCs to appoint a representative to the East Hampshire Community Rail Partnership – Cllr James was appointed as LPC representative (proposed by Cllr James, seconded by Cllr Linsley and with all in favour);
- c) Hampshire ALC survey – The Chairman had asked that the Clerk respond;
- d) Consultation on proposal to form Downlands Village Schools Federation (merger of Rake and Rogate schools) – Members agreed an LPC response was not appropriate.

All other items of correspondence were for information only and had been circulated via e-mail.

53/20 Committee Reports

Resolved: That the Minutes of the Review Committee of 26th February 2020 be noted.

Resolved: That the Minutes of the Planning Committee of 9th March 2020 be noted.

Resolved: That the Minutes of the Facilities Committee of 2nd March 2020 be noted.

Cllr Wilson highlighted the discussion on the Men's Shed and noted a non-pecuniary interest as a member and supporter. He encouraged urgent consideration of the issue of possible partial occupation of the Groundsman's Hut by the Men's Shed which was supported by Cllr Linsley.

Cllr Smith advised there were issues surrounding Newman Collard which needed further exploration, specifically regarding ownership of the building and the land, and that it was essential that such issues were resolved prior to considering any agreement.

Cllr Smith also reminded members that the requirements of the Financial Regulations on Assets, Properties and Estates (s14) would also need to be met.

Members agreed that the Clerk, Chairman and Chairman of Facilities should expedite the process to establish certainty on the issues raised.

54/20 Second Interim Audit Report and updated Financial Risk Assessment

Members noted the Second Interim Audit Report and updated Financial Risk Assessment.

55/20 Motion on using gender neutral language

Resolved: That Liss Parish Council resolves to use gender neutral language and in particular to:

- Remove male universals, such as ‘chairman’, including from policies, documents (as and when these are reviewed) and all written and verbal communications and to replace them with gender-neutral terms, such as ‘chair’.
- Use gender-neutral language where an individual’s sex or social gender is not relevant or not known.
- Communicate these changes to all Councillors, Officers and members of staff.

The motion was proposed by Cllr McDonald, seconded by Cllr James with one abstention and the remaining Members in favour.

Members agreed that the decision on terminology would be remitted to the Review Committee and that titles in other organisations would be respected.

56/20 Meeting extension

Resolved: That the meeting be extended for a period of no longer than thirty minutes (proposed by Cllr McDonald, seconded by Cllr Wilson and with all in favour).

57/20 Staff Committee Terms of Reference

Resolved: That the Terms of Reference for the Staff Committee relating to membership be amended to include the Chairperson of the Facilities Committee (proposed by the Vice-Chairman, seconded by Cllr Linsley and with all in favour).

Cllr McDonald noted the need for diversity. The Vice-Chairman advised that the membership was limited by the Terms of Reference.

58/20 Reports of Representatives to Outside Bodies

Cllrs McDonald and Linsley had attended a meeting of the NCPFT at which the Tennis Club has presented proposals to enhance the tennis and other facilities at Newman Collard. The Trust were in favour of the proposals for which the Tennis Club were seeking grant funding. Cllr Linsley questioned the possible increase in fees for public usage of Court 3

Cllr James had attended a meeting of the EHAPT&C which included the Greening Campaign, the parish charter, discussions on strengthening security of sites to prevent traveller occupation, views on EHDC’s Let’s Talk and the impact of ash die back. He also noted the general availability of trees under the tree planting initiative and the establishment of a tree warden network in East Hampshire. Cllr Budden had attended a meeting of the Liss, Greatham & Hawkley Friendship Fund.

59/20 Matters of concern from councillors

Cllr McDonald noted her concerns regarding the impact of the Coronavirus outbreak on local businesses and the community.

Cllr Knibbs highlighted the availability of some trees via the tree planting initiative.

60/20 Exempt Item: Exempt Minutes

Resolved: That the Exempt Minutes of the Council Meeting of 17th February 2020 be accepted as a correct record (proposed by Cllr McDonald and seconded by Cllr Williams with all in favour).

The Chairman closed the meeting at 21.25 hrs.

Next meeting: Monday 17th April 2020 at 19hrs

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

PRESENTATION BY BILL BRIGGS, AGE CONCERN VILLAGE AGENT

Age Concern has volunteer village agents in most villages in Hampshire. There is one for instance in Sheet but none at the moment in Greatham. My job here in Liss is to act as a facilitator, enabling people who want help or a service to find solutions or options open to them if they cannot find the information themselves. Although the charity is called Age Concern it is not restricted to those of us well endowed in years and I would welcome inquiries from anybody. Having said that the sort of areas I would be most likely to be asked about is for things like help in the home or garden, what benefits an individual can apply for, finding a carer, keeping a safe at home, avoiding scams, preventing falls and so on.

I do not do the work myself. For instance, if somebody needed help with shopping, something that I guess will be at the top of many peoples' agenda in the coming weeks, I would not do the shopping myself but would try to find somebody who could.

The best way to contact me is by phone. Age Concern provides agents with a dedicated mobile phone and I check mine for messages twice a day. The number is 07555 908197.

Very briefly I would like to mention another local charity, the Liss, Greatham & Hawkley Friendship Fund. The trustees are able to give grants, usually in the region of about £250, to anyone who resides in the three villages who has not enough money to pay for immediate expenses. Examples of how we can help is on the handout (**ANNEX B**). We prefer to satisfy the actual need, e.g. buying somebody a new cooker or paying for a child's school trip, rather than just donating money.

If you know of anybody who could benefit from either source please let me know.

Just before I finish, I would like to thank both our Parish Clerk, Sarah Smith, and Councillor Nick Wilson for the help and advice they have given me in trying to resurrect the village agent role here in Liss.

THE LISS, GREATHAM & HAWLEY FRIENDSHIP FUND

This charity gives grants to residents of the three villages who need help dealing with immediate domestic problems when they have not enough money to do so at the time. Examples might be paying rent arrears when state benefits due have not been paid; help in buying domestic appliances or furniture; helping parents pay for a child's school trip or giving short term respite for carers of the sick or elderly. As a rule, the fund normally gives grants of about £250.

There are some restrictions on what we can do. We can only help residents of the parishes of Liss, Greatham or Hawkley. Grants cannot be made for the payment of income tax, council tax or any other form of taxation. As the Fund exists to help only those with a short-term financial problem, we only help applicants once.

Applications can be made at any time and they will be considered promptly and confidentially (we never even tell each other who we are trying to help). They can either be made by the person who will benefit from the help or by somebody else who is aware that a resident needs assistance. We have to ask that an application form is filled in. If you or the person to be helped needs assistance with this, somebody from the Fund will be happy to assist.

Applications should be made to:

Mrs E. A. Cartwright, The Spinney, Hill Brow Road, Liss, GU33 7PS.

Tel: 01730 892311 or e-mail: elizabethcartwright01@gmail.com

If she is not available:

Mr W, J. Briggs, 148 Forest Road, Liss, GU33 7BU.

Tel: 01730 892297 or e-mail: woolmerlodge@yahoo.co.uk

Trustees are appointed by the parish and parochial church councils of the three villages.

**COUNTY COUNCILLOR REPORT
TO
ALL PARISH COUNCILS
IN PETERSFIELD HANGERS**

2 MARCH 2020

1. Weather impacts Hampshire Highways

February saw the arrival of two storms in quick succession – Storm Ciara and Storm Dennis – which resulted in an extra 2,000 reports for Hampshire Highways to deal with over two consecutive weekends. Intense rainfall and strong winds caused widespread debris (fallen trees, mud, branches) and surface water on the roads, and highways teams worked round the clock to keep Hampshire’s roads clear.

Throughout the year, Highways teams carry out a programme of gully cleansing, cutting and cleaning grips (channels that run between the highway and roadside ditches) and new drainage schemes in preparation for wet weather. Around £2 million is earmarked annually for maintaining Hampshire’s 900km of highway drains and roadside gullies, but there are many watercourses on private land which can become blocked without regular maintenance. All landowners are urged to make sure ditches and drains on their land are kept clear of leaves, vegetation and other debris as blockages can lead to flooding on local roads after heavy rainfall. Surface water or fallen trees and debris on the highway can be reported direct to the County Council at www.hants.gov.uk/transport/roadmaintenance/roadproblems

We also advise residents to keep themselves informed and to be prepared by signing up to the Environment Agency flood alert system:

<https://flood-warning-information.service.gov.uk/warnings>

2. Coronavirus preparedness

Hampshire County Council and health partners continue to keep a close watch on the development of the Coronavirus outbreak – with processes in place to respond, if and when required.

Although a small number of cases have been recorded in the UK, there have been no confirmed cases in Hampshire. The Government’s Chief Medical Officer continues to advise that the risk to the public is moderate, with risks to individuals remaining low.

Hampshire residents can stay up to date with the latest information and guidance at www.nhs.uk/coronavirus

One of the best ways to minimise the spread of any virus is to adopt good hand hygiene and to follow the Catch it, Bin it, Kill it advice if you have a cold or cough (see this link:

<https://www.england.nhs.uk/south/wp-content/uploads/sites/6/2017/09/catch-bin-kill.pdf>

which can be printed and placed in washrooms and kitchens).

3. New “Business Hampshire” service launched

Previously known as Invest in Hampshire, the new service has been created to showcase all that is great about Hampshire with the aim to attract new business investment into the county and to support the growth and success of our existing local businesses, large and small.

Hampshire faces strong competition from other areas of the UK. We need to make sure that we make Hampshire stand out, and bring all Hampshire has to offer as a business location to the attention of potential investors.

The new website offers information about the Hampshire economy, key business sectors, business news and how the Business Hampshire team can support businesses.

Also featured is a new interactive property and development portfolio, showcasing the key commercial and mixed-use development, investment and occupier opportunities available across the county and Isle of Wight. Here is a link:

<https://businesshampshire.co.uk/>

A Hampshire place-making strategy is also being undertaken to support this initiative. This strategy will involve consultation with stakeholders and the public across Hampshire.

4. Winner announced in annual South Downs photo competition



As ponies gathered around a tree at sunset at Cissbury Ring, near Worthing, budding photographer Joe James snapped away – and the result can be seen above.

This blissful photograph has won the People’s Choice Award in the National Park’s Annual Photography Competition. Joe, a 38-year-old security manager from Horsham, wins a £100 prize.

Joe, who is a well-known local advocate for autism awareness through his own Facebook page, has been taking images for the past two years and has been honing his talent.

“I’m autistic and proud,” said the dad-of-two, who has never entered a photo competition before. “Being autistic allows me to hyperfocus on photography to really hone this skill so I can get the perfect image. Taking pictures is my version of mindfulness – I find it calms me and relaxes me.”

RUSSELL OPPENHEIMER

County Councillor for Petersfield Hangers