

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 19th January 2015.

Members

*Mr K Budden (Chairman), *Mrs R Chads, *Mr D Dodds, *Mrs S Halstead, *Mr R Hargreaves, *Mr M Kendall, Mr H Linsley, *Mr B Mayo, *Mr P Payne (Vice Chairman), *Mr A Smith, *Mr E Thomas & *Ms A Wright.

* Present

Clerk: R Bowery.

In attendance: County Councillor Mr V Clarke, District Councillors Mrs J Gray and Mrs J. Onslow, sixteen members of the public and one member of the press.

01/15 Apologies

Members accepted apologies from Cllr Linsley.

02/15 Declarations of interests

There were no declarations.

03/15 Chairman's announcements

The Chairman made the necessary health and safety announcements.

The Chairman thanked all Members and Committee Chairmen for ensuring that LPC continued to function well in the period of his absence; he gave particular thanks to Cllr Kendall who had taken up the reins on the Pavilion Development project.

The Chairman thanked all residents who had signed the petition against cuts in bus services.

The annual Good Villager Award would be presented at the Annual Parish Meeting and residents were asked to submit nominations by 11th February.

The Chairman advised that there was to be a presentation from HCC's Village Agents scheme at the February Council meeting.

04/15 Public participation

Members agreed a period of adjournment to receive comments from the public.

Mr Seymour asked questions arising from the local press article on the Pavilion Development. He asked why LPC had entered a pre-application process without consulting residents. He wanted to know why LPC was being so secretive and why no minutes were published. He said that the revised location was too close to the road, was an eyesore and created road danger; he said that the recreation ground was a registered village green and therefore protected, and he wanted to know what funds had been raised so far.

The Chairman said that the Planning Inspectorate had indicated that no application to them was necessary for this development because of its status as a village green.

Mrs Blair said she had no objections to the project but raised concerns about the loss of on road parking that would lead to increased traffic speed on Station Road; she also had concerns about the safety of cars exiting the pavilion car park on to Station Road.

Mr Tither supported the provision of facilities for scout and brownies; however, he had questions on the approved plan. He said it seemed too large and asked where the need was and how the ongoing costs would be met. He commented that the design was not exemplary.

The Chairman said that in terms of size, the design was the minimum to meet users' requirements & that the users would fund a good proportion of the running costs; however, like other village amenities it would be funded in part by the precept.

Mr Chads asked why the street views published in the press did not include neighbouring houses.

Mr Seymour asked why the pavilion could not be developed at the other end of the field adjacent to the business centre.

Cllr Kendall responded to the various issues raised:

- On process he explained that LPC had not decided anything it was considering options. At this stage the preferred option was to move the position of the site to save costs. The pre-application approach to the planning authority was an informal process; if the response was favourable a fresh planning application would be required.
- With regard to costs, the original site required complex foundations as well as the provision of temporary accommodation. The revised siting meant that these costs could be avoided. However, there was no guarantee that the savings would make the final cost achievable. Until LPC had a comprehensive financial appraisal it would not be able to make a final decision.
- With regard to the comments about lack of consultation the public would be consulted when the result of the pre-application process was received. LPC would post plans, including street scenes and floor plans, for residents to view and comment on. Then LPC would decide if a new planning application should be made. He reminded the meeting that LPC did have an existing planning approval and that LPC had spent six months investigating how best to reduce costs. The public would have the facility to comment on the LPC public exhibition as well as to the planning authority on any planning application that might be made. If residents of Station Road felt there would be an adverse effect then they would have two opportunities to register their objections.
- With regard to concerns on highways safety, the planned car park was actually bigger than existing and for the previous development for which planning permission had been granted.
- Everything would be on the LPC website when the results of the pre-application process were received.
- It was the duty of the parish council to take steps to ensure that taxpayers' money was safeguarded: whenever costs were discussed therefore the press and public had been excluded in order that estimated costs were not disclosed before a re-tendering exercise had been carried out.

District Councillor Mrs Onslow reminded the meeting that the project had been put forward by the residents of Liss. There were still a lot of issues to be decided. Liss residents must decide if they wanted the amenity or not.

Mr Chads said the proposed site move would mean that the only dry surface area played on by children would be lost and he asked what height the building would be.

Cllr Kendall said that the revised design was nearly one metre lower than the design that had planning approval.

Mr Kinnair asked what would happen to residents' donations as he felt he had contributed to a different scheme.

The Chairman replied that they could have it back if they wished.

Mr Tither agreed with Mrs Onslow that a positive approach was needed as this was an important village gateway site. However, he felt that it was an overdevelopment for the scale of use and that the cart was leading the horse.

Mr Perry said the design was wrong and with the proposed new location it might as well be put in his front garden.

The meeting was then reconvened.

05/15 Report of County Councillor

County Councillor Mr V Clarke congratulated the Chairman & Cllr Kendall on their responses made to the public. He then reported the following points to the Council:

Last winter's exceptional weather had cost HCC £68.5m that included £36m for highways repairs. A follow up investigation had been carried out and one of the issues revealed was the inability of utilities companies to claim costs under the Bellwin formula. This resulted in a lack of incentive for utilities companies to act quickly. Consequently there was too much reliance on emergency services. It has been suggested that in return for Government assistance, HCC would commit to some local resources as well as commissioning an independent university to undertake an evaluation & analysis. The programme would also require local communities to invest in resilience planning & self-help for future flooding events.

Fly-tippers face losing the vehicles used for illegal dumping under a new law to come into force in the spring. HCC is in the top 5 of programmes in the country for broadband installation with 65km of spine fibre and 60km of distribution fibre installed.

06/15 Report of District Councillors

District Councillor Gray reported that there had been a budget presentation at Community Forum and council tax was frozen for 2015/16. The submission of a revised planning application for the Inwood Road site is expected to be received in February. SDNP would be publishing the Local Plan SCHLAA sites on 21st January. Cllr Halstead commented that EHDC's no increase budget was partly enabled by the Government's "New Homes Bonus" Policy and tantamount to bribery.

District Councillor Mrs Onslow commented that two major councils, Reading and West Berks, were challenging the Government on CIL thresholds.

Cllr Halstead drew the attention of County & District Councillors to the dreadful amount of litter on the highways.

Cllr Clarke replied that the Highways Agency required a road closure for litter clearance. District Councillor Onslow added that it was residents who created the litter.

07/15 Minutes of the meeting of 15th December 2014

The minutes of the Council meeting of 15th December, proposed by Cllr Payne and seconded by Cllr Kendall, were agreed unanimously as a correct record.

Resolved: That the minutes of the Council meetings of 15th December be accepted as a correct record.

08/15 – Matters Arising

- i) Emergency Flood Risk arrangements – Cllr Kendall had circulated an update to all Members summarising what the position was. A lot of residents had indicated that they were happy to contribute help and there had been a helpful response from the HCC Emergency Team and they would attend a meeting with residents. Investigation had revealed that a build up of debris accumulated at the Station Road Bridge & the Andlers Ash Bridge. HCC, EHDC and the Environment Agency were carrying out a survey and LPC needed to understand the implications of the outcome when it was available.

There were still some EHDC funding available for residents affected by flood damage last winter flood affected residents and claims needed to be lodged before 31st March.

Cllr Kendall added that LPC would need to establish a system of governance.

- ii) Cuts to bus services - The Chairman updated Members on the situation following the recent cuts in services.

Service 73 was now lost. However, there was an alternative service that required a bus change at Greatham. Negotiations to ensure a smooth connection were proceeding.

Service 38 Saturday running had been cut. The Chairman had met with HCC, EHDC and Stagecoach to discuss the issue and HCC were now going out to obtain tenders from suitable companies to run a mini bus service on Saturdays between Alton and Petersfield. When a cost was known funding sources would have to be established. It had been agreed with Stagecoach that ways to encourage bus usage should be investigated.

The Chairman explained that the residents' petition would be presented to HCC.

Cllr Halstead thanked the Chairman for all the work he had put into this matter.

09/15 Schedule of payments – Main Account

Resolved: The following schedule of payments drawn on the main account, proposed by Cllr Hargreaves and seconded by Cllr Thomas, was unanimously approved:

Chq. No.		£
2329	Citroencare - tyres for mower	345.60
2330	SLCC - Cilca course fee	250.00
2331	Tesco - Xmas staff costs	88.33
Trf	Salaries - Dec adjustments	-422.60
2332	Salaries December adjustment	192.93
2333	Salaries December adjustment	65.64
2334	Citroencare - land rover repair	390.00
2335	H Linsley - mileages	160.16
2336	CPRE - subs 22015	36.00
2337	Viking - stationery & N Plan costs	209.64
2338	Travis Perkins 0 grounds costs	31.99
2339	U-Do DIY - grounds & admin costs	17.00
2340	Wylds Farm - Xmas trees	170.40
2341	Playscene - resurface play areas	7442.40
2342	Hants Pension Fund- January	866.52
2343	Post Office - tax & NI January	1270.53
Trf	Salaries - January & Dec adjustments	4321.56
DD	Apogee - copying costs	293.33
DD	SSE - electricity groundsman's hut	320.51
DD	Talk Talk - December	10.31
		16060.25

10/15 Schedule of payments – Charities Account

Resolved: The following schedule of payments drawn on the charities account, proposed by Cllr Mayo and seconded by Cllr Wright, was unanimously approved:

Chq No.		£
1123	L Mann - re-sitting of ceiling tiles	50.00

1124	Southern Water - Village Hall waste water May-Nov	218.23
1125	SE Water - allotments & village hall	104.21
1126	Veolia - bins, Village Hall & West Liss	124.18
1127	Petty Cash	100.00
1128	Hants Pension Fund- January	223.49
1129	HM Customs & Rev - tax/ni January	30.26
Trf.	Salaries - January	802.91
DD	Southern Electric - village hall	826.75
DD	Southern Electric - west Liss	142.69
		2622.72

11/15 Schedule of payments – Charities pavilion Development Account

Resolved: The following schedule of payments drawn on the charities pavilion development account, proposed by Cllr Mayo and seconded by Cllr Thomas, was unanimously approved:

Chq No.		£
082	Fusion Fire Engineering - consultancy	600.00
083	H Linsley - mileage claims	29.84
084	IC3D - architectural images	765.00
		1394.84

12/15 Correspondence

The following correspondence was reviewed & agreed:

- The Clerk would respond to the DCLG consultation on the modernisation of Parish Polls.
- Cllr Hargreaves would respond to the HCC survey of customers' needs on waste services.

13/15 Reports of Committees

Planning Committee

Resolved: The draft minutes of the Planning Committees of 22nd December and 12th January noted. Cllr Halstead reviewed the approved and draft minutes.

14/15 Update on Neighbourhood Plan progress

Cllr Hargreaves reported that the Steering Group had its first meeting on 8th January and that an administrative assistant had been appointed. Contact details would be lissneighbourhoodplan@gmail.com.

The Group were now putting together a work plan and at this point anyone who had expressed an interest in being involved could put themselves forward.

Cllr Hargreaves then Moved that the Terms of Reference for the Neighbourhood Plan Group, that had been circulated with the agenda be adopted by LPC. The Motion, seconded by Cllr Halstead, was unanimously agreed.

Resolved: The Terms of Reference for the Neighbourhood Plan Group be adopted.

15/15 Update on West Liss pavilion development

Cllr Kendall reported that the abolition of the Public Works Loan Board should have no effect on the project as it was to be replaced by another Government scheme.

Cllrs Kendall and Thomas had attended a seminar run by HALC on crowd funding that could present interesting fund raising opportunities to investigate.

The Chairman stressed that all exempt items must not be discussed with parties outside of Council, even with spouses. It could have very costly consequences on the tender process.

16/15 Matters of Concern to Councillors

Cllr Thomas reported that reported that two possible options for the provision of accessible toilets in the village hall had been investigated. He outlined the structural changes that would be necessary. It was agreed that consultation with the Liss Luncheon Club and Liss Village Club should be carried out.

The Clerk reported that the LPC CCTV camera at Newman Collard Field was blocked by trees. It was agreed to investigate possible tree removal to allow proper CCTV operation.

17/15 Reports from outside bodies

Cllr Smith reported that he had attended a meeting of NCPF Trust on 13th January, the pavilion extension was hoped to be built July to September. He had given the Trust an update on the Neighbourhood Plan process. The Trust had expressed appreciation of the current co-operation with LPC.

Cllr Halstead informed the meeting that the Triangle quiz was to be held on 7th March.

Cllr Thomas had attended EHDC Community Forum where a presentation by the new area Police Inspector had been received. Liss would be included in the area controlled from Whitehill & there were no guarantees that Liss would have a dedicated PCSO.

The Chairman closed the meeting at 21.15 hrs

Next meeting: Monday 16th February 2015, 19.30hrs

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 16th February 2015.

Members

*Mr K Budden (Chairman), Mrs R Chads, *Mr D Dodds, *Mrs S Halstead, *Mr R Hargreaves, *Mr M Kendall, Mr H Linsley, *Mr B Mayo, Mr P Payne (Vice Chairman), *Mr A Smith, *Mr E Thomas & *Ms A Wright.

* Present

Clerk: R Bowery.

In attendance: County Councillor Mr V Clarke, District Councillor Mr R Harris, two members of the public and one member of the press.

The Chairman made the necessary health and safety announcements.

18/15 Apologies

Members accepted apologies from Cllrs Chads, Linsley & Payne & District Councillors Mrs J Gray & Mrs J Onslow.

19/15 Declarations of interests

There were no declarations.

20/15 Chairman's announcements

The Chairman congratulated the Neighbourhood Plan Steering Group on the organisation of the successful public forum on 14th February.

The Chairman reminded the meeting that there was to be a public meeting regarding flood wardens at 7pm on 17th February in the Village Hall.

The Annual Parish meeting would be held on 18th March at 8pm.

The Community Centre would be holding their quiz evening on 7th March & their Film Festival would be commencing on 19th February.

21/15 Presentation on Village Agents scheme

Gail Allen, the co-ordinator of the Village Agents scheme for Age Concern Hampshire, gave a presentation outlining the need to recruit one or more village agents for the Liss area. The agent would liaise with elderly & isolated residents to help them identify village organisations that could help them maintain social contact; the agent would also carry out visits to check security & safety arrangements in their dwellings.

It was agreed that LPC would put some scheme information on its website & possibly include an article in the next issue of the Village Voice.

22/15 Public participation

Members agreed a period of adjournment to receive comments from the public.

Mr Deacon asked if LPC were aware of the recent arson attacks in the Station Road area.

The Clerk replied that he was aware of these & had been in contact with the relevant authorities.

The meeting was then reconvened.

23/15 Report of County Councillor

County Councillor Mr V Clarke reported that the unemployment rate for Liss was 0.6%. The HCC Highways team had gritted 7188 miles of road in December & cleared 1256 gullies; 5250 sq m of carriageway had been resurfaced. In 2014 50000 potholes had been repaired.

The Boundary Commission were investigating possible boundary changes for County Councillors in Hampshire.

With regard to waste in Hampshire, 62000 tonnes of waste food were thrown away each year of which two thirds was avoidable (out of date or a result of over-catering); this was costing residents about £60 a month.

24/15 Report of District Councillors

District Councillor Harris had no specific EHDC business to report.

Cllr Harris said there had been some requests for additional street lighting on the footpath in Newman Collard playing fields.

Cllr Clarke added that EHDC & HCC officers were liaising to investigate this matter.

Cllr Halstead requested that low level installations be considered as they would reduce possible light intrusion to the adjacent dwellings.

Cllr Kendall raised concerns over the length of time that EHDC officers had taken in formulating a response on the pre-application advice for the West Liss pavilion. The process had started in mid-November & LPC were still awaiting a reply despite having chased & chased officers.

Cllr Kendall emphasised that the officer dealing with the application had recently been ill but that those responsible for allocating resources needed to take account of the inevitability of officers having to take sick leave from time to time, in the natural course of events. This was not a criticism of any individual officer. He felt that this was largely attributable to the lack of adequate resources & said that for a public service this was a poor response time.

Cllr Harris said there was a big problem with SDNP who were a law unto themselves; there were also difficulties in managing the committees who had many members.

The Chairman emphasised that this was not a committee or SDNP issue; it was down to inadequate resources at officer level.

The Chairman requested Cllr Harris to report back to the next LPC meeting with details of the number of pre-application advice requests handled & how many were outside of the statutory response time. Cllr Harris agreed to this request.

25/15 Minutes of the meeting of 19th January 2014

The minutes of the Council meeting of 19th January, proposed by Cllr Kendall and seconded by Cllr Halstead, were agreed unanimously as a correct record.

Resolved: That the minutes of the Council meetings of 19th January be accepted as a correct record.

26/15 – Matters Arising

- i) Emergency Flood Risk arrangements – Cllr Kendall informed the meeting that there would be a public meeting on 17th February with the aim of recruiting flood wardens for Liss. The meeting would be addressed by members of HCC, EHDC & the Hants Fire & Rescue Service. It was also intended to identify mid & long-term flood risk issues.
- ii) Bus service cuts – The Chairman reported that he had met with HCC & SDNP to discuss issues arising from the withdrawal of the Saturday service 38. He was hopeful that a 30 seater mini-bus service would be introduced operating four each way services. The exact route still needed establishing & it was intended that the leisure possibilities be promoted to attract users. Possible operators had been contacted & funding arrangements needed finalising. It was not expected that any service would commence before May.

- iii) Neighbourhood Plan – Cllr Hargreaves reported that the public forum meeting on 14th February had been successful & well attended. The steering group had now reached the stage of finalising working groups & had already appointed chairmen to those groups. Cllr Hargreaves would act as project manager for the whole process.
- iv) West Liss pavilion development – Cllr Kendall reminded Members that there had been some objection from residents in the Station Road area on the possibility of the construction site being moved closer to the boundary of the field. The pre-application response from EHDC was still awaited but expected by the end of the week. He said that if the timber cladding suggested by planning officers was a condition it could eat up a large proportion of the savings from the site move. He regretted that the whole process was likely to take much longer than anticipated & added that there was at least another three months before the re-tendering process would be complete.

27/15 Schedule of payments – Main Account

Resolved: The following schedule of payments drawn on the main account, proposed by Cllr Hargreaves and seconded by Cllr Wright, was unanimously approved:

Chq. No.		£
2344	Chairman's' Expenses - re NP Group	20.35
2345	Winchester Garden machinery - LCR costs	44.74
2346	J M Electrical - certification of electrics	730.00
2347	Johnson's Skip Hire	240.00
2348	South Downs Camarata - donation	100.00
2349	Canon Fire Protection - maintenance contract	74.60
2350	Viking - stationery	13.31
2351	U-Do DIY - grounds & admin costs	114.19
2352	Winchester Garden machinery - LCR costs	46.21
2353	Altis Industries - grounds supplies	35.60
2354	Travis Perkins - grounds costs	23.23
2355	Bibby Factors - workwear	59.62
2356	Hants Pension Fund- February	866.52
2357	Post Office - tax & NI February	1270.33
2358	Greenhouse Graphics - printing Village Voice	514.00
2359	Petty Cash	150.00
Trf	Salaries - February	4157.73
DD	Talk Talk - January	15.31
		8475.74

28/15 Schedule of payments – Charities Account

Resolved: The following schedule of payments drawn on the charities account, proposed by Cllr Halstead and seconded by Cllr Thomas, was unanimously approved:

Chq No.		£
1130	J M Electrical - certification of electrics	465.00
1131	Canon Fire Protection - maintenance contract	199.60
1132	Veolia - bins, Village Hall & West Liss	155.78
1133	Hants Pension Fund- February	223.49
1134	HM Customs & Rev - tax/ni February	33.26
Trf.	Salaries - February	799.91

1877.04

29/15 Schedule of payments – Charities pavilion Development Account

Resolved: The following schedule of payments drawn on the charities pavilion development account, proposed by Cllr Kendall and seconded by Cllr Thomas, was unanimously approved:

Chq No.		£
085	Ground & Water - soil tests	900.00
086	Febo - architects fees pre-application	2160.00
		3060.00

30/15 Correspondence

The following correspondence was reviewed & agreed:

- Cllr Wright would prepare a response to the draft Hants Countryside Access plan for 2015-2025.
- It was agreed to invite a speaker from Dementia Awareness to come & address the Annual Parish Meeting on 18th March on the topic making Liss a dementia friendly village.
- The request from the SDNPA to support their bid for international dark skies designation as a Dark Sky Reserve would be referred to the Neighbourhood Plan group.
- It was noted that minutes of the meetings of the NCPF Trust for the period June 14 to Jan 15 had been received.

31/15 Reports of Committees

Highways Committee

Resolved: The draft minutes of the Highways Committee of 26th January were noted.

Cllr Budden reviewed the draft minutes; he added that he had drafted comments on the SW Railways 25 year plan.

Finance Committee

Resolved: The draft minutes of the Finance Committee of 2nd February were noted.

Cllr Mayo reviewed the draft minutes.

Review Group for Standing Orders, Procedures & agreements with third parties

Resolved: The draft minutes of the Review Group of 4th February were noted.

Cllr Wright reviewed the draft minutes. She commented that the West Liss pavilion would require an additional separate financial procedure for project when it occurred.

Standing Orders would stand alongside the Council's Code of Conduct & Members would need to remind themselves of the requirements.

One amendment to Financial Regulations was required:

Remove all references to Accounts & audit (Wales) regulations.

Resolved: The draft Financial Regulations, amended as above, proposed by Cllr Wright & seconded by Cllr Kendall, were adopted unanimously.

There were some amendment that needed to be incorporated in the draft Standing Orders as tabled; these were:

SO 3v – Indication that this referred to Council meeting only was required.

SO 18b - Add the words “unless they are the authorised lead Councillor on any project” at the end of the first sentence.

Resolved: The draft Standing Orders, amended as above, proposed by Cllr Wright & seconded by Cllr Kendall, were adopted unanimously.

The Chairman, supported by Cllr Mayo, expressed thanks to Cllr Wright & members of the Review Group for the excellent work in preparing these documents.

- **Planning Committee**

Resolved: The draft minutes of the Planning Committee of 9th February were noted.
Cllr Halstead reviewed the draft minutes.

32/15 Matters of Concern to Councillors

There were no matters raised.

33/15 Reports from outside bodies

Cllr Halstead reported on the trustees meeting of the Community Centre. A new treasurer had been appointed. Cllr Dodds reported on a meeting of the Community TCG meeting on 11th February that included coverage of issues in Liss including usage of nitrous oxide & issues relating to the public convenience at the Community Centre. Cllr Smith commented that attendance by a representative of the Police Commissioner might be of use at these meetings.

The Chairman reported that the Liss, Greatham & Hawkley Friendship Fund were looking for an alternative storage facility for the food bank.

The Chairman had attended a Community Rail Partnership meeting where a promise from Network Rail to investigate issues at the Stodham crossing was made.

34/15 Exclusion of the press & public

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

The Chairman closed the meeting at 21.38 hrs

Next meeting: Monday 16th March 2015, 19.30hrs

35/15 Good Villager Award

Members debated the merits of the four nominations received.

Resolved: That the Good Villager award for 2015 go to Charmian Porton & that presentations be made to Mrs Dancy & Mrs Peaston in recognition of their charitable & volunteer works.

36/15 Report from Committee

Cllr Halstead declared a personal interest arising from her membership of the Newman Collard Tennis club & took no part in the debate

- Grounds Committee

Resolved: The draft minutes of the Special Grounds Committee of 29th January were noted.

Cllr Dodds reviewed the draft minutes.

Members agreed a period of extension to the meeting of no more than 30 minutes.

Cllr Dodds explained that the meeting had been summoned to review the service level agreement with the Newman Collard Playing Fields Trust. It was now proposed to hold meetings with the Trust & include representatives from the Tennis & Football clubs in order that all parties understood each others positions.

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Members

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* Present

Clerk: R Bowery.

In attendance: County Councillor Mr V Clarke, District Councillors Mrs J Onslow & Mr R Harris, five members of the public and one member of the press.

The Chairman made the necessary health and safety announcements.

37/15 Apologies

Members accepted apologies from Cllrs Halstead, Hargreaves & Kendall & District Councillors Mrs J Gray.

38/15 Declarations of interests

There were no declarations.

39/15 Chairman's announcements

The Chairman said that there was to be a public exhibition in the village hall on Saturday 21st March to show new proposed plans for the West Liss pavilion development & collect feedback from the public.

Members were reminded of the restrictions on decision making & publicity during the pre-election period. A note containing exact details had been circulated.

The Chairman said that a nine year old girl from the Parish had approached Council requesting assistance with a sponsored litter pick on 14th March in the village centre. He had responded saying that unfortunately the Council could give no assistance; however, he & some District Councillors had made personal donations to the charity & he encouraged others to do so as well.

The Chairman announced that the Southdowns Camerata would be holding another Liss Spirit of Music Festival from 2nd to 10th May. It was hoped that this would become an annual event.

With regard to the forthcoming election, the Chairman explained the nomination requirements & the timescale. The Chairman said that new regulations on bus passes were coming into force restricting their use till post 9.30am. Certain routes had exemptions including service 38 where they could be used pre 9.30am but that did not extend to Liss. He was making an appeal against this decision.

40/15 Public participation

Members agreed a period of adjournment to receive comments from the public.

Mr Chads asked if there was an update on the West Liss pavilion scheme. The Chairman replied that there would be under agenda item 11.

Referring to the public exhibition, Mr Chads asked how people would be notified of the meeting. He was informed that LPC had published this on the website, on twitter & by posting notices. It had been hoped to put a letter through the doors of close neighbours to the site on this day but due to a technical hitch this would happen on 17th March.

Miss Wilson asked if the public would have an opportunity to comment at agenda item 11 & the Chairman replied that they would not but could lodge comments at the exhibition.

Mrs Perry asked if a model of the pavilion would be on display & the Chairman replied that there was no model but revised drawings would be on show; these could be compared with those of the existing approved application.

Mr Chads said that at the January meeting it had been agreed that new photographs would be taken. The Chairman said that the photographs were not out of date.

Mrs Perry asked why it was a modern design as this was out of keeping. The Chairman replied that there would be a chance to comment during the planning process.

Miss Wilson asked if the Highways department had been consulted & the Chairman replied that they had raised no objections.

Cllr Smith explained that there was an existing planning permission & that the design had not been changed. LPC was holding a public exhibition & would consider comments received & then decide to apply for planning approval. During the planning process everyone would have a chance to submit comments to SDNP.

Mr Chads said that LPC had agreed to display a model; he asked why the site had moved.

Cllr Smith urged him to attend the exhibition. He added that it was procedurally improper to debate the issue at this point. Residents should engage with the planning process at the correct point.

There were several complaints about the shortage of notice. Four days was not long enough.

In view of this Cllr. Linsley suggested that a second exhibition should be held.

The Chairman said he had already stated that this would happen although LPC was under no obligation to do so. The meeting was then reconvened.

41/15 Report of District Councillors

District Councillor Mrs Onslow said that all three local District Councillors had grant supported the Spirit of Music festival, enhancements to the Riverside Railway Walk & the CCTV project at the Community Centre.

Cllr Harris, responding to a question from February Council, said that there were 23 outstanding planning applications for Liss,

The Chairman said that was not an answer to the question that was for the number of pre-application requests that were outside of the statutory consultation time.

Cllr Onslow said that the question should be put to the head of EHDC planning.

42/15 Minutes of the meeting of 16th February 2014

The minutes of the Council meeting of 16th February, proposed by Cllr Mayo and seconded by Cllr Thomas, were agreed unanimously as a correct record.

Resolved: That the minutes of the Council meetings of 16th February be accepted as a correct record.

43/15 – Matters Arising

- i) Emergency Flood Risk arrangements – The Chairman informed the meeting that the public meeting of 17th February had been successful & that there was now to be a meeting of volunteer flood wardens on 8th April at 6pm in the village hall.
- ii) Bus service cuts – The Chairman reported that he had met with the HCC & SDNP & contact had been made with potential service operators for the proposed Saturday service. As it was being part sponsored by the SDNP it would require some route adjustments to include points of interest. The scheme was for an initial one year trial.

44/15 – Clerks Report

The Clerk presented a report combining all financial transactions with correspondence & explained that this would be the intended format of future reports. After discussion the following was resolved:

45/14 Approval of schedules of payments

Resolved: The Schedules of cheques, proposed by Cllr Mayo & seconded by Cllr Payne, be approved. As per attached Clerk's report.

46/15 Correspondence

The following correspondence was reviewed & agreed:

- The Chairman & Cllr Linsley would attend the HCC "Your County Your Say" event at Winchester on 26th March.
- The Chairman had attended the EHDC "Commissioning the Voluntary Sector" event on 16th March.
- The correspondence from D Hinds MP relating to protecting our pubs would be referred to the Neighbourhood Plan team.
- Cllr Dodds had attended the EHDC Community TCG meeting on 11th march.

47/15 Reports of Committees

Buildings Committee

Resolved: The draft minutes of the Buildings Committee of 2nd March were noted.

Cllr Thomas reviewed the draft minutes; he commented that the fire safety work on the village hall was now complete & new regulations would be incorporated in the rental agreement.

Grounds Committee

Resolved: The draft minutes of the Grounds Committee of 2nd February were noted.

Cllr Dodds reviewed the draft minutes. He informed the meeting that work on the Riverside Railway Walk to improve a section of footpath near the allotments would commence on 17th March.

Planning Committee

Resolved: The draft minutes of the Planning committee of 9th March were noted.

The Chairman reviewed the draft minutes.

48/15 Motion proposed by the Chairman

"That Liss Parish Council resolves to proceed with a planning application & revised drawings on the basis of option three for the siting of the proposed West Liss pavilion development, this site being in the same location as option 1 (approved) but moved approximately 10m north west".

The Chairman introduced the motion & the reasons for the proposed site movement. This had arisen from comments from the SDNP in pre-application advice for option 2 as well as consideration of comments of objection from residents in Station Road. There would be no alterations to the provided accommodation; there was an opportunity for additional parking. Some storage would be lost but it was proposed to retain the existing disused toilet block for the scout group's storage. This proposal would largely retain the street scene as well as the grassed space between the boundary & the pavilion.

Cllr Chads asked why there should be any loss of open space that was used by many children. Cllr Payne responded that it was a relatively small amount.

Cllr Linsley asked what the loss of storage was & the Chairman said that the original design had storage under the roof but with a new lower roof design this would be lost.

Members then agreed a short period of adjournment to receive comments from the public.

Miss Wilson said this was not the way forward & felt that it was possible to renovate the existing buildings.

The Chairman explained that renovation was not an option.

Miss Wilson then said that the existing buildings should be replaced on a like for like basis.

Cllr Payne said that the proposed scheme had been on the cards for four years & had received huge public support as well as many donations. Until the decision to move the site was made there had been no issues. He believed that the public still supported the project.

Mr Chads said that everyone would like a new building but only one design had been put forward & it was different to the surrounding buildings.

The meeting was then reconvened.

Cllr Wright asked if it would be possible to mark the footprint of the proposed building with white lining & the Chairman replied that it was.

Cllr Dodds proposed that the motion be amended as follows:

“ That Liss Parish Council resolves to proceed with a planning application & revised drawings on the basis of option three for the siting of the proposed West Liss pavilion development, this site being in the same distance from the Station Road boundary as the location of option 1 (approved) but moved approximately 10m north west parallel with Station Road”.

The Chairman accepted the amendment & the motion, seconded by Cllr Payne, and was moved.

Resolved: The motion was approved by a vote of eight in favour with one against.

49/15 Motion proposed by Cllr Mayo

That Liss Parish Council makes a bid for the unallocated Developers' Contributions' held by EHDC as follows:
Open Space Funds - £1212 for notice boards,
Environmental Improvements - £3547 for enhancement of the Riverside Railway Walk”.

Cllr Mayo explained that the motion was aimed at using up any remaining LPC Developers' Contributions funds held by EHDC before the switch to CIL.

Resolved: The motion was approved unanimously.

50/15 Report of County Councillor

County Councillor Mr V Clarke reported that that HCC owned a substantial & diverse property portfolio with a total value of £2.78 billion.

The unemployment rate for Liss was 0.5%. In January the HCC Highways team had gritted 11049 miles of road, in January & cleared 285 gullies; 1479 sq m of carriageway had been resurfaced & 124 potholes repaired. In 2014 50000 potholes had been repaired. Overall 50000 potholes in Hampshire had been repaired in 2014.

The Boundary Commission had started an investigation into County Council seats & it was likely that the Petersfield Hangers Division would increase in size by about one eighth.

51/15 Matters of Concern to Councillors

There were no matters raised.

52/15 Reports from outside bodies

Cllr Smith reported that the NCPF Trust had to delay the pavilion extension & this would necessitate a new planning application. LPC's complaint over litter near the football dugout had been put to the Trust & they would investigate the matter.

Cllr Dodds had attended the EHDC Community TCG meeting where issues covered had included the cctv coverage of the public toilet area at the Triangle & the misuse of nitrous oxide.

Cllr Chads had attended a meeting of the Crossover & reported that they were desperate for new volunteers.

Cllr Wright had attended the SDNPA planning committee meeting where the draft local plan had been discussed. The plans covering such issues as travellers, affordable housing & transport, were available on their website.

The Chairman had attended an EH Rail partnership meeting that had also been attended by other national partnerships. There had been a presentation by S W Trains on their plans for the next 15 years.

The Chairman had also attended the EHDC Commissioning event.

Members agreed a period of extension to the meeting not exceeding thirty minutes.

53/15 Exclusion of the press & public

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

The Chairman closed the meeting at 21.36 hrs

Next meeting: Monday 16th March 2015, 19.30hrs

54/15 Report from Committee

- **West Liss Pavilion Development Committee**

Resolved: The draft minutes of the West Liss Pavilion Development Committee of 25th February were noted.



Liss Parish Council

Clerk's Report to Council

March 2015

- 1) Bank Payments made since last Council meeting or to be approved at this meeting.
- 2) Lists of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last meeting.
- 4) Payments made from petty cash since the last Council meeting.
- 5) Correspondence requiring action or for note. Bank Payments made since last Council meeting or to be approved at this meeting.

1) Bank payments made since last Council meeting & to be approved at this meeting

Main Account

Chq. No.		£	Less VAT	Net
2360	Pitchmark - white liner	100.77	16.79	83.98
2361	Blendworth Tyres - Landover ramp & mesh	420.00	70.00	350.00
2362	Admin support - Neighbourhood Plan costs	289.44	4.24	285.20
2363	Amazon - vacuum cleaner for garage	94.98	79.15	15.83
2198	E H Woodcraft - lost cheque	-110.00		-110.00
2364	E H Woodcraft - replacement cheque for donation	110.00		110.00
2365	Mow Direct - chipping machine	2249.00	374.83	1874.17
2366	Viking - stationery & postages	136.37	5.08	131.29
2367	Hillier garden Centre - grounds maintenance costs	19.99	3.33	16.66
2368	U-Do DIY - grounds maintenance costs	65.64	10.94	54.70
2369	Altis Industries - grounds maintenance costs	18.82	3.14	15.68
2372	Hants Pension Fund- March	866.52		866.52
2373	Post Office - tax & NI March	1270.33		1270.33
Trf	Salaries - March	4196.21		4196.21
DD	Talk Talk - February	15.31	2.55	12.76
		9743.38	570.05	9173.33

Chq No.		£	Less VAT	Net
1135	Veolia ES (UK)Ltd - bins February	126.43	21.07	105.36
1136	PRS for Music - 2015 license	648.90	108.15	540.75
1137	Hants Pension Fund- March	223.49		223.49
1138	HM Customs & Rev - tax/NI March	56.26		56.26
DD	British Gas - village hall	1250.38	208.39	1041.99
Trf.	Salaries - March	801.51		801.51
		3106.97	337.61	2769.36

Charities Account

West Liss Pavilion Development Account

Chq No.		£	Less VAT	Net
087	EHDC - renewal of gambling license	20.00		20.00
		20.00	0.00	20.00

2) Lists of receipts banked since last Council meeting.

Main Account

<u>Current Account</u>	£
Fixed Term Deposit interest	6.90
Charges for copier	0.54
Sale of walks leaflets	37.85
Lloyds - return of bacs payment	358.39
Lloyds - compensation payment	150.00

553.68

30 Day Deposit Account

Interest	£	0.49
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0.49

Charities Account

<u>Current Account</u>	£
No receipts	0.00

0.00

Instant Access Deposit Account

Village Hall rents	846.82
West Liss rents	133.50
Allotment rents	96.00
Interest	0.30

1076.62

West Liss Pavilion Account

No receipts	£	0.00
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0.00

3) Details of fixed term deposits maturing or placed since last meeting.

Main Account

<u>Deposits matured</u>	£
Six week deposit	20000.00
	<hr/>
	20000.00
<u>Deposits Placed</u>	£
Six week deposit	20000.0

20000.00

West Liss Pavilion Account

<u>Deposits matured</u>	£
No funds maturing	0.00
	<hr/>
	0.00
<u>Deposits Placed</u>	£
No funds placed	0.00
	<hr/>
	0.00
	<hr/>

4) Payments made from petty cash since the last Council meeting.

Main Account

Voucher no.	Description	£	Less VAT	Net £
72	Office costs - milk/paper	1.24		1.24
73	LCR - fuel	10.81	1.80	9.01
74	Office costs - coffee/paper	4.32		4.32
75	Office costs - tea/milk/paper	5.64		5.64
76	Travel - Chairman to Winchester	19.30		19.30
77	Office costs - tea/milk	5.43		5.43
78	Office costs - milk/paper	2.45		2.45
		<hr/>	<hr/>	<hr/>
		49.19	1.8	47.39

Charities Account

Voucher no.	Description	£	Less VAT	Net £
11	Window cleaning - village hall	30.00		30.00
12	New waste bin - West Liss	27.11	4.52	22.59
		<hr/>	<hr/>	<hr/>
		57.11	4.52	52.59

5) Correspondence requiring action or for note. Bank Payments made since last Council meeting or to be approved at this meeting.
(as attached).

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 20th April 2015.

Members

*Mr K Budden (Chairman), Mrs R Chads, *Mr D Dodds, *Mrs S Halstead, *Mr R Hargreaves, Mr M Kendall, *Mr H Linsley, *Mr B Mayo, *Mr P Payne (Vice Chairman), *Mr A Smith, *Mr E Thomas & Ms A Wright.
* Present

Clerk: R Bowery.

In attendance: County Councillor Mr V Clarke, District Councillors Mrs J Gray, one member of the public and one member of the press.

The Chairman made the necessary health and safety announcements.

54/15 Apologies

Members accepted apologies from Cllrs Kendall & Wright & from District Councillor Mrs J Onslow.

55/15 Declarations of interests

There were no declarations.

56/15 Chairman's announcements

The Chairman welcomed Members & other attendees to what was the last meeting of the Council before local elections. He congratulated those who had stood for election & been returned unopposed & welcomed new Members. He thanked Cllr Chads & Payne for their contributions & paid particular tribute to Cllr Payne who had been a Liss Councillor for 17 years serving on many committees & who, as Vice Chairman, had covered the Chairman's recent prolonged absence through ill health so well.

Cllr Payne responded saying that he had joined the Council with the aim of achieving things for the betterment of the community; he regretted the coming of party politics to the Council with representation from outside of the village & for specific political parties. He would remain involved in the Neighbourhood Plan project. He also expressed shock at the recent internal email that contained potentially slanderous accusations against one Councillor.

The Chairman was sad to announce the passing of Dr R Ellis who had been Vice Chairman of HALC. Cllr Halstead added that Dr Ellis had been a County Councillor who was a strong supporter of parishes.

The Chairman reported that he & the Assistant Clerk would be attending the 35th anniversary lunch of the Liss RVS Luncheon Club on 14th May & expressed his congratulation on the longevity & success of the club.

The Chairman announced that there would be a hustings for the General Election at the Triangle on 28th May at 7.30pm. Conservative candidate, Damian Hinds, was holding a public meeting at the Triangle on 21st April.

The Chairman reminded those Members who had been re-elected that they must submit their expense returns, even if they were nil, by 11th June.

The Chairman asked Members to consider which committees they wished to serve on in the coming Council year.

57/15 Public participation

Members agreed a period of adjournment to receive comments from the public.

Mr Pay asked if there was any news on the progress of the highways improvements to Forest Road.

The Chairman said that the County Councillor would be asked to follow the matter up.

The meeting was then reconvened.

58/15 Report of District Councillors

District Councillor Mrs Gray said that EHDC were carrying out a blitz on litter; the Radian planning application for Inwood Road was likely to come forward in July.

The Chairman, on behalf of LPC, expressed sincere thanks to Cllr Gray, as well as Cllrs Onslow & Harris, for their help & cooperation with Liss over the past Council term.

Cllr Halstead endorsed the Chairman's comment, adding that Cllr Gray had particularly done a huge amount of work on planning.

59/15 Minutes of the meeting of 16th March 2014

The minutes of the Council meeting of 16th March, proposed by Cllr Mayo and seconded by Cllr Linsley, were agreed unanimously as a correct record.

Resolved: That the minutes of the Council meetings of 16th March be accepted as a correct record.

District Councillor Mr V Clarke joined the meeting at this point.

60/15 – Matters Arising

- i) Neighbourhood Plan – Cllr Hargreaves updated Members on the progress so far. There were four working groups & the Housing Needs & Housing Sites groups had held their first meetings. Cllr Wright was leading the Environmental Impact group & Mr Mannerings the Commercial Facilities group.
A memorandum of understanding between SDNPA, LNPG & LPC was to be signed.
A Strategic Environmental assessment needed to be done & hopefully there would be funding from the SDNP for this as well as cost savings from using the same contractor as SDNPA.
The Chairman of the LNPG would supply a full written report on progress so far to the new Council but would not be able to attend on 18th May.
- ii) Flood Action Group – Cllr Kendall had circulated by email a report updating Members on a group meeting on 8th April. It had been agreed to compile a profile of the village trouble spots, to compile a picture of land ownership & responsibilities with help from HCC & others & to monitor progress at the next group meeting in June. It was also hoped to convene a larger meeting of agencies & residents in September & then to prepare an emergency plan & hold a practical exercise to test the network.
- iii) West Liss pavilion development – Cllr Kendall had circulated by email a resume of the position on the project & the Chairman read a Motion proposed by Cllr Kendall:
“That Liss Parish Council delegates the appointment of Mechanical & Engineering contractor to the Chairman & Cllr Thomas. This Motion is tabled under the provisions of Standing Order 13(d) as:
 - The matter could not have been considered at the March meeting as it had not been raised by Cllr Thomas.
 - That it would unnecessarily delay preparation of technical drawings to wait for a committee to be convened formally.
 - Councillors are asked to agree that the proposal be considered at less than three days notice.”

Cllr Payne asked Cllr Thomas if he was content to second the motion.

Cllr Thomas replied that Cllr Kendall was not aware of some recent events affecting the issue & that he was not happy to take responsibility. The Chairman added that he was not comfortable with the motion.

Cllr Dodds asked what the consequences of delaying a decision were.

Cllr Thomas said that a complete set of documents should be available in mid May, so there was no delay.

With no seconder the Motion failed.

61/15 Report from County Councillor

County Councillor Mr Vaughan Clarke congratulated Liss on the election of its new Council.

HCC had taken action to alleviate pressure on hospitals by supplying extra funds for additional nursing home beds, occupational therapists & physiotherapy staff to accelerate recovery times. This was on top of extra money for social care packages.

Despite 700 voluntary redundancies last year HCC had to employ 900 extra employees because of work taken on from other authorities; HCC now completes some £100m of external work.

EHDC still had the lowest broadband coverage in Hampshire despite an increase from 62% to 92% in the last few years. Take up was increased to 19.4% & this was critical as when it reached 30% it would trigger £2m investment from BT.

The Highways team have brought two high speed patching machines into the County for the next three months & they would be employed locally in Hawkley & Empshott.

62/15 – Clerks Report

The Clerk presented a report combining all financial transactions with correspondence & explained that this would be the intended format of future reports.

The Chairman declared a personal interest in the schedule of payments arising from a payment to a company of which he was a director for work relating to the Neighbourhood Plan website. He left the room & the Vice Chairman took the chair.

After discussion the following was resolved:

Approval of schedules of payments

Resolved: The Schedules of cheques, proposed by Cllr Mayo & seconded by Cllr Halstead, be approved. As per attached Clerk's report.

The Chairman rejoined the meeting.

The Schedule of receipts & petty cash payments, proposed by Cllr Mayo & seconded by Cllr Halstead, be approved.

The Schedule of correspondence was reviewed & the following action agreed:

EHDC Community Safety – The Chairman & Cllr Linsley would attend the counter terrorism workshop on 18th May.

63/15 Reports of Committees

- Planning Committee

Resolved: The draft minutes of the Planning Committee of 7th April were noted.

Cllr Halstead reviewed the draft minutes. Subsequent to the meeting a consultation had been received from EHDC relating to a variation of license at 41 Station Road that needed a quick response. After discussion it was agreed that the following comments be submitted to EHDC:

- Objection to the variation of condition 7 of annexe 3. There are concerns that cigarette smoke will affect not only the neighbouring flats but the newly created dwellings adjacent to cafe bar 41.

- No objection to the variation of condition 8 of annexe 3 relating to the external doors. These doors are a valued historic feature & LPC consider the condition unnecessary.

- **Highways Committee**

Resolved: The draft minutes of the Highways Committee of 13th April were noted.

Cllr Linsley reviewed the draft minutes. He drew Members attention to minute 16/H15 relating to unsocial parking on the small amount of open space on Dennis Way.

Members agreed that EHDC & Radian be asked to survey residents to establish their wishes.

Cllr Halstead, referring to the item raised in public participation asked the County Councillor to establish the time schedule for road works on Forest Road.

Cllr Payne left the meeting at this point.

64/15 Motion proposed by Cllr Mayo

“ That the Chairman of the Liss Neighbourhood Plan Group be requested to attend the May Council meeting in order to update Members on the progress of the Plan.”

Cllr Mayo introduced his Motion & explained the reasons behind it. He added that the meeting had heard from Cllr Hargreaves in his report.

Cllr Hargreaves said that, as explained, Sir John Dunt would not be able to attend on 18th May but he was more than happy to attend at any other time. There would be a full written report submitted for May.

Cllr Linsley suggested that the matter be taken in June; Cllr Mayo said it was important to receive this at the earliest opportunity.

The Chairman said that there might be some benefit in seeing Sir John after having digested the written report.

Cllr Hargreaves seconded the Motion.

Resolved: The Motion was moved unanimously.

65/15 Matters of Concern to Councillors

Cllr Linsley suggested that Council express formal thanks to Cllr Chads. The Chairman replied that he had thanked Cllr Chads already.

The Chairman raised the issue of severely deteriorated pavements on the Greenfields estate.

This matter was referred to the District Councillor for investigation.

The Chairman said that cycle way signage in the NCPF had been turned. It was agreed to ask the groundsman to investigate.

There were no matters raised.

66/15 Reports from outside bodies

Cllr Linsley reported that he would be attending a meeting of the NCPF Trust on 21st April.

Cllr Dodds had attended a meeting of the East Hants Community TCG group on 8th April. Police had finalised an update to schools & the use of nitrous oxide in the area had fallen off.

It was agreed that the Assistant Clerk be asked to organise a meeting of the police liaison committee as soon after 18th May as possible. Cllr Smith suggested the Police Commissioner be invited.

The Chairman, with Cllr Linsley, had attended a meeting of the trustees of Coryton Almshouses Trust.

The Chairman had attended a conference organised by Radian at Marwell Zoo.

67/15 Exclusion of the press & public

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

The Chairman closed the meeting at 21.35 hrs

Next meeting: Monday 18th May 2015, 19.30hrs

68/15 Report from Staff Committee

Cllr Smith declared a personal issue & left the meeting.

- **Staff Committee**

Resolved: The draft minutes of the Staff Committee of 15th April were noted.

The Chairman reviewed the minutes of the meeting. He proposed:

That Liss Parish Council adopt the Disciplinary Procedure, Rules for dealing with Disciplinary Issues. Grievance Procedure, Rules for dealing with staff Grievances & the Remuneration Policy as circulated prior to the meeting.

The Motion was seconded by Cllr Mayo.

Cllr Linsley proposed that the Motion be adjourned till the next Council meeting as he felt the matter was important & should be on the agenda.

There was no seconder & Cllr Linsley's proposal failed.

At this point an extension of the meeting by no more than 30 minutes was agreed.

In discussion it was agreed to amend the Remuneration Policy as follows:

Holidays

Remove "Up to 5 days leave can be carried forward into the next leave year with the Council's agreement."

Replace with "Up to 5 days leave can be carried forward into the next leave year with the Line manager's agreement."

Resolved: The Motion, amended as above, was moved on a vote of six for with one abstention.



Liss Parish Council

Clerk's Report to Council

April 2015

- 1) Bank Payments made since last Council meeting or to be approved at this meeting.
- 2) Lists of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last meeting.
- 4) Payments made from petty cash since the last Council meeting.
- 5) Correspondence requiring action or for note. Bank Payments made since last Council meeting or to be approved at this meeting.

1) Bank payments made since last Council meeting & to be approved at this meeting

Main Account

Chq. No.		£	Less VAT	Net
2372	Waltet -Materials - R R Walk project	1036.80	172.80	864.00
2373	Pembrooks - flowers for APM	65.00		65.00
2374	Charities account - trf of rent receipt	140.86		140.86
2375	The Sign Shop - signs for grounds	50.87	8.48	42.39
2376	Social Shopping Online - NP website	96.00		96.00
2377	Petty Cash	150.00		150.00
2378	Neighbourhood Plan admin Feb.	120.00		120.00
2379	Neighbourhood Plan admin Mar.	216.00		216.00
2380	Cancelled	0.00		0.00
	Annual Grant payments:			
2381	Liss Community Centre	2700.00		2700.00
2382	East Hants CAB	3600.00		3600.00
2383	WRVS Lunch Club	1600.00		1600.00
2384	Crossover Youth Centre	1500.00		1500.00
2385	LAHS	300.00		300.00
2386	Liss Village Club	100.00		100.00
2387	Liss Band	110.00		110.00
2388	LPCC	175.00		175.00
2389	1st Liss Scouts	250.00		250.00
2390	East Hants Woodcraft Folk	110.00		110.00
2391	LUPIN	200.00		200.00
2392	LAFC	200.00		200.00
2393	HIOW Victim Support	200.00		200.00
2394	LGH Friendship Fund	250.00		250.00
2395	Home Start Butser	250.00		250.00
2396	Zurich Municipal - Vehicle insurance	1067.53		1067.53
2397	JM Electrics - new lights for office	80.00		80.00
2398	Citroencare - service Land Rover	457.39	67.09	390.30
2399	AB Alarms - new & replacement cctv	1362.00	227.00	1135.00
DD	BT - telephone	210.14	35.02	175.12
DD	Talk Talk - April	15.31	2.55	12.76
		16612.90	512.94	16099.96

Charities Account

Chq No.		£	Less VAT	Net
1139	Prestige Doors – roller shutter	1034.10	172.35	861.75
1140	JM Electrics - replace light hall	120.00		120.00
1141	EHDC - village hall council tax	61.62		61.62
1142	Veolia ES (uk) Ltd - bins	189.64	31.60	158.04
DD	SSE - village hall electricity	239.80	11.41	228.39
		1645.16	215.36	1429.80

West Liss Pavilion Development Account

Chq No.		£	Less VAT	Net
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088	JHAI - buiding regs work	312.00	52.00	260.00
		312.00	52.00	260.00

2) Lists of receipts banked since last Council meeting.

Main Account

<u>Current Account</u>	£
War stock Interest	7.53
War Stock maturity redemption	800.00
Sale of scrap metal	54.04
Lloyds - return of bacs payment (duplicated)	358.39
Transfer from deposit account	6000.00
	7219.96

<u>30 Day Deposit Account</u>	£
Interest	0.81
District Councillor Grants	2298.00
	2298.81

Charities Account

<u>Current Account</u>	£
Transfer from Deposit account	2500.00
	2500.00

<u>Instant Access Deposit Account</u>	
Village Hall rents	1402.30
West Liss rents	181.00
Allotment rents	0.00
Interest	0.22
	1583.52

West Liss Pavilion Account

	£
No receipts	0.00
	0.00

3) Details of fixed term deposits maturing or placed since last meeting.

Main Account

<u>Deposits matured</u>	£
Six week deposit	0.00
	0.00
<u>Deposits Placed</u>	£
Six week deposit	0.00
	0.00

West Liss Pavilion Account

<u>Deposits matured</u>	£
No funds maturing	0.00
	<u>0.00</u>
<u>Deposits Placed</u>	£
No funds placed	0.00
	<u>0.00</u>

4) Payments made from petty cash since the last Council meeting.

Main Account

Voucher no.	Description	£	Less VAT	Net £
79	Engraving Good Villager trophy	12.00	2.00	10.00
80	Office costs - milk/paper	1.24		1.24
81	Project costs - R R Walk	11.15		11.15
82	Chairman's travel to EHDC	6.80		6.80
83	Office costs - milk	1.96		1.96
84	Project costs - R R Walk	8.70		8.70
85	Groundsman's phone top up	20.00		20.00
86	Scanning drawings	14.40	2.40	12.00
87	Local paper	0.75		0.75
		<u>77.00</u>	<u>4.40</u>	<u>72.60</u>

Charities Account

Voucher no.	Description	£	Less VAT	Net £
	No payments made.			0.00
				0
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

5) Correspondence requiring action or for note. Bank Payments made since last Council meeting or to be approved at this meeting.(as attached).



Liss Parish Council

Clerk's Report to Council

April 2015

- 1) Bank Payments made since last Council meeting or to be approved at this meeting.
- 2) Lists of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last meeting.
- 4) Payments made from petty cash since the last Council meeting.
- 5) Correspondence requiring action or for note. Bank Payments made since last Council meeting or to be approved at this meeting.

1) Bank payments made since last Council meeting & to be approved at this meeting

Main Account

Chq. No.		£	Less VAT	Net
2372	Waltet -Materials - R R Walk project	1036.80	172.80	864.00
2373	Pembrooks - flowers for APM	65.00		65.00
2374	Charities account - trf of rent receipt	140.86		140.86
2375	The Sign Shop - signs for grounds	50.87	8.48	42.39
2376	Social Shopping Online - NP website	96.00		96.00
2377	Petty Cash	150.00		150.00
2378	Neighbourhood Plan admin Feb.	120.00		120.00
2379	Neighbourhood Plan admin Mar.	216.00		216.00
2380	Cancelled	0.00		0.00
	Annual Grant payments:			
2381	Liss Community Centre	2700.00		2700.00
2382	East Hants CAB	3600.00		3600.00
2383	WRVS Lunch Club	1600.00		1600.00
2384	Crossover Youth Centre	1500.00		1500.00
2385	LAHS	300.00		300.00
2386	Liss Village Club	100.00		100.00
2387	Liss Band	110.00		110.00
2388	LPCC	175.00		175.00
2389	1st Liss Scouts	250.00		250.00
2390	East Hants Woodcraft Folk	110.00		110.00
2391	LUPIN	200.00		200.00
2392	LAFC	200.00		200.00
2393	HIOW Victim Support	200.00		200.00
2394	LGH Friendship Fund	250.00		250.00
2395	Home Start Butser	250.00		250.00
2396	Zurich Municipal - Vehicle insurance	1067.53		1067.53
2397	JM Electrics - new lights for office	80.00		80.00
2398	Citroencare - service Land Rover	457.39	67.09	390.30
2399	AB Alarms - new & replacement cctv	1362.00	227.00	1135.00
DD	BT - telephone	210.14	35.02	175.12
DD	Talk Talk - April	15.31	2.55	12.76
		16612.90	512.94	16099.96

Charities Account

Chq No.		£	Less VAT	Net
1139	Prestige Doors – roller shutter	1034.10	172.35	861.75
1140	JM Electrics - replace light hall	120.00		120.00
1141	EHDC - village hall council tax	61.62		61.62
1142	Veolia ES (uk) Ltd - bins	189.64	31.60	158.04
DD	SSE - village hall electricity	239.80	11.41	228.39
		1645.16	215.36	1429.80

West Liss Pavilion Development Account

Chq No.		£	Less VAT	Net
088	JHAI - buiding regs work	312.00	52.00	260.00
		312.00	52.00	260.00

2) Lists of receipts banked since last Council meeting.

Main Account

<u>Current Account</u>	£
War stock Interest	7.53
War Stock maturity redemption	800.00
Sale of scrap metal	54.04
Lloyds - return of bacs payment (duplicated)	358.39
Transfer from deposit account	6000.00
	7219.96

<u>30 Day Deposit Account</u>	£
Interest	0.81
District Councillor Grants	2298.00
	2298.81

Charities Account

<u>Current Account</u>	£
Transfer from Deposit account	2500.00
	2500.00

<u>Instant Access Deposit Account</u>	
Village Hall rents	1402.30
West Liss rents	181.00
Allotment rents	0.00
Interest	0.22
	1583.52

West Liss Pavilion Account

	£
No receipts	0.00
	0.00

3) Details of fixed term deposits maturing or placed since last meeting.

Main Account

<u>Deposits matured</u>	£
Six week deposit	0.00
	0.00
<u>Deposits Placed</u>	£
Six week deposit	0.00
	0.00

West Liss Pavilion Account

<u>Deposits matured</u>	£
No funds maturing	0.00
	0.00
<u>Deposits Placed</u>	£
No funds placed	0.00
	0.00

4) Payments made from petty cash since the last Council meeting.

Main Account

Voucher no.	Description	£	Less VAT	Net £
79	Engraving Good Villager trophy	12.00	2.00	10.00
80	Office costs - milk/paper	1.24		1.24
81	Project costs - R R Walk	11.15		11.15
82	Chairman's travel to EHDC	6.80		6.80
83	Office costs - milk	1.96		1.96
84	Project costs - R R Walk	8.70		8.70
85	Groundsman's phone top up	20.00		20.00
86	Scanning drawings	14.40	2.40	12.00
87	Local paper	0.75		0.75
		<u>77.00</u>	<u>4.40</u>	<u>72.60</u>

Charities Account

Voucher no.	Description	£	Less VAT	Net £
	No payments made.			0.00
				0
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

5) Correspondence requiring action or for note. Bank Payments made since last Council meeting or to be approved at this meeting.
(as attached).

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 18th May 2015.

Members

*Mr K Budden (Chairman), *Mr D Dodds, *Mr R Evans, *Mrs S Halstead, *Mr R Hargreaves, *Mr D Jerrard, *Mr M Kendall, *Mr H Linsley, *Mr B Mayo, *Mr A Smith, *Mr E Thomas & *Ms A Wright.

* Present

Clerk: S. Smith.

In attendance: County Councillor Mr V Clarke, District Councillor Mrs Laetitia Pienaar, three members of the public and one member of the press.

The Chairman made the necessary health and safety announcements.

55/15 Apologies

Members accepted apologies from District Councillors Mrs J Onslow.

County Councillor Mr V Clarke had notified the Council that he would be arriving late.

56/15 Declarations of interests

There were no declarations.

57/15 Election of Chairman

Cllr Budden, proposed by Cllr Kendall & seconded by Cllr Mayo, was unanimously elected as Chairman for the ensuing year. The Declaration of Acceptance of Office of Chair was signed.

58/15 Election of Vice-Chairman

Cllr Kendall, proposed by Cllr Thomas & seconded by Cllr Mayo, was unanimously elected as Vice Chairman for the ensuing year.

Cllr Evans and District Councillor Pienaar arrived at this point.

59/15 Chairman's announcements

The Chairman congratulated Cllr Kendall on becoming Vice-Chairman.

The Chair reported that he had the honour of welcoming Her Royal Highness Princess Alexandra when she attended an informal meeting at the Crossover Centre. He had also attended an excellent concert at St Peter's Church as part of the Spirit of Music Festival and the 35th Anniversary Lunch of the Luncheon Club along with the Assistant Clerk the initial meeting of the Liss Business Network at 41 Station Road.

The Chair noted that work had begun on constructing the pavement between St Mary's Road and the new entrance to the West Liss Pavilion Site as part of Hampshire County Council's operation resilience programme.

The Chair reminded councillors about submitting election expense returns which were due in by 6th June and Nil returns were still required for Parish Elections.

The Chair advised that from 18 May residents who drop litter, chewing gum or cigarette butts, or don't clean up after their dog, run the risk of a £75 fine. The campaign will be run across the district but officers will be focusing on the worst affected areas. Residents who would like to report a litter 'hot spot' to the council can call the litter line on 01730 234131 and officers will visit that area. The scheme will be enforced by officers from Kingdom Security Ltd who will be uniformed with EHDC livery and carry official ID. The six month pilot has been launched to reduce litter in the district and there is no expectation it will generate a profit. Any money made will be ploughed back into public services.

60/15 Public participation

Members agreed a period of adjournment to receive comments from the public. There were no comments. The meeting was then reconvened.

61/15 Report of District Councillors

District Cllr Kendall advised that he and District Cllr Pienaar would find out which portfolios they would be responsible for at the District Council meeting on Thursday. This would make clearer their responsibilities. Cllr Pienaar noted that due to a six-month training requirement it would not be possible for her to sit on the Planning Committee, although the benefits of having a participant and observer on the committee were noted by Members. Cllr Kendall and Cllr Pienaar were both very keen to establish how they could work with and support the Parish Council. Jenny Gray was praised for her time as District Councillor for Liss.

62/15 Appointments to Committees

The following appointments to Committees were unanimously agreed.

Planning Committee: Cllr Budden (ex-officio), Cllr Kendall (ex-officio), Cllrs Evans, Halstead, Hargreaves, Linsley, Mayo, Thomas & Wright.

Grounds Committee: Cllr Budden (ex-officio), Cllr Kendall (ex-officio), Cllrs Dodds, Halstead, Linsley, Mayo & Thomas. The Chairman of Buildings would also sit on the Grounds Committee.

Buildings Committee: Cllr Budden (ex-officio), Cllr Kendall (ex-officio), Cllrs Dodds, Hargreaves, Linsley, Mayo & Thomas. The Chairman of Grounds would also sit on the Buildings Committee.

Finance Committee: Cllr Budden (ex-officio), Cllr Kendall (ex-officio) Cllr Wright. The Chairmen of Grounds, Buildings & Highways would also sit on the Finance Committee.

Highways Committee: Cllr Budden (ex-officio), Cllr Kendall (ex-officio), Hargreaves, Linsley, Smith, Thomas & Wright.

Review Group for Standing Orders, Procedures & Agreements with third parties: Cllr Budden (ex-officio), Cllr Kendall(ex-officio), Cllrs Linsley, Mayo, Smith & Wright

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

West Liss Pavilion Development Committee: Cllr Budden (ex-officio), Cllr Kendall(ex-officio), Cllrs Linsley, Mayo & Thomas.

63/15 Appointment of Representatives to Outside Bodies

The following appointments were agreed unanimously:

The Newman Collard Playing Field & Pavilion Trust: Cllrs Smith & Linsley & Mr Mullenger.

Liss Community Association: Cllr Halstead.

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

Coryton Almshouses: Cllrs Budden, Kendall & Linsley,

Rake Village Hall Management Committee: Cllr Linsley.

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

The Dorothea & Mary Cole Foundation: Cllr Smith.

Crossover Youth Centre – Les Mann. Proposed by Cllr Linsley and seconded by Elwyn Thomas.

Liss Village Design Group: Cllr Wright.

The George Street Trust: Mrs M Keel. A request for a report would be made to Mrs Keel.

East Hants District Council Community Forum – All Members are invited to attend meetings of the Community Forum.

TCG – Cllr Dodds.

Neighbourhood Plan Steering Committee – Cllrs Halstead, Hargreaves & Wright.

64/15 Procedures and policies for review in the forthcoming year by the Review Committee

Members discussed and agreed on policies most in need of review. Cllr Evans asked if Council had considered outsourcing HR matters. Cllr Thomas advised that this had been looked into but proved to be costly. Cllr Wright highlighted that following an additional subscription to HALC HR Services, additional professional advice could be sought where required. Cllr Wright also highlighted the need for all members of the Review Committee to familiarise themselves with all policies and procedures. The Chair concluded that we should continue to ensure all policies and procedures are up-to-date.

Resolved: That the policies on Lone Working, Staff Training (including Fire Procedures), Risk Assessment, Health & Safety be reviewed in the forthcoming year and, if a need was determined for the policy, the Protocol for Public & Press reporting of Council meetings; That spot checks be carried out on the handling of complaints and FOI requests; That a rolling timetable be established for review of policies and procedures.

65/15 Minutes of the meeting of 20th April 2015

The minutes of the Council meeting of 20th April, proposed by Cllr Kendall and seconded by Cllr Mayo, were agreed unanimously as a correct record.

Resolved: That the minutes of the Council meetings of 20th April be accepted as a correct record.

66/15 – Matters Arising

i) Progress Report on the Liss Neighbourhood Plan

Cllr Hargreaves drew attention to the report which had been circulated and highlighted that a Neighbourhood Forum would be held on 11th July. Two stalls would also be manned outside Tescos on the two Saturdays prior to the event. These would display information including potential housing sites. Cllr Hargreaves clarified that the Steering Group meetings were not closed meetings and that anyone who wanted to help on the Working Groups would be very welcome to come forward. The Chair of the Steering Group would be invited to the next Council meeting.

ii) Bus Service

The Chair advised that the Saturday/ Sunday service to replace the number 38 was out to tender with local bus operators and expressions of interest had been invited by first week in June. Liss Forest would be included and it was hoped timings would be linked with the eco bus in Greatham to get to Bordon. The route could also give rise to some tourist interest and would be advertised in due course. Cllr Evans noted some reluctance in advertising the South Downs National Park as a tourist destination. Cllr Halstead advised that Mark Miller was employed by the National Park to promote the National Park and access via public transport, e.g. at Waterloo Station.

67/15 – Clerks Report

Resolved: The Schedule of payments made and cheques to be drawn on the main account, proposed by Cllr Mayo and seconded by Cllr Linsley, be approved. As per attached Clerk's report.

Resolved: The Schedule of payments made and cheques to be drawn on the charities account, proposed by Cllr Mayo and seconded by Cllr Linsley, be approved. As per attached Clerk's report.

Resolved: The Schedule of receipts & petty cash payments, proposed by Cllr Mayo & seconded by Cllr Hargreaves, be approved. As per attached Clerk's report.

The details of fixed term deposits would be clarified with the Clerk. It was thought that the deposit placed of £20000.00 was on a six week deposit rather than a six month deposit.

The Schedule of correspondence was reviewed & the following actions agreed:

EHDC Planning Training - Cllr Evans & Cllr Thomas would attend the training on 6/9 June. Cllr Linsley would attend should a further place be made available.

SDNP – Correspondence from Cllr Halstead on the SDNP election process was circulated in addition to correspondence from Doug Jones, previous parish appointee to the South Downs National Park Authority. Cllr Halstead strongly supported the re-appointment of Doug Jones and the Chair thought that Doug Jones had done

an excellent job. No alternative nominations would be made. The Assistant Clerk would ensure that future reports from Doug Jones were circulated to all Members.

County Councillor Mr V Clarke joined the meeting at 8.40pm.

68/15 Reports of Committees

Finance Committee

Resolved: The draft minutes of the Finance Committee of 22nd April were noted and the Statement of Internal Control and Financial Risk Assessment, proposed by Cllr Mayo and seconded by Cllr Dodds, were unanimously approved.

Cllr Mayo reviewed the draft minutes. He noted that the auditor's report following his visit on 12th May was awaited.

The Chair proposed that full Council should formally approve the Statement of Internal Control and the consideration of Financial Risk Assessment. The motion was seconded by Cllr Mayo. The motion was unanimously approved.

Planning Committee

Resolved: The draft minutes of the Planning Committee of 5th May were noted.

Cllr Halstead reviewed the draft minutes. She informed the meeting that strong objections had been made on two planning applications in West Liss as these had not been sufficiently revised to overcome LPC's previous concerns. She also highlighted that, following deliberations on the correct road name of Wheatham Road/ Barefoots, the Historical Society had found evidence supporting the use of Wheatham Road.

Members agreed a period of adjournment to receive comments from the public. A member of the public advised that he lived in the road in question and that it was known as Wheatham Road.

The meeting was then reconvened.

Resolved: That LPC respond to the request to adjudicate, advising that Wheatham Road should be used. A note would also be added to the Planning Minutes to reflect this outcome.

69/15 Report of County Councillor

County Councillor Mr V Clarke reported that Hampshire County Council has a statistical department responsible for forecasting the change of population in the County at every age, and these are the figures that are used to calculate the demand for school places several years in advance of any actual change. The department is noted for its accurate forecasting, and between the 2001 and 2011 census was within 1% of the actual figures. Because of its accuracy it has just been given the contract to supply all the figures for Bristol. The Hampshire population was 1.33m of which there are 1.02 registered voters. In Hampshire as a whole the registered voters represent 96.4%, though in East Hants this is only 92%. The population is estimated to grow by 6% by 2021.

The unemployment rate for Liss was 0.4% in March (11 people) and 0.3% in The Hangars and Liss Forest (5 people).

In March the HCC Highways team had gritted 3,184 miles of road, resurfaced 1,152 sq m of carriageway, repaired 147 potholes, completed 27 drainage jobs and patched 252 sq m of footway.

70/15 Matters of Concern to Councillors

Cllr Linsley raised the issue of the footpath to be constructed between St. Mary's Road and the West Liss Recreation Ground. He expressed concern that no plans had been provided to allow for comment. The Chair

advised that plans had been sent to LPC some 18 months ago. Cllr Wright thought the plans should come back to us closer to the work starting and Cllr Thomas noted that the plans which had been seen could have been revised since. County Councillor V Clarke undertook to provide a copy of the plans.

Cllr Thomas thought that the Police Liaison Committees should be formalised and take place more regularly. This would be considered by the Council in June.

71/15 Reports from outside bodies

Cllr Halstead reported that she had attended a meeting at the Triangle Community Centre on 29th April: Founding member Pat White who had died recently was much remembered for her work and it was noted that the public convenience would reopen shortly with different opening times.

Cllr Linsley reported that he had attended the NCPFT on 21st April. The issue of dog fouling on the playing field was a particular concern. The AGM would be held on 9th June and Liss Village Day on 13th September. Cllr Linsley had attended the Rake Village Hall AGM on 22nd June and, along with the Chair, had attended a counter terrorism workshop on 18th May.

The Chairman closed the meeting at 21.06 hrs

Next meeting: Monday 15th June 2015, 19.30hrs



Liss Parish Council

Clerk's Report to Council

May 2015

- 1) Bank Payments made since last Council meeting or to be approved at this meeting.
- 2) Lists of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last meeting.
- 4) Payments made from petty cash since the last Council meeting.
- 5) Correspondence requiring action or for note.

1) Bank payments made since last Council meeting & to be approved at this meeting

Main Account

Schedule of payments since last meeting & cheques to be drawn at 18th May 2015

Chq. No.		£	Less VAT	Net
2400	Zurich Insurance - annual premium	8144.66	176.83	7967.83
2401	Liss Garden machinery - mower blades	45.58	7.60	37.98
2402	HALC - 15/16 membership HALC/NALC	980.00	20.00	960.00
2403	David Bain - tree surgery NCPF	545.00		545.00
2404	Sustainable Furniture - accessible picnic bench	590.00	98.33	491.67
2405	Vision ICT Ltd - web site costs 15/16	434.40	72.40	362.00
2406	Hants Playing Fields Assoc - membership 15/16	40.00		40.00
2407	Playscene - play equipment repair	420.00	70.00	350.00
2408	Hillier Nurseries - grounds maintenance costs	27.99	4.67	23.32
2409	Altis Engineering - R R Walk project & grounds	412.38	65.39	346.99
2410	Viking - stationery & postage stamps	190.94	14.16	176.78
2411	Travis Perkins - R R Walk project & grounds	382.57	63.79	318.78
2412	HCC Pensions - contributions April	935.66		935.66
2413	Post Office Ltd - tax & ni April	1758.18		1758.18
2414	Petty Cash	150.00		150.00
2415	Annual Donation - Rake Village Hall	1800.00		1800.00
2416	D N Jones - hanging baskets	475.00		475.00
2417	HCC Pensions - contributions May	933.70		933.70
2418	Post Office Ltd - tax & ni May	1328.52		1328.52
Trf	Charities Account - annual grants less charges	13258.60		13258.60
Trf	Salaries - April	4814.71		4814.71
Trf	Salaries - May	4329.00		4329.00
DD	Talk Talk - May	15.31	2.55	12.76
		42012.20	595.72	41416.48

Charities Account

Schedule of payments since last meeting & cheques to be drawn at 18th May 2015

Chq No.		£	Less VAT	Net
1143	Gopak - 2 folding tables	175.49	29.25	146.24
1144	EHDC - green waste license	55.00		55.00
1145	Prestige Doors - balance of roller shutter	1034.10	172.35	861.75
1146	David Bain - tree surgery allotments	105.00		105.00
1147	U-Do DIY - village hall maintenance supplies	34.16	5.69	28.47
1148	HCC - pension contributions April	225.41		225.41
1149	HMRC - tax & ni April	23.96		23.96
1150	B Cleary - window clean inside & out	60.00		60.00
Trf	Salaries - April	809.21		809.21
		2522.33	207.29	2315.04

2) Lists of receipts banked since last Council meeting.

Main Account

<u>Current Account</u>	£
Interest on fixed deposits maturing	126.88
Transfer from deposit account	40000.00
	40126.88

<u>30 Day Deposit Account</u>	£
Interest	0.00
Precept - 1st instalment	100000.00
EHAPTC - for copier charges	8.25
Sale of walks leaflets	3.50
	100011.75

Charities Account

<u>Current Account</u>	£
Transfer from Deposit account	3500.00
	3500.00

<u>Instant Access Deposit Account</u>	
Main account grant less charges	13258.60
Village Hall rents	694.70
West Liss rents	57.50
Allotment rents	29.60
Interest	0.00
	14040.40

West Liss Pavilion Account

	£
Interest on fixed term deposit	28.11
	28.11

3) Details of fixed term deposits maturing or placed since last meeting.

Main Account

<u>Deposits matured</u>	£
Six month deposit	25000.00
Six week deposit	20000.00
Three month deposit	20000.00
	65000.00

<u>Deposits Placed</u>	£
Six month deposit	25000.00
Six month deposit	20000.00
Three month deposit	20000.00
	65000.00

West Liss Pavilion Account

<u>Deposits matured</u>	£
Three month deposit	20000.00
	20000.00

<u>Deposits Placed</u>	£
No funds placed	0.00
	0.00

4) Payments made from petty cash since the last Council meeting.

Main Account

Voucher no.	Description	£	Less VAT	Net £
1	Office costs - milk/paper	1.73		1.73
2	Project costs - R R Walk	30.00		30.00
3	LCR costs - fuel	6.00	1.00	5.00
4	Grounds costs - fork	14.00	2.33	11.67
5	LCR costs - printer ink	29.93	4.99	24.94
6	Project costs - R R Walk	114.50	95.42	19.08
7	Office costs - tea/milk/paper	6.88		6.88
8	Training cost - mileage S S	34.20	1.43	32.77
9	Local paper	0.75		0.75
		<u>237.99</u>	<u>105.17</u>	<u>132.82</u>

Charities Account

Voucher no.	Description	£	Less VAT	Net £
1	Window cleaning 1/4/15	30.00		30.00
2	parking cost - A1 security	1.20		1.20
		<u>31.20</u>	<u>0.00</u>	<u>31.20</u>

5) Correspondence requiring action or for note.
(as attached).

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 15th June 2015.

Members

Mr K Budden (Chairman), *Mr D Dodds, Mr R Evans, *Mrs S Halstead, Mr R Hargreaves, Mr D Jerrard, *Mr M Kendall, *Mr H Linsley, *Mr F MacNamara, *Mr B Mayo, *Mr A Smith, *Mr E Thomas & *Ms A Wright.
* Present

Clerk: D. Bowery.

In attendance: County Councillor Mr V Clarke, District Councillor Mrs Laetitia Pienaar, two members of the public and one member of the press.

In the absence of Cllr Budden Cllr Kendall, Vice Chairman, took the Chair.

The Chairman made the necessary health and safety announcements.

75/15 Apologies

Members accepted apologies from Councillors Budden, Hargreaves & Jerrard & District Councillor Mrs J Onslow.

Absent with no apologies: Cllr Evans.

76/15 Declarations of interests

There were no declarations.

77/15 – Change in order of agenda

The Chairman proposed a change in the order of the agenda so that the report from the Chairman of the Neighbourhood Plan steering Group could be taken first & Members agreed.

78/15 Report from the Chairman of the Liss Neighbourhood Plan Steering Group

Sir John Dunt started by passing his wishes for a speedy recovery to health for Cllr Hargreaves. The Chairman replied that he had heard that Cllr Hargreaves was now at home & feeling better.

Sir John reported that progress on the Neighbourhood plan was going according to schedule. The Steering group met monthly & received reports from the four sub-groups, housing need, identification of housing sites, infrastructure, business & commerce & the environment group.

The NP Group were keen to engage the public more & would have stands outside Tesco on 27th June & 4th July as well as a public forum meeting in the village hall on 11th July that would display identified sites.

The website would soon be ready for access. There was a need to undertake a strategic environment assessment & this would cost money.

The Group were liaising with the SDNP whose officer attended the Steering Group meetings. Neighbouring parishes had been written to see if there were any interrelating issues. The aim was to produce the Plan by the end of 2015.

During the summer pupils from the schools would be invited to enter a competition to see what their wishes for the village were.

The Chairman thanked Sir John & said he was pleased that the schedule was on target.

Cllr Linsley asked if it was felt the budget of £24k was adequate & Sir John replied that it was tight but they were being careful. The use of consultants was being restricted as it was felt there was enough expertise in the working groups.

Cllr Thomas asked what the benefits of a Plan were & Sir John replied that the forty or so parishes Plans would be embraced by the SDNPA.

Cllr Halstead said she had attended the Inspector's examination of the Petersfield Plan & that Liss may have to go through the same measures. It would depend on the strength of any challenges from developers. The Chairman thanked Sir John for a valued presentation & suggested that an update in the Autumn would be appropriate.

79/15 Chairman's announcements

The Chairman updated Members on the health of Cllrs Budden & Hargreaves.

Commenting on the proposed changes to the airspace usage at Farnborough airport, the Chairman suggested that the lack of any proposal for further consultation was unacceptable. After detailing the proposed changes After discussion it was:

Resolved: That representations be made via EHAPTC & directly by Liss PC objecting to the lack of consultation & to the proposed changes.

80/15 Public participation

Members agreed a period of adjournment to receive comments from the public.

There were no comments. The meeting was then reconvened.

81/15 Report of County Councillor

County Councillor Mr Clarke reported that HCC were now operating "smart" grit bins & pot hole remediation techniques that would be more cost effective.

Hampshire had more business than neighbouring counties with 93000 registered businesses.

HCC had taken advantage of a Government initiative to acquire three minibuses at no cost of which one was being used by Count Transport for East Hants.

HCC had produced a cycling strategy for public consultation & comments were required by 29th July.

The County's countryside service employs 140 staff & has a budget of £3m.

82/15 Reports from District Councillors

District Councillor Mrs Pienaar reported that new councillors were still undergoing induction training.

83/15 Minutes of the meeting of 18th May 2015

The minutes of the Council meeting of 18th May, proposed by Cllr Mayo and seconded by Cllr Dodds, were agreed unanimously as a correct record subject to minor amendments as follows:

Min 64/15 – remove the reference to spot checks being carried out on the handling of complaints and FOI requests in the current year, instead noting that Cllr Kendall proposed this be added to the list of topics to be reviewed;

Min 68/15 remove the word should from line six to avoid ambiguity.

Resolved: That the minutes of the Council meetings of 18th May April be accepted as a correct record subject to the above amendments.

84/15 – Matters Arising

Min 64/15 – The Clerk confirmed that the wording used relating to fixed term deposits was correct as reported.

Min 70/15 – Police Liaison Committee – Following discussion it was agreed that the committee should meet twice a year; Cllr Thomas, nominated by Cllr the Chairman & seconded by Cllr Dodds, was elected to Chair that Committee.

Update on Flood Action Group – The Chairman said that there was to be a meeting in July & a follow up meeting in September.

Expansion at Farnborough Airport – Dealt with at Min 79/15.

Appointment to Committees – Cllr MacNamara, proposed by Cllr Dodds & seconded by Cllr Mayo, was elected to the Grounds Committee.

Min 66/15 – Cllr Wright asked what publicity was occurring for the Summer Saturday bus service. The Clerk was asked to contact the operators to see if there was a timetable available & when the service would commence.

85/15 – Clerks Report

Resolved: The Schedule of payments made and cheques to be drawn on the main account, the Charities account & the pavilion development account, proposed by Cllr Mayo and seconded by Cllr Linsley, be approved. As per attached Clerk's report.

The Schedule of correspondence was reviewed & the following actions agreed:

HCC Annual County Service – Cllr Budden to attend.

Petersfield TC councillor training event – Cllr MacNamara to attend, LPC to pay cost of £12.

EHAPTC – The draft EHDC/Parishes charter had been circulated. Members were asked to read the document & submit comments.

Flood Management Summit – LPC would not send a delegate.

Whitehill & Bordon TC – Cllr Budden would attend the farewell to the garrison event on 27th June.

Liss Youth Fundraisers – Liss would transfer the skatebowl donation to the Crossover subject to confirmation from two other individuals involved.

HALC – A letter had been received advising that DCLG were to meet HALC to hold parish development meetings. Members were asked to consider any matters that they felt should be raised.

Community Rights – A document detailing funds available for community asset registration & community buildings grants had been circulated.

86/15 Reports of Committees

West Liss Pavilion Development Committee

Resolved: The draft minutes of the West Liss Pavilion Development Committee of 27th May were noted. The Chairman reviewed the draft minutes & the report & site plan submitted with them.

He explained that the report was intended to update all Members on where the project was in terms of retendering & the repositioning on the site. It was intended to apply for planning permission in parallel with the tendering process. It was assumed that this would lead to a report to Council in November for a final decision.

Cllr Wright asked if it was intended to give further publicity at this stage & the Chairman replied that would be done through the planning process. An exhibition was possible but only as part of the planning process not as a public fact finding exercise.

All Members agreed that the position agreed in November 2014 stood.

Planning Committee

Resolved: The draft minutes of the Planning Committee of 1st June were noted.

87/15 Approval of the Annual Return

Resolved: The Annual Return for the 2014/15 financial year was approved unanimously.

88/15 Matters of Concern to Councillors

There were no matters raised.

89/15 Reports from outside bodies

Cllr Linsley had attended the AGM of the Newman Collard Trust. There remained vacancies for public trustees.

Cllr Thomas had attended a planning training event at EHDC.

Cllr Halstead had attended the EHDC planning training event as well as the AGM of the Community Centre & a written report was submitted for that.

Cllr Halstead had also attended the AGM & quarterly meeting of EHAPTC where parish charter, community forum structure, planning outside of SDNP boundary had been discussed.

Cllr Halstead reported that Mrs Effenberg had attended the Community Rail User Group representing Liss.

A team of volunteers from the Horticultural Society & the VDG had undertaken some maintenance work on village planters.

Cllr Smith had attended the NCPF AGM.

Cllr Smith reported that there had been some twitter activity reflecting concerns over rail barrier closures. He had requested that closure times be logged.

90/15 Exclusion of the public & press

Resolved: That the public & press be excluded due to the commercially sensitive nature of the remaining business to be discussed.

91/15 – Exempt Item

The Chairman closed the meeting at 10.00 hrs

Next meeting: Monday 20th July 2015, 19.30hrs

91/15 Exempt Item

West Liss Pavilion Development Project

- 1) A schedule of recommendations & possible scheme costs was tabled.

Resolved: That the list of tenderers as proposed by the project managements consultants be accepted.

Resolved: That the recommended M & E consultants be appointed at a cost of £375 to develop the project outline brief for M & E works.

Resolved: At this point Members agreed an extension to the meeting of no more than thirty minutes.

- 2) The scheme costs were discussed & Councillor Mayo reviewed the documents containing estimated running costs for the new facility.



Liss Parish Council

Clerk's Report to Council

June 2015

- 1) Bank Payments made since last Council meeting or to be approved at this meeting.
- 2) Lists of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last meeting.
- 4) Payments made from petty cash since the last Council meeting.
- 5) Correspondence requiring action or for note. Bank Payments made since last Council meeting or to be approved at this meeting.

1) Bank payments made since last Council meeting & to be approved at this meeting

Main Account

Schedule of payments since last meeting & cheques to be drawn at 15th June 2015

Chq. No.		£	Less VAT	Net
2419	Neighbourhood Plan admin	276.00		276.00
2407	Playscene - cancelled cheque	-420.00	-70.00	-350.00
2420	Playscene - play equipment repair	420.00	70.00	350.00
2405	Vision ICT - cancelled cheque	-434.40	-72.40	-362.00
2421	Vision ICT - fees 15/16	434.40	72.40	362.00
2422	South & West Audit - balance of 14/15 fee	290.00		290.00
2423	Viking - stationery	57.47	9.58	47.89
2424	Sage (UK) Ltd - software	530.47	88.66	441.81
2425	Petersfield TC - training event	12.00	2.00	10.00
2426	EHDC - election cost	239.40		239.40
2427	Travis Perkins - grounds	41.35	6.89	34.46
2428	HALC - training event	42.00	7.00	35.00
2429	Winchester Garden Machinery - grounds/LCR	119.71	19.95	99.76
2430	Beaver Tool Hire - fuel	74.76	3.56	71.20
2431	NALC - subs LCR	17.00		17.00
2432	U-Do DIY - grounds costs	3.61	0.60	3.01
2433	HCC Pensions - contributions June	933.70		933.70
2434	Post Office Ltd - tax & ni June	1325.50		1325.50
Trf	Salaries - June	4758.29		4758.29
DD	Apogee - copier costs	256.36	42.73	213.63
DD	Esso - fuel cost	55.14	9.19	45.95
DD	Esso - fuel cost	29.60	4.93	24.67
DD	Esso - card fee	6.00	1.00	5.00
DD	SE Electric - groundsman's store	23.90	1.13	22.77
DD	BT - telephone account	247.16	41.19	205.97
DD	Talk Talk - June	15.31	2.55	12.76
		9354.73	240.96	9113.77

Charities Account

Schedule of payments since last meeting & cheques to be drawn at 15th June 2015

Chq No.		£	Less VAT	Net
1151	HCC - pension contributions May	225.41		225.41
1152	HMRC - tax & ni May	22.44		22.44
Trf	Salaries - May	809.21		809.21
1153	JM Electrical - remediation & safety works	500.00		500.00
1154	Veolia - bins April	143.17	23.86	119.31
1155	Clear Round - pest control	180.00	30.00	150.00
1156	U-Do DIY - maintenance costs	50.16	8.36	41.80
1157	Rangemaster Age - cooker repairs	169.00	28.17	140.83
1158	Sage (UK) Ltd - software upgrades	225.24	37.54	187.70
1159	SE Water - allotments	318.97		318.97
1160	HCC - pension contributions June	225.41		225.41
1161	HMRC - tax & ni June	39.27		39.27
Trf	Salaries - June	809.21		809.21
DD	British Gas - village hall	1006.70	167.78	838.92
DD	SE Electric - West Liss pavilion	218.59	23.16	195.43
		4942.78	318.87	4623.91

West Liss Pavilion Development Account

Schedule of payments since last meeting & cheques to be drawn at 15th June 2015

Chq No.		£	Less VAT	Net
089	Sage (UK) Ltd - accounting software upgrade	61.80	10.30	51.50
		61.80	10.30	51.50

2) Lists of receipts banked since last Council meeting.

Main Account

<u>Current Account</u>	£
Interest on fixed deposits maturing	0.00
Transfer from deposit account	5000.00
	5000.00
<u>30 Day Deposit Account</u>	£
Interest	0.63
Vat reclaim	7749.67
EHDC election rent	142.31
	7892.61

Charities Account

<u>Current Account</u>	£
Transfer from Deposit account	1000.00
	1000.00
<u>Instant Access Deposit Account</u>	
Vat reclaim	2892.27
Village Hall rents	869.66
West Liss rents	168.75
Allotment rents	0.00
Interest	0.51
	3931.19

West Liss Pavilion Account

	£
Vat reclaim	2868.44
	2868.44

3) Details of fixed term deposits maturing or placed since last meeting.

No movement on fixed term deposits during May.

4) Payments made from petty cash since the last Council meeting.

Main Account

Voucher no.	Description	£	Less VAT	Net £
10	Office costs - milk/paper	2.90		2.90
11	Office costs - milk	0.49		0.49
12	Office costs – milk/paper/post	4.51		4.51
13	Liss in Bloom costs	10.00		10.00
14	LCR costs - fuel	12.50	2.08	10.42
15	Postages – Decs of Interest	2.78		2.78
16	Postages – Expenses returns	7.25		7.25
17	Postages - HMRC	7.25		7.25
		<u>47.68</u>	<u>2.08</u>	<u>45.60</u>

Charities Account

No payments made.

5) Correspondence requiring action or for note. Bank Payments made since last Council meeting or to be approved at this meeting.
(as attached).

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 20th July 2015.

Members

*Mr K Budden (Chairman), *Mr D Dodds, Mr R Evans, *Mrs S Halstead, *Mr R Hargreaves, * Mr D Jerrard, *Mr M Kendall, *Mr H Linsley, *Mr F MacNamara, *Mr B Mayo, Mr A Smith, *Mr E Thomas & *Ms A Wright.

* Present

Clerk: D. Bowery.

In attendance: County Councillor Mr V Clarke, District Councillor Mrs Laetitia Pienaar, no members of the public and one member of the press.

The Chairman made the necessary health and safety announcements.

92/15 Apologies

Members accepted apologies from Councillor Smith & District Councillor Mrs J Onslow.
Absent with no apologies: Cllr Evans.

93/15 Declarations of interests

There were no declarations.

94/15 Chairman's announcements

The Chairman thanked Cllr Kendall for Chairing Council in his absence.

The Chairman announced that Liss Forest Residents' Association fun day would be held on Monday 31st August.

A survey had been received from Hampshire Police & Crime panel seeking comments by 14th August. This had been circulated to Members.

Resolved: That Members should feed any comments they have to the Clerk & then the Chairman & the Vice Chairman would formulate a response from Liss Parish Council.

It was suggested that Liss Neighbourhood Watch should also be asked for their comments.

The Chairman announced that Liss Village Day would be at the NCPF on 13th September.

The Chairman had attended the farewell to the Garrison event at Whitehill & reported that there had been input from Liss village organisations.

95/15 Reports from District Councillors

District Councillor Mr M Kendall gave a report on the EHDC Council meeting that had discussed the possible impact of a combined authority in Hampshire & its effect on local powers. It had been agreed to investigate the principles & the possible effect on the district.

Cllr Kendall had reported the Liss fly tipping problems to EHDC & he would press the local MP to campaign for larger fines.

At this point County Councillor Mr V Clarke joined the meeting.

District Councillor Mrs L Pienaar reported feedback on the progress of EHDC's anti litter campaign.

The Chairman expressed the opinion that the campaign was more focused on town areas such as Alton & Petersfield than on the villages.

Cllr Pienaar said that Butserfest would be on 12th September.

Cllr Pienaar asked if maps displayed at the Neighbourhood Plan meeting on 11th July were available & if the Neighbourhood Plan group could update Cllr Glass at EHDC on Neighbourhood Plan progress. Cllr Hargreaves responded that the maps would be put on the NP website shortly; Cllr Halstead pointed out that Liss was in the SDNP local plan area not EHDC's. Cllr Pienaar informed the meeting EHDC had approved neighbourhood plan employment agreements for when development work was underway. Councillors' devolved grant funds should be approved in the near future. & training events were planned for September.

96/15 Report of County Councillor County Councillor Mr Clarke reported that there was concern over the growing incidence of type 2 diabetes as it was expected that 10% of the population would be affected by it by 2030. The main cause was obesity & in East Hants 62% of people were of an unhealthy weight. The 2015 health profile for East Hants had recently been published. Of the 32 health indicators East Hants was above the national average in malignant melanoma, death or injury in road accidents, hip fractures in those aged over 62 & in the incidence of women smoking at the time of delivery. It was below the average for the other 28. In Liss 0.4% of the population were unemployed & claiming benefits. Cllr Clarke said that HCC were to repair three areas of pavements on the Greenfields estate. The Clerk asked Cllr Clarke if the proposed works for Forest Road were still scheduled for August & he replied they were. Referring to resurfacing work on Station Road Cllr Linsley requested that central white lining was not installed.

97/15 Minutes of the meetings of 15th June 2015

The minutes of the two Council meeting of 15th June, proposed by Cllr Kendall and seconded by Cllr Halstead, were agreed unanimously as a correct record.

Resolved: That the minutes of the Council meetings of 15th June be accepted as a correct record.

98/15 – Matters Arising

Min 79/15 – Cllr Dodds asked if there were any details of the TAG Farnborough proposals. Cllr Kendall said there were no TAG representations as yet; he was making representations to the local MP.

Min 84/15 – Cllr Wright expressed regret that the special summer bus service had omitted Liss Forest from its schedule. The Chairman replied that HCC were hoping to modify the route to include Liss Forest.

Min 51/15 – Cllr MacNamara reported that he had attended the training course for new councillors at Petersfield.

Flood Action Group – A note of the group meeting of 7th July had been circulated. Cllr Kendall explained that there was a widening of agencies involved. The issue of surface water surcharging drains & manholes was a serious issue. Cllr Hargreaves said that this issue crossed into Neighbourhood Plan matters. The Chairman congratulated the FAG on achieving so much so quickly.

2014/15 Annual return. 0 The Clerk explained that it was necessary for Council to approve the internal audit report that had been circulated & tabled at the June Council meeting.

Resolved: The internal audit report for 2014/15, proposed by Cllr Halstead & seconded by Cllr Linsley, was noted & approved unanimously.

99/15 – Clerks Report

Resolved: The Schedules of payments made and cheques to be drawn on the main account, the Charities account, the pavilion development account & the neighbourhood plan account, the schedules of receipts, petty

cash payments & movement on fixed term deposits, proposed by Cllr Mayo and seconded by Cllr Linsley, be approved. As per attached Clerk's report.

The Schedule of correspondence was reviewed & the following actions agreed:

Hants police & Crime Panel – It was agreed that members should submit any comments they had to the Clerk & that the Chairman & Vice Chairman would then complete the consultation response for LPC.

EHDC Community TCG – Cllr Thomas to attend.

HALC Planning for Tomorrow conference 9/3/16 – It was agreed to carry this item forward to September. It was noted that the cost was £60 per delegate.

HALC pension workshop – It was suggested that the Assistant Clerk might wish to attend this event.

100/15 Reports of Committees

Buildings Committee

Resolved: The draft minutes of the Buildings Committee of 22nd June were noted.

Cllr Thomas reviewed the draft minutes commented that the Chairman of the Arun & Rother Rivers Trust had attended the meeting. In the village hall the roller shutter was now completed, secure storage for the sound system was being investigated, an accessible toilet was being looked at & issues with the boiler were being looked at.

Everything at the West Liss pavilion was in order.

Cllr Halstead asked about the side door to the village hall & was told that a replacement locking crash bar was being sought.

Grounds Committee

Resolved: The draft minutes of the Grounds Committee of 22nd June were noted.

It was noted that the Chairman of the Council would present awards for the LPC allotment competition at the Liss Horticultural show on 2nd August.

Planning Committee

Resolved: The draft minutes of the Planning Committee of 29th June were noted.

Cllr Halstead reviewed the draft minutes.

Following discussion Cllr Jerrard, proposed by the Chairman & seconded by Cllr Linsley, was appointed to the Planning Committee.

Finance Committee

Resolved: The draft minutes of the Finance Committee of 13th July were noted.

Cllr Mayo reviewed the draft minutes & highlighted the decision to reallocate a total of £15000 funds from the skatebowl project & general reserves to the West Liss pavilion development project.

Cllr Wright expressed concerns over the transfer as she felt it marked the death of the skatebowl project & she was not happy that this had not been discussed at full Council; it was for Council to decide.

Cllr Wright proposed a motion "Council notes the recommendation of the finance Committee in minute 21/FIN/15 that a sum of £14344.40 be vired from the reserves set aside for the skatebowl project to the West Liss pavilion development project, but sets this recommendation aside. Council asks the Grounds Committee to recommend whether the Council should give up its attempts to build a skatebowl & if so whether the reserves set aside for the project should be released to the West Liss pavilion development project. It asks for a recommendation to be available in time for Council to take a decision on the issue at its September meeting". The Chairman seconded Cllr Wright's motion so that it could be debated by Council. Cllr Kendall said that it is perfectly legitimate to transfer reserves to a project that is live.

Cllr Dodds supported Cllr Wright's motion. This was a particular reserve & it was for Council to decide. He was not happy that Finance had made the decision.

Cllr Mayo commented that Council had already approved the application to transfer £40k of developers' contributions from skatebowl to pavilion.

Cllr Wright replied that that decision was on the basis of access to EHDC held funds.

The Chairman seconded Cllr Wright's motion.

Cllr Linsley supported Cllr Kendall's & Cllr Mayo's comments; he believed that the Finance Committee motion killed off the skatebowl.

Cllr Hargreaves said that the decision was giving priority to the pavilion; it was not abandoning the skatebowl.

Cllr Wright expressed concern over the transparency of LPC's actions.

Cllr Kendall moved that a vote on Cllr Wright's motion be taken & Members agreed.

Resolved: Cllr Wright's motion failed on a vote of two in favour with nine against.

- **West Liss pavilion development Committee**

Resolved: The draft minutes of the West Liss pavilion development Committee of 14th July were noted.

Cllr Kendall reviewed the minutes & informed members that a meeting with the chairman of 1st Liss Scouts had taken place since the committee meeting and much enthusiasm had been in evidence,

Resolved: Cllr Linsley, seconded by Cllr Thomas, proposed an extension to the meeting of no more than thirty minutes & members agreed unanimously.

Cllr Wright asked Cllr Kendall when it was intended to apply for planning permission & Cllr Kendall said it would happen in parallel with the tender process.

101/15 Motion proposed by the Chairman

"That Liss Parish Council agrees to the proposal by the Boundary Commission of England to enlarge the size of the Petersfield Hangers division of Hampshire County Council by transferring the Ropley & Tisted ward from the Alton Rural division into the Petersfield Hangers division."

The motion was seconded by Cllr Wright.

Cllr Halstead said that Ropley & Tisted had a closer tie to Alton than Petersfield; additionally the proposal would create a greater burden on the County Councillor.

Cllr Jerrard supported Cllr Halstead & asked what the alternative was. The Chairman replied that no alternative had been proposed.

Cllr Linsley pointed out that the Motion was invalid as it was not the recommendation of the Boundary Commission; the report had been prepared by seven County Councillors.

Cllr Hargreaves suggested that HCC should be asked to think again.

Cllr Jerrard proposed an amendment to replace the words "the Boundary Commission of England" with "Hampshire County Council". The Chairman accepted the amendment.

Resolved: The motion failed on a vote of nine against with two abstentions.

It was agreed to convey the result to HCC & request that they rethink the proposal.

102/15 Motion proposed by Cllr Thomas

"That Liss Parish Council proceed to obtain formal quotations for the creation of an accessible toilet within the village hall."

The motion was seconded by Cllr Jerrard.

Resolved: The motion was agreed unanimously.

103/15 Matters of Concern to Councillors

Cllr Jerrard reported a complaint received from a resident about cyclists using pavements rather than the highway; the particular concern was in Andlers Ash Road.

Cllr Mayo said that many cyclists were forced to use pavement due to inconsiderate motorists. The Clerk said he would report the matter to the police.

Cllr Mayo then left the meeting.

Cllr Halstead asked when the next issue of Village voice was due to be published & the Chairman said 27th July. Cllr Thomas asked Member s to submit agenda item for the upcoming police liaison meeting.

104/15 Reports from outside bodies

There were no reports.

105/15 Exclusion of the public & press

Resolved: That the public & press be excluded due to the commercially sensitive nature of the remaining business to be discussed.

106/15 – Exempt Item

107/15 – Suspension of Standing Order 3 x

Resolved: Standing Order 3 x be suspended in order that all business be completed.

The Chairman closed the meeting at 22.10 hrs

Next meeting: Monday 21st September, 19.30hrs



Liss Parish Council

Clerk's Report to Council

July 2015

- 1) Bank Payments made since last Council meeting or to be approved at this meeting.
- 2) Lists of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last meeting.
- 4) Payments made from petty cash since the last Council meeting.
- 5) Correspondence requiring action or for note.

1) Bank payments made since last Council meeting & to be approved at this meeting

Main Account

Schedule of payments since last meeting & cheques to be drawn at 20th July 2015

Chq. No.		£	Less VAT	Net
2435	Petty Cash	150.00		150.00
2436	Helping Hand - litter pickers	34.80	5.80	29.00
2437	Liss Garden Machinery - mower blades/cables	63.03	10.51	52.52
2438	Hilliers - grounds supplies	14.98	2.49	12.49
2439	Viking - stationery	50.30	8.38	41.92
2440	SLCC - 15/16 subscription	161.00		161.00
2441	Beaver Tool Hire - diesel & workwear	47.28	3.43	43.85
2442	Winchester Garden Machinery - LCR costs	80.41	6.74	73.67
2443	LPC Charities - trf EHDC election rents	142.31		142.31
2444	HCC Pensions - contributions July	940.28		940.28
2445	Post Office Ltd - tax & ni July	1336.08		1336.08
Trf	Salaries - July	4768.50		4768.50
DD	Esso - fuel cost	16.74	2.79	13.95
DD	Esso - fuel cost	19.49	3.25	16.24
DD	Esso - card fee	6.00	1.00	5.00
DD	SE Electric - groundsman's store	331.08	15.76	315.32
DD	Talk Talk - July	15.31	2.55	12.76
		8177.59	62.70	8114.89

Charities Account

Schedule of payments since last meeting & cheques to be drawn at 20th July 2015

Chq No.		£	Less VAT	Net
1162	B Cleary - windows cleaned	30.00		30.00
1163	Veolia ES (UK) - bins May & June	252.86	42.14	210.72
1164	L Mann - serving hatch carpentry & painting	150.00		150.00
1165	S E Water - village hall & allotment supply	143.90		143.90
1166	Ampella - boiler service	168.00	28.00	140.00
1167	Diresct Hygiene - contract 15/16	377.75	62.96	314.79
1168	HCC - pension contributions July	225.41		225.41
1169	HMRC - tax & ni July	22.44		22.44
1170	Southern Water - V Hall waste	187.14		187.14
Trf	Salaries - July	809.21		809.21
DD	SE Electric - West Liss pavilion	20.26	0.96	19.30
		2386.97	134.06	2252.91

West Liss Pavilion Development Account

Schedule of payments since last meeting & cheques to be drawn at 20th July 2015

Chq No.		£	Less VAT	Net
	No payments	0.00		0.00
		0.00	0.00	0.00

Liss Neighbourhood Plan Account

Schedule of payments since last meeting & cheques to be drawn at 20th July 2015

Chq No.		£	Less VAT	Net
001	Administration support - May	216.00		216.00
002	Administration support - June	264.00		264.00
003	Alphs Graphics - stationery	303.00	50.00	253.00
		783.00	50.00	733.00

2) Lists of receipts banked since last Council meeting.

Main Account

<u>Current Account</u>	£
Interest on fixed deposits maturing	28.42

28.42

<u>30 Day Deposit Account</u>	£
Interest	2.55
Sale of walks leaflets	3.50

6.05

Charities Account

<u>Current Account</u>	£
Transfer from Deposit account	3500.00

3500.00

<u>Instant Access Deposit Account</u>	
Main account grant less charges	13258.60
Village Hall rents	1289.85
West Liss rents	47.00
Allotment rents	33.60
Interest	0.67

14629.72

West Liss Pavilion Account

	£
Interest on fixed term deposit	28.11

28.11

Liss Neighbourhood Plan Account

	£
SDNPA grant	5000.00

5000.00

3) Details of fixed term deposits maturing or placed since last meeting.

Main Account

<u>Deposits matured</u>	£
Three month deposit.	20000.00
	<hr/>
	20000.00

<u>Deposits Placed</u>	£
No deposits placed.	
	<hr/>
	0.00

West Liss Pavilion Account

<u>Deposits matured</u>	£
No funds maturing	0.00
	<hr/>
	0.00

<u>Deposits Placed</u>	£
Three month deposit	20000.00
	<hr/>
	20000.00

4) Payments made from petty cash since the last Council meeting.

Main Account

Voucher no.	Description	£	Less VAT	Net £
18	Office costs - milk/paper	6.23		6.23
19	Stationery	5.46	1.09	4.37
20	Office costs - milk/postage	2.17		2.17
21	LCR costs - fuel	20.00	3.33	16.67
22	LCR costs - fuel	5.22	1.04	4.18
23	Chairman's travel costs to Eastleigh	27.70		27.70
		<u>66.78</u>	<u>5.46</u>	<u>61.32</u>

Charities Account

Voucher no.	Description	£	Less VAT	Net £
3	Padlock for Kelsey allotment	9.49	1.58	7.91
		<u>9.49</u>	<u>1.58</u>	<u>7.91</u>

5) Correspondence requiring action or for note.
(as attached)

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 21st September 2015.

Members

*Mr K Budden (Chairman), Mr D Dodds, Mr R Evans, Mrs S Halstead, *Mr R Hargreaves, * Mr D Jerrard, *Mr M Kendall, *Mr H Linsley, *Mr F MacNamara, Mr B Mayo, *Mr A Smith, Mr E Thomas & *Ms A Wright.

* Present

Clerk: D. Bowery.

In attendance: County Councillor Mr V Clarke, one member of the public and one member of the press.

The Chairman made the necessary health and safety announcements.

108/15 Apologies

Members accepted apologies from Councillors Dodds, Halstead, Mayo & Thomas & District Councillors Mrs L Pienaar & Mrs J Onslow.

Absent with no apologies: Cllr Evans. Cllr Jerrard informed the meeting that Cllr Evans had valid reasons for missing Council meetings but added that they did not excuse the failure to submit apologies.

109/15 Declarations of interests

There were no declarations.

110/15 Chairman's announcements

The Chairman reported that he had attended the Liss Village Day at Newman Collard Playing Field on 13th September but had been unable to attend LFRA's Fun day at Liss Forest Recreation Ground on 31st August. The Weekender summer bus service had now stopped & while usage statistics were yet to be formally confirmed, indications were that they were disappointing which may make it harder to justify a continuation of the service next summer.

The Chairman said there were scheduled rail workings that would entail replacement bus services between Haslemere & Portsmouth from 28th September to 10th October.

The Chairman informed the meeting that Radian Life Link, the emergency panic button system operated for vulnerable residents was to be expanded to use outdoors using a GPS system.

There was no adjournment required for public participation.

111/15 Report of County Councillor

County Councillor Mr Clarke reported that the latest unemployment figure for Liss was 0.3%. The favourable weather conditions in Spring & Summer had led to the road resurfacing programme being completed earlier than usual with 120 miles of road at 315 sites being surface dressed; additionally 13727 gullies had been cleared & 594 potholes repaired.

Cllr Clarke had been involved in parking & access issues as well as additional street lights & road repairs. The question of misuse of BOATs by off roaders was being addressed & was now in the hands of HCC's legal department with a view to some declassifications.

Cllr Jerrard questioned the accuracy of the unemployment figures as he felt that there were many cases where unemployed people chose not to register.

Cllr Linsley felt that a lot of jobs created were in fact low pay & low hours & many people had come off the unemployed list & turned to self-employment because of this.

Cllr Kendall asked for clarification on the HCC approach to BOATs & Cllr Clarke replied that HCC had followed Government policy too quickly in hastily designating BOATs & that following abuse by users that degraded the BOAT's HCC had decided to revoke the classification & this was a lengthy process.

112/15 Reports from District Councillors District Councillor Mr Kendall reported on his & Cllr Pienaar's behalf. Both had been undergoing training on Community Grants & were keen that the Liss area community benefited from them; applications needed to be in & approved before the end of March.

Urgent phone calls from residents close to Lynton in Hatch Lane had reported that trees were being felled on the unoccupied site; a provisional TPO had been applied but later revoked as trees there were not considered worthy of protection.

The process of bidding for Devolved Combined Authority Status had started with the local authorities & the two national Parks signing a bid to Government. The prospect is cheaper local government & devolution of powers. There was also a benefit of double devolution to feed benefits to Districts & possibly triple devolution that might benefit towns & parishes. It would entail an acceleration of delivery of housing numbers & would also mean an additional 500 housing units (affordable, council housing & care homes) per year up to 2026.

Cllr Kendall referred to the Planning Committee minutes of 14th September that called on Council to send a letter to the SDNP expressing concerns that the SDNP had signed above the line in the Hampshire Devolution Prospectus as a contributor to accelerated housing delivery and an additional 500 homes pa. LPC questioned how this decision had been reached and felt it would undermine the SDNPA Local Plan and Neighbourhood Plans that were being produced.

The Chairman commented that he was concerned that the acceleration of housing delivery & the additional 500 units pa would impact badly on the 5 year housing land supply. He added that the New Forest National Park had so far delivered only 20% of its target. He felt that the National Parks were naive. He asked Cllr Kendall if one Authority pulled would the bid collapse & Cllr Kendall responded not at this stage only when it became a parliamentary process.

Cllr Jerrard asked who had signed for the SDNP & what had the process been, The Chairman replied that it had been signed by the Chairman of the SDNP.

Cllr Kendall commented that EHDC had held three special Council meetings on the matter.

Cllr Kendall, seconded by Cllr Hargreaves, proposed that the recommendation of the Planning Committee to send a letter of concern to SDNP be approved & Members agreed unanimously.

Resolved: That LPC send a letter to SDNP expressing concern over it signing up to the Devolution bid.

Cllr Kendall listed other items that EHDC had been involved in including Butserfest.

113/15 Minutes of the meeting of 27th July 2015

The minutes of the Council meeting of 27th July, proposed by Cllr Hargreaves and seconded by Cllr Linsley, were agreed unanimously as a correct record.

Resolved: That the minutes of the Council meetings of 27th July be accepted as a correct record.

114/15 – Matters Arising

Cllr Wright asked what the status of the Forest Road improvement scheme was & was particularly concerned that a bus shelter be put in place in time for winter.

The Clerk replied that he was waiting for a response from HCC on the reasons for delay in the scheme works; he would contact the responsible officer regarding the bus shelter.

Min 98/15 - Cllr Kendall explained that the CAA was not releasing details on the proposals from the Farnham TAG. He suggested that he prepare a letter to the CAA & circulate it for Members' comments. It was not only a question of the process but also noise & danger of collisions.

Cllr Linsley added that there had been a presentation from Lasham Gliding club at the EHAPTC meeting & it provided useful information.

Flood Action Group – Cllr Kendall updated Members on the progress of the Group & said that the proposed meeting of different agencies was now unlikely to happen. The Group were concentrating on emergency actions.

Planning for tomorrow – It was agreed that no one be appointed to attend.

115/15 – Clerks Report

Resolved: The Schedules of payments made and cheques to be drawn on the main account, the Charities account, the pavilion development account & the neighbourhood plan account, the schedules of receipts, petty cash payments & movement on fixed term deposits, proposed by Cllr Jerrard and seconded by Cllr Linsley, be approved. As per attached Clerk's report.

The Schedule of correspondence was reviewed & the following actions agreed:

HALC AGM 10th October – The Chairman & Cllr Linsley would represent Liss PC.

Minor license variation, Clark House – LPC had no objections to the variation.

Fire Brigade Consultation on changes to Petersfield station manning & practise – A working group consisting of the Chairman, Councillor Smith & a representative from the Flood Action Group would investigate the consultation & prepare a response for LPC.

Email from T Reilly re Syria Refugees – The email had been circulated prior to the meeting. Cllr Smith declared an interest as he was employed by the Home Office. After discussion it was agreed that:

- A meeting of interested parties in the village be arranged to investigate possibilities for a coordinated programme.
- LPC would establish what the official line of EHDC, HCC, Housing Associations & government were.
- LPC would request that HALC add the item to the agenda for their AGM.
- LPC would let the village hall free for a fund raising coffee morning.

An application from Rake Village Hall management Committee for a grant of £6000 (50%) towards the cost of creating an accessible toilet had been received. Councillors asked the Clerk to obtain more information relating to numbers of quotes obtained, other grants being sought & information on long term budgeting by RVH for capital maintenance items; the matter should then be taken to the Finance Committee for consideration.

SSE – LPC would invite them to come to present on their community resilience proposals.

East Hants Transport Study – The Chairman & Vice Chairman had responded on behalf of LPC.

116/15 Reports of Committees

Planning Committee

Resolved: The draft minutes of the Planning Committees of 27th July, 24th August & 14th September noted. Cllr Hargreaves drew attention to the minutes of the September meeting where it was reported that the SDNP Local Plan preferred options required a response by 28th October; it included CIL, infrastructure & environment issues & requested that possible schemes be put forward. It was noted that an Extraordinary Council meeting would be called for 13th October to formulate LPC's response.

Grounds Committee

Resolved: The draft minutes of the Grounds Committee of 22nd June were noted.

It was noted that the Chairman of the Council had presented awards for the LPC allotment competition at the Liss Horticultural show on 2nd August.

- **Highways Committee**

Resolved: The notes of the unquorate meeting of the Highways Committee of 3rd August were noted. Cllr Linsley commented that LPC had a policy not to hold meetings in August & proposed that LPC endorse that policy.

The Clerk said that Standing Orders only mentioned that full Council meetings would not normally be held in August.

The issue was referred to the Review Committee meeting on 7th October.

117/15 Extension of meeting – Cllr Linsley, seconded by the Chairman, proposed an extension of no more than 30 minutes to the meeting & Members agreed unanimously.

118/15 Reports of Committees

- **Police Liaison Group**

Resolved: The draft minutes of the Police Liaison Group of 10th August were noted.

- **Buildings Committee**

Resolved: The draft minutes of the Buildings Committee of 7th September were noted.

- **Grounds Committee**

Resolved: The draft minutes of the Grounds Committee of 7th September were noted.

119/15 Approval of the audited Charities Accounts for 2014/15

Copies of the audited Charities Accounts had been circulated prior to the meeting.

Resolved: The audited Charities Accounts for 2014/15, proposed by Cllr Hargreaves & seconded by Cllr Wright were approved for signature by the Chairman.

120/15 Reports from outside bodies

Cllr Linsley reported that the Rake Village Hall meeting had discussed an issue with rights of access over land that was proposed for development.

Cllr Linsley reported that the CTCG meeting had dealt with the Transform Project that was dealing with problem families.

Cllr Linsley had attended the EHAPTC meeting that had presentations on the draft parish Charter, EHDC Planning, TAG Farnborough & on NALC/HALC issues.

Cllr Linsley had also attended the SDNP road show at Greatham.

Cllr Hargreaves, with the Chairman, had attended the SDNP event for parishes at Meon Stoke.

Cllr Kendall had attended a meeting with ARRT representatives & was very impressed with their expertise.

The Chairman had attended a meeting of the Association of Train Operating Companies that dealt with franchise issues as well as closure of crossings.

The Clerk read a report received from Cllr Halstead that covered issues with the Triangle Community Association. All matters of the 3 year business plan were in order. Importantly, the 25 year lease expires in 2021 & the possibility of transferring ownership from HCC to the Triangle was being investigated.

Members were shown a very good Welcome To Liss fact sheet that the Triangle had produced.

125/15 Exclusion of the public & press

Resolved: That the public & press be excluded due to the commercially sensitive nature of the remaining business to be discussed.

126/15 – Exempt Item – Report of the West Liss Pavilion Development Committee of 8th September

Resolved: The draft minutes of the West Liss Pavilion Development Committee of 8th September were noted.

The Chairman closed the meeting at 21.59 hrs

Next meeting: Monday 19th October, 19.30hrs



Liss Parish Council

Clerk's Report to Council

September 2015

- 1) Bank Payments made since last Council meeting or to be approved at this meeting.
- 2) Lists of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last meeting.
- 4) Payments made from petty cash since the last Council meeting.
- 5) Correspondence requiring action or for note.

1) Bank payments made since last Council meeting & to be approved at this meeting

Main Account

Schedule of payments since last meeting & cheques to be drawn at
21st September 2015

Chq. No.		£	Less VAT	Net
2446	AXA Insurance - ride on mower	239.56		239.56
2447	Crossover - trf of youth funds	520.00		520.00
2448	Beaver Tool Hire - diesel	37.38	1.78	35.60
2449	R Hoare - hedge cutting	378.00	57.75	320.25
2450	Alpha Graphics - office sign	46.80	7.80	39.00
2451	HALC - transparency course	42.00	7.00	35.00
2452	LGM - mower parts	7.14	1.19	5.95
2453	Viking - stationery	93.50	15.58	77.92
2454	Petty Cash	100.00		100.00
2455	Zurich - risk management course	72.00	12.00	60.00
2456	Viking - stationery & V V postage	147.78	6.63	141.15
2457	U-Do DIY - office & grounds costs	96.70	16.12	80.58
2458	HCC Pensions - contributions August	944.24		944.24
2459	Post Office Ltd - tax & ni August	1335.44		1335.44
Trf	Salaries - August	4613.80		4613.80
DD	Apogee - copier costs	235.49	39.25	196.24
DD	Esso - fuel cost	24.00	4.00	20.00
DD	Esso - fuel cost	70.67	11.78	58.89
DD	Talk Talk - July	15.31	2.55	12.76
DD	Lloyds Bank - safe custody fee	15.00		15.00
2460	LGS - mower puncture	39.58	6.60	32.98
2461	LGM - strimmer line	15.40	2.57	12.83
2462	Beaver Tool Hire - diesel	37.38	1.78	35.60
2463	Travis Perkins - LCR/Grds	601.01	100.16	500.85
2464	HCC Pensions - contributions September	945.55		945.55
2465	Post Office Ltd - tax & ni September	1339.14		1339.14
Trf	Salaries - September	4667.89		4667.89
DD	Talk Talk - July	15.31	2.55	12.76
		16696.07	297.09	16398.98

Charities Account

Schedule of payments since last meeting & cheques to be drawn at
21st September 2015

Chq No.		£	Less VAT	Net
1171	BRT - allotment prizes	32.93	5.49	27.44
1172	Petty Cash	50.00		50.00
1173	S West - audit fee 2014/15	60.00		60.00
1174	Veolia - bins July	141.30	21.55	119.75
1175	Southern Water - V Hall waste	187.14		187.14
1176	U-Do DIY - village hall & West Liss supplies	90.76	15.13	75.63
1177	HCC - pension contributions August	225.41		225.41
1178	HMRC - tax & ni August	22.44		22.44
Trf	Salaries - August	809.21		809.21
1179	B Cleary - window cleaning	60.00		60.00
1180	Veolia - bins August	126.43	21.07	105.36
1181	U-Do DIY - village hall supplies	35.43	5.90	29.53
1182	Cancelled	0.00		0.00

1183	A1 Security - crash bar	116.15	19.36	96.79
1184	HCC - pension contributions September	225.41		225.41
1178	HMRC - tax & ni September	22.44		22.44
Trf	Salaries - September	809.21		809.21
DD	British Gas - final read.	158.40	7.54	150.86
		3172.66	96.04	3076.62

West Liss Pavilion Development Account

Schedule of payments since last meeting & cheques to be drawn at 21st September 2015

Chq No.		£	Less VAT	Net
090	Blair Rains M & E - stage C	450.00	75.00	375.00
		450.00	75.00	375.00

Liss Neighbourhood Plan Account

Schedule of payments since last meeting & cheques to be drawn at 21st September 2015

Chq No.		£	Less VAT	Net
004	Alpha Graphics - banner	202.80	33.80	169.00
005	Administration support - July	357.00	7.50	349.50
006	Administration support - August	324.00	0.00	324.00
		883.80	41.30	842.50

2) Lists of receipts banked since last Council meeting.

Main Account

<u>Current Account</u>	£
Transfer from deposit account	8000.00
Interest on fixed deposits maturing	87.26
	8087.26

<u>30 Day Deposit Account</u>	£
Interest	3.85
	3.85

Charities Account

<u>Current Account</u>	£
Transfer from Deposit account	4000.00
	4000.00

<u>Instant Access Deposit Account</u>	
Village Hall rents	1353.16
West Liss rents	47.00
Allotment rents	0.00
Interest	1.27
	1401.43

West Liss Pavilion Account

No receipts	0.00
	0.00

Liss Neighbourhood Plan Account

Ground Works -- grant	4075.00
	4075.00

3) Details of fixed term deposits maturing or placed since last meeting.

Main Account

<u>Deposits matured</u>	£
Six month deposit matured	25000.00
	<u>25000.00</u>
<u>Deposits Placed</u>	£
Three month deposit placed	25000.00
	<u>25000.00</u>

West Liss Pavilion Account

<u>Deposits matured</u>	£
No funds maturing	0.00
	<u>0.00</u>
<u>Deposits Placed</u>	£
No funds placed	0.00
	<u>0.00</u>

4) Payments made from petty cash since the last Council meeting.

Main Account

Voucher no.	Description	£	Less VAT	Net £
18	Office costs - milk/paper	6.23		6.23
19	Stationery	5.46	1.09	4.37
20	Office costs - milk/postage	2.17		2.17
21	LCR costs - fuel	20.00	3.33	16.67
22	LCR costs - fuel	5.22	1.04	4.18
23	Chairman's travel costs to Eastleigh	27.70		27.70
		<u>66.78</u>	<u>5.46</u>	<u>61.32</u>

Charities Account

Voucher no.	Description	£	Less VAT	Net £
3	Padlock for Kelsey allotment	9.49	1.58	7.91
		<u>9.49</u>	<u>1.58</u>	<u>7.91</u>

5) Correspondence requiring action or for note.
(as attached)

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 19th October 2015.

Members

*Mr K Budden (Chairman), *Mr D Dodds, *Mr R Evans, *Mrs S Halstead, *Mr R Hargreaves, *Mr D Jerrard, *Mr M Kendall, *Mr H Linsley, *Mr F MacNamara, Mr B Mayo, Mr A Smith, Mr E Thomas & *Ms A Wright.
* Present

Clerk: D. Bowery.

In attendance: County Councillor Mr V Clarke, two members of the public and one member of the press.

The Chairman made the necessary health and safety announcements.

127/15 Apologies

Members accepted apologies from Councillors Mayo, Smith & Thomas & District Councillor Mrs J Onslow.

128/15 Declarations of interests

There were no declarations.

129/15 Chairman's announcements

- The Chairman announced that a representative of Network Rail had agreed to come & address a public meeting on 3rd November to inform people why the foot crossing in Mint Road was to be closed.
- A ticket machine was to be installed on the north bound platform of the railway station sometime between January 2016 & June 2016.
- A public exhibition was to be held on 23rd & 24th October in the village hall to display preferred development sites in the Neighbourhood Plan.
- Members were reminded that the Remembrance Day parade & service was on 8th November with an assembly time of 10.15am.

130/15 Adjournment to receive comments from the public

Resolved: Members agreed a period of adjournment to receive comments from the public.

Mr Deacon reported that he had seen notices warning against allowing dog fouling stencilled on to pavements whilst on holiday & he thought this was a good idea.

The meeting was then reconvened.

131/15 Report of County Councillor

County Councillor Mr Clarke reported on HCC's dealings with the Home Office, District Councils & the Church on dealing with refugees. The current dispersal policy was aimed at ensuring an equitable distribution across the country. At present there were 70 juvenile refugees in HCC care.

During September Highways had targeted 16000 gullies in known problem locations; landowners had also been reminded of their responsibility to clear their own ditches.

The increased birth rate & the increased housing numbers would increase the demand for education over the next ten years & HCC were planning eight new secondary schools at a cost of £450m.

The DCLG publication Planning Policy for Travellers had redefined the definition of travellers to those with a nomadic way of life. This meant that those who had settled permanently would be allowed to apply for planning permission without reference to the Planning Policy for Traveller Sites.

132/15 Reports from District Councillors District Councillor Mr Kendall reported on the current position on the process of bidding for Devolved Combined Authority Status. There was to be an announcement by Government on 25th November. The SDNP situation was unclear as despite signing up to the claim they said they had not agreed to housing numbers or the accelerated delivery of housing.

Cllr Kendall said that with regard to the refugee crisis, District Councillors were being encouraged to use their devolved grants for the benefit of charities or groups who were contributing to the aid programme.

EHDC had announced a programme for nominations of the annual sports awards & Cllr Pienaar was contacting Liss based sports clubs.

133/15 Minutes of the meeting of 21st September 2015

The minutes of the Council meeting of 21st September, proposed by Cllr Wright and seconded by Cllr Kendall, were agreed unanimously as a correct record.

Resolved: That the minutes of the Council meetings of 21st September be accepted as a correct record.

134/15 – Matters Arising

- Syrian Refugees: The Chairman reported that a meeting to discuss the refugee crisis had taken place at St Mary's Church where some 50 people had attended; it had been agreed to form a sub-committee to investigate what could be done. He would report back to LPC in November. Cllr McNamara felt there had been a very narrow representation & felt wider engagement was necessary.
- TAG Farnborough: Cllr Kendall said that the draft letter to the CAA had been sent following circulation to Members & a reply was awaited. Cllr Halstead had attended a meeting with the local MP & the TAG CEO. It had been explained that safety of departing aircraft was under investigation & that the impact of proposals would be on communities north of Liss. TAG said that there was no increase on the existing permissions for number of flights. Cllr Dodds asked if there was access to flight path maps & Cllr Halstead replied that there was & they revealed that 80% were to the West.
- Flood Action Group: Cllr Kendall reported that there was to be a meeting of the Group on 20th October & that it was intended to report on the finalised plan at November or December Council. There had been several meetings with residents & affected parties but there had been no response from doctors' surgeries on vulnerable people.
- Mint Road Railway Foot Crossing: Network Rail were sending a representative to a public meeting on 3rd November in the village hall to explain the reasons for the proposed operating changes.

135/15 – Clerks Report (attached)

Resolved: The Schedules of payments made and cheques to be drawn on the main account, the Charities account, the pavilion development account & the neighbourhood plan account, Proposed by Cllr Halstead & seconded by Cllr Kendall, be approved.

Resolved: The schedules of receipts, proposed by Cllr MacNamara & seconded by Cllr Kendall, be approved.

Resolved: The schedule of petty cash payments, proposed by Cllr Linsley & seconded by Cllr Hargreaves, be approved.

Resolved: The schedule of movement on fixed term deposits, proposed by Cllr Wright and seconded by Cllr Linsley, be approved.

The Schedule of correspondence was reviewed & it was agreed that no actions were required.

136/15 Reports of Committees

- Review Group for Standing Orders, Procedures & Agreements with Third Parties

Resolved: The draft minutes of the Review Group for Standing Orders, Procedures & agreements with Third Parties be noted.

Cllr Wright reviewed the minutes & explained that several new or amended policies needed adoption by Council as well as the agreement with EHDC & LCR for LPC's involvement in the management of EHDC owned land on the Riverside Railway Walk. Cllr Wright added that there the risk assessment polices were still being worked on.

The following policies were then tabled for consideration:

Health & Safety Policy

- Agreed to change the word "reasonable" in para 5 of section 3 with "relevant".
- Agreed to remove the word "unreasonably" from para 6 of section 3.

Policy on Filming, Audio-recording, Photographing & Reporting of Council Meetings

- Agreed to add the words "by the public or press" to the title of the policy.

There was discussion on the merits of introducing a council practise of recording its own meetings.

Handling of Complaints

- Agreed to add the words "Council may decide to appoint a committee to investigate & decide make decisions on such referrals" to the end of para 10.

Training Policy

- Agreed as tabled.

Resolved: The policies as tabled & amended, proposed by Cllr Linsley & seconded by Cllr Kendall, be adopted by Council.

Agreement with Third Parties

Resolved: The management arrangements for EHDC land at Liss Riverside Railway Walk between East Hants District Council, Liss Parish Council & Liss Conservation Rangers, proposed by Cllr Kendall & seconded by Cllr Linsley, be agreed & signed by the Chairman.

After discussion relating to the LPC owned land on Liss Riverside Walk it was proposed by Cllr Kendall, seconded by the Chairman, that a working group be established to study what LPC could do to complement the work of the LCR.

Resolved: A working group involving members of the Flood action Group, LCR & anyone else who wanted to be involved, be set up to study what action LPC could take on LPC owned land at the Riverside Railway Walk to complement to works of the LCR.

- Planning Committee

Resolved: The draft minutes of the Planning Committees of 12th October be noted.

Cllr Halstead reported on the draft consultation comments for LPC on the SDNP Local Plan preferred Options & CIL consultations. She thanked Cllr Hargreaves for his hard work on this.

Resolved: The Consultation comments on the SDNP Local Plan Preferred Options, proposed by Cllr Halstead & seconded by Cllr Hargreaves were agreed.

Resolved: The Consultation comments on the SDNP CIL charging proposals, proposed by Cllr Linsley & seconded by Cllr Wright were agreed.

137/15 Motion proposed by Cllr Kendall

“That LPC consider the options & their financial implications for the acquisition & siting of a flag pole for the village.”

Cllr Kendall explained that he had put the motion forward to allow discussion to explore all possibilities.

Cllr Halstead seconded the motion.

The Clerk explained that a resident had presented the Council with a wall mounted flag pole that he wished to be put on the front of the village hall. This was not a practical option as the architecture was not suitable.

After discussion it was agreed that the Clerk should report back to Council with options & costings following liaison with Royal British Legion officials.

– Cllr Linsley, seconded by the Chairman, proposed an extension of no more than 30 minutes to the meeting & Members agreed unanimously.

138/15 Audited Annual Return for 2014/15

Copies of the audited accounts return been circulated prior to the meeting & the contents were noted.

139//15 Matters of Concern to Councillors

Cllr Dodds informed Members that the County Society had awarded prizes to four allotment holders in Liss & that these coincided with the same award winners as judged by LPC.

140/15 Reports from outside bodies

Cllr Halstead reported on the meeting of the East Hants Rail Partnership that had discussed Liss Railway Station & the lack of passenger support for the summer bus service. A working group were looking at improvement to the station with LHS & LAHS were getting the notice board repaired.

Cllr Linsley had attended meetings of the NCPF, Coryton Alms Houses & the HALC AGM.

Cllr Wright had attended the AGM of EH CAB.

The Chairman had attended the East Hants Rail Partnership meeting as well as the Coryton Alms Houses & Friendship Fund meetings.

141/15 Exclusion of the public & press

Resolved: That the public & press be excluded due to the commercially sensitive & confidential nature of the remaining business to be discussed.

142/15 – Exempt Item – Report on the progress of the West Liss Pavilion Development.

143/15 – Staff issues

The Chairman closed the meeting at 21.45 hrs

Next meeting: Monday 16th November, 19.30hrs

143/15 – Exempt Item – Report on the progress of the West Liss Pavilion Development.

Cllr Kendall informed Members that arrangements were being finalised with regarding funding options & these would be done by the end of November.

Tender document had now been issued & documents for the planning application were being assembled.

Extension of meeting: Members agreed an extension to the meeting of no more than 30 minutes.

144/15 Staff issues

The Chairman informed Members of certain potential changes to the staffing structure that were being considered for the 2016/17 year.



Liss Parish Council

Clerk's Report to Council

October 2015

- 1) Bank Payments made since last Council meeting or to be approved at this meeting.
- 2) Lists of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last meeting.
- 4) Payments made from petty cash since the last Council meeting.
- 5) Correspondence requiring action or for note.

1) Bank payments made since last Council meeting & to be approved at this meeting

Main Account

Schedule of payments since last meeting & cheques to be drawn at 19th October 2015

Chq. No.		£	Less VAT	Net
2466	Post Office - Land Rover RVL	225.00		225.00
2467	Petty Cash	100.00		100.00
2468	Liss Garden Machinery - mower parts	112.25	18.71	93.54
2469	Viking - stationery	113.88	94.90	18.98
2470	U-Do DIY - grounds supplies	12.82	2.14	10.68
2471	Bishop Sports - basketball back board	127.66	21.28	106.38
2472	Travis Perkins - LCR/Grds	135.46	22.57	112.89
2473	Royal British Legion Poppy appeal	40.00		40.00
2474	HCC Pensions - contributions October	944.24		944.24
2475	Post Office Ltd - tax & ni October	1337.66		1337.66
2476	Cancelled	0.00		0.00
2477	Pitchmark - white lining	100.76	16.79	83.97
2478	Greenhouse Graphics - Village Voice	543.00		543.00
2479	BDO LLP - audit fee 14/15	480.00	80.00	400.00
Trf	Salaries - September	4675.35		4675.35
DD	Esso - fuel cost	6.00	1.00	5.00
DD	BT - new account	10.20	1.70	8.50
Trf	Salaries - October	4667.89		4667.89
DD	Talk Talk - September	15.31	2.55	12.76
		13647.48	261.64	13385.84

Charities Account

Schedule of payments since last meeting & cheques to be drawn at 19th October 2015

Chq No.		£	Less VAT	Net
1186	Petty Cash	50.00		50.00
1187	Ampella - boiler repair	95.22	15.87	79.35
1188	Veolia - bins Sept	158.04	26.34	131.70
1189	HCC - pension contributions October	225.41		225.41
1190	HMRC - tax & ni October	22.44		22.44
Trf	Salaries - October	809.21		809.21
DD	Southern Electric - Hall final account	51.89	2.47	49.42
		1412.21	44.68	1367.53

West Liss Pavilion Development Account

Schedule of payments since last meeting & cheques to be drawn at 19th October 2015

Chq No.		£	Less VAT	Net
090	Blair Rains M & E - stage C Cancelled	-450.00	-75.00	-375.00
091	Blair Rains M & E - stages C - G	5400.00	900.00	4500.00
092	Febo Designs - stages E, F & G	3360.00	560.00	2800.00
		8310.00	1385.00	6925.00

Liss Neighbourhood Plan Account

Schedule of payments since last meeting & cheques to be drawn at 19th October 2015

Chq No.		£	Less VAT	Net
007	Greenhouse Graphics - Village Questionnaire	489.00	0.00	489.00
		489.00	0.00	489.00

2) Lists of receipts banked since last Council meeting.

Main Account

<u>Current Account</u>	£
Transfer from deposit account	75000.00
Interest on fixed deposits maturing	181.37

75181.37

<u>30 Day Deposit Account</u>	£
Precept - 2nd instalment	65750.00
Interest	1.59

65751.59

Charities Account

<u>Current Account</u>	£
Transfer from Deposit account	1500.00

1500.00

Instant Access Deposit Account

Village Hall rents	1000.32
West Liss rents	289.75
Allotment rents	0.00
Interest	0.53

1290.60

West Liss Pavilion Account

Interest on fixed deposits maturing	41.85
Shop collection boxes	69.30

111.15

Liss Neighbourhood Plan Account

No receipts	0.00
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0.00

3) Details of fixed term deposits maturing or placed since last meeting.

Main Account

<u>Deposits matured</u>	£
Six & three month deposits matured	45000.00
	45000.00

<u>Deposits Placed</u>	£
Six week deposit	20000.00
Three month deposit	40000.00
Six Month deposit	45000.00
	105000.00

West Liss Pavilion Account

<u>Deposits matured</u>	£
Three month deposit matured	25000.00
	25000.00

<u>Deposits Placed</u>	£
Three month deposit placed	25000.00
	25000.00

4) Payments made from petty cash since the last Council meeting.

Main Account

Voucher no.	Description	£	Less VAT	Net £
32	CCTV signs	11.28	1.88	9.40
33	Fuel - LCR	12.40	2.07	10.33
34	Office costs - milk	1.35		1.35
35	Office costs - milk local paper	3.00	0.53	2.47
36	Postage - Cllrs papers	2.52	2.49	0.03
37	SDNP Local Plan publication	26.00		26.00
		<u>56.55</u>	<u>6.97</u>	<u>49.58</u>

Charities Account

Voucher no.	Description	£	Less VAT	Net £
	No payments			0.00
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

5) Correspondence requiring action or for note.
(as attached)

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 16th November 2015.

Members

*Mr K Budden (Chairman), *Mr D Dodds, Mr R Evans, *Mrs S Halstead, *Mr R Hargreaves, Mr D Jerrard, *Mr M Kendall, *Mr H Linsley, *Mr F MacNamara, *Mr B Mayo, *Mr A Smith, Mr E Thomas & *Ms A Wright.

* Present

Clerk: D. Bowery.

In attendance: County Councillor Mr V Clarke, District Councillor Mrs L Pienaar, five members of the public and one member of the press.

The Chairman made the necessary health and safety announcements.

144/15 Apologies

Members accepted apologies from Councillors Jerrard & Thomas & District Councillor Mrs J Onslow. Absent with no apologies: Cllr Evans.

145/15 Declarations of interests

There were no declarations.

146/15 Chairman's announcements

- The Chairman reported that the new pavilion exhibition on 14th November had gone well
- There had been a respectable turnout from Councillors & other groups at the Remembrance parade on 8th November.
- Christmas trees were being erected on 4th December & Cllr Halstead was coordinating volunteers for the decoration. The late night shopping event was on Wednesday 9th December.
- Members then held a minutes silence in remembrance of Kath Stephens who had been a cub leader with 1st Liss Scout group for nearly forty years.

147/15 Change to order of business.

Cllr Kendall, seconded by the Chairman, proposed a change in the order of business & Members agreed.

Resolved: That agenda item be 12, New pavilion, to consider the outcome of the exhibition & the planning application to SDNP, be taken next.

148/15 New pavilion, to consider the outcome of the exhibition & the planning application to SDNP

Cllr Kendall reviewed the public exhibition of 14th November & the outcomes. He apologised to the public for the inaccuracies in the site marking & said that the height marker & site markings would be in place for the whole of the planning application process when that took place. He added that there was a question over the accuracy of one of the computer generated images & that would be checked with the architect.

Cllr Kendall drew Members attention to the written comments submitted by members of the public. These included suggestions that the roof cost could be reduced & that the appearance of the building would be enhanced by timber cladding. Cllr Kendall commented that cladding had been considered & dismissed due to the additional cost it attracted. There was also a comment on the unsuitability of underfloor heating & this would be referred to the consultants.

Cllr Kendall extended thanks to 1st Liss Scouts for their presentation & its justification for increased facilities.

Cllr Kendall then suggested a period of adjournment to receive comments from members of the public & Members agreed.

Mr Chads expressed disappointment with the exhibition, the site marking & requested that LPC provide pictures showing how the development sat with the surrounding houses. He asked LPC how they could justify the cost & if a business plan could be produced. He criticised the design blaming it for the high cost of the project. He added that the Neighbourhood Plan indicated development at Brows farm & suggested that LPC could create an artificial playing surface & pavilion on new green space there.

The Chairman replied that he could not comment on the Neighbourhood Plan as that was being produced by a separate group.

Mr Tither said he was underwhelmed by the exhibition but his disappointment was with the design team employed rather than Councillors. He said that there was not one drawing showing the pavilion in context. He felt that Liss as a village in the National Park deserved an appropriate design solution using local materials. He felt the budget could be halved by reassessing the design.

Mr Payne commented that the design had evolved from the original timber framed concept & that the design put forward by the chosen architect had been accepted & championed by the public. A better design could be investigated but this would put the project back by another year or so.

Mr Neasom reiterated the Scouts' desire to inhabit a new building as soon as possible; they had 85 members & the village was growing.

Mr Payne said that the design had been developed in conjunction with user groups & he was confident that it was fit for purpose.

Cllr Kendall expressed gratitude to Mr Tither for his technical points & said that points raised by others as well as the SDNP would be taken into consideration. He added that the SDNP had indicated that if this revised design was moved to the existing approved site they would have no issues with it. He personally believed that it would be a huge asset to the village.

The meeting was then reconvened.

Cllr Halstead said she supported the concept of timber cladding & felt that LPC should listen more to the technical issues raised, especially the underfloor heating; she was also concerned about storage facilities. She felt that there was an opportunity to improve design & save costs. It was a bigger decision than she was ready to make tonight.

Cllr Dodds had similar opinions but felt that if a qualified member of the public questioned the design team then it might be time to reflect. If there was a better alternative to the existing proposal then that would be ok, but if not then he was reluctant to delay the project.

Cllr Wright said she was uncomfortable in making a decision before the questions were answered but was also wary about the length of time it might take.

Cllr Smith felt the key was the commitment of time & money that had already gone into the project & wondered if architects were the same as lawyers where you would get two different answers if you put a question to two lawyers. He felt that if LPC were to go for planning permission at the same time as sorting out design issues he would not oppose it. LPC should work to get the best interior design. If LPC stopped now it may never happen.

Cllr Hargreaves asked what the planning permission would be for & how much timber cladding would cost.

Cllr Kendall replied that LPC would be applying for design & siting & that cladding would cost an additional £35000.

Cllr Hargreaves said this design was better than the existing approved permission. He added that the idea of pursuing the ideal building was an illusion & that therefore he was reluctant to go back to the drawing board. He would like the planning application to go ahead but would also like to see the design & materials investigated at the same time taking on board comments received tonight.

Cllr Linsley said that the project had been talked about for 15 years & he had felt frustration at the pace of progress. Those involved had made decisions to the best of their ability & he was concerned over further delays. At some point LPC had to make a decision & at least now LPC appeared to be getting somewhere.

Cllr Mayo said he had been on the working group for 5 years & added that it was a statement from the SDNP that they wanted to see an iconic building. Local architects had been circulated & the chosen architect had created the design. The facilities in this revision had the same as the approved application; the only changes were in roof, siting & foundations.

Cllr MacNamara said he had a desire to see a building that would be loved by residents.

The Chairman said the design might not be perfect but he felt it was fine & fit for purpose. He appreciated some of the concerns raised but had greater concern over delay.

Cllr Kendall closed the debate by saying that the key point was raised by Cllr Linsley that at some point a decision had to be made & he added that he felt Cllr Hargreaves proposal was the best way forward.

Cllr Kendall, seconded by Cllr Mayo, then proposed a motion that Liss Parish Council proceed to submit a planning application & at the same time take on board issues raised by the public & investigate the possibilities & implications of them.

Resolved: The Motion was passed on a vote of seven in favour, two against with one abstention.

Cllr Dodds urged those involved to take up the offers of advice on design.

149/15 Report of County Councillor

County Councillor Mr Clarke reported that HCC had more than met its 2010 five year target of reducing carbon emissions. A 22.8% reduction had reduced energy costs by £2.7m. PV systems had been installed on 20 schools saving £20k per year as well as generating 200000kWatt of energy. Further installations were on the way. In the last year there had been 8683 births, 9413 deaths & 4620 marriage ceremonies in Hampshire. The Registration Service had been given extra responsibility to work with other agencies to prevent fraud, benefit fraud, identity fraud & sham marriages.

From October to April all of HCC's 51 salting vehicles would be on standby 24/7. All salt bins were filled as were all of the salt barns.

The library service was under review & there was to be a pilot scheme for some mobile libraries to be replaced by community library exchange facilities with free loan of eReader & training on downloading eBooks.

150/15 Reports from District Councillors District Councillor Mrs Pienaar reported that grant applications were expected from Rake Village hall, LPC, the Community Centre, Spirit of Music, the Liss model railway club & the Liss Flood Action Group.

Cllr Pienaar had attended the EHDC CTGG meeting where there had been a presentation on the "prevent" anti-terrorism scheme that was aimed at preventing radicalisation. Cllr Pienaar reported that an EHDC officer was looking to arrange a similar Prevent session for parish councillors on a date to be announced. The Chairman reported that he had attended the previous Prevent training session two years ago and it had been very useful. Cllr Pienaar will be reporting back on the local employer agreements scheme in December.

Cllr Kendall said that he had nothing to add to Cllr Pienaar's report.

151/15 Minutes of the meeting of 19th October 2015

The minutes of the Council meeting of 19th October, proposed by Cllr Kendall and seconded by Cllr Halstead, were agreed unanimously as a correct record.

Resolved: That the minutes of the Council meetings of 19th October be accepted as a correct record.

152/15 – Matters Arising

- Flag Pole for village min 137/15 refers – The Clerk reported that the Royal British Legion were in the process of procuring a flagpole to be erected on the HCC green owned by HCC to the front of the Community Centre; a grant application to assist with the cost was likely to be received by LPC. The wall mounted pole donated by a resident had been taken by the RBL to be sited on the British Legion club building.

153/15 – Clerks Report (attached)

The Clerk's report was discussed & the Clerk responded to questions raised.

Cllr Kendal said that the response from the Civil Aviation Authority regarding the consultation process on the TAG Farnborough change proposals had been dismissive & they had claimed that requests under the FOI act were not in the public interest; the local MP was pressing for further consultation process. Cllr Dodds noted that TAG had not withdrawn the request for Farnborough to be used as a relief airport.

Cllr Halstead commented that the agenda for the quarterly meeting of the EHAPTC on 2nd December was missing. The Clerk requested that the documents be resent & they would then be circulated to members.

The Chairman reported that the consultation response on the proposed Hants Fire & Rescue Service changes had been submitted but he had now heard that Petersfield TC were seeking a meeting with the Service due to concerns over the cross border effect of fire service cover cuts in Midhurst.

Resolved: The Schedules of payments, receipts & correspondence, Proposed by Cllr Mayo & seconded by Cllr Dodds, be approved.

154/15 Reports of Committees

Finance Committee

Resolved: The draft minutes of the Finance Committee of 26th October be noted.

Cllr Mayo reviewed the minutes & noted that the Finance Committee were proposing to Council a precept of £182000 for the 2016/17 year. This proposal would be put to December Council in order to meet the submission deadlines at EHDC.

Cllr Kendall said he was uncomfortable with an increase of 9.8% & felt that LPC should look to cut some of the reserves held, particularly those for play equipment & transport initiative.

Cllr Mayo said that play equipment & safety surfacing were very costly & that should a major piece of equipment need replacing then a decision to cut provisions built up would come back to bite the Council.

Cllr Hargreaves asked what the policy was on reserves. The Clerk replied that auditors' advice was that the general reserve should be between 25 & 75% of precept & that on top of that earmarked reserves for specific projects were provided on an annual basis to meet future liabilities.

The Chairman said that once cuts were made it was harder to reintroduce such items; he felt it was wise to build up provisions. He added that there was a question over how long the Government Support Grant would be received for.

Cllr Smith asked if LPC should be thinking of full cost recovery on such items as allotments, village hall & pitch hire.

At this point Members agreed an extension to the meeting of no more than thirty minutes.

Cllr Dodds said that LPC had a principle of subsidising some amenities & also saving towards future liabilities. He referred to the lack of sufficient funding when the old tractor had needed replacing. He felt the issue should be referred back to the Finance Committee for recommendations. Cllr Wright said that a schedule of big cost items & when funds were needed should be prepared. Cllr Linsley pointed out that over the last eight years the average precept increase, excluding pavilion project had been only 4%.

It was agreed that the Motion to set the 2016/17 precept should come back to Council in December.

- **Planning Committee**

Resolved: The draft minutes of the Planning Committee of 9th November be noted.

- **Grounds Committee**

Resolved: The draft minutes of the Extraordinary Grounds Committee of 10th November be noted.

Cllr Dodds explained that an Extraordinary meeting had been called to review the method of charging for allotments. This had arisen due to the inequality of charge on different allotment sites & sizes of plots. He then proposed a Motion, seconded by Cllr Hargreaves, resulting from the recommendations of the meeting.

Resolved: That Liss Parish Council sets an allotment rental rate of £0.16p per annum with effect from 1st January 2016.

155//15 Matters of Concern to Councillors

There were no matters raised.

156/15 Reports from outside bodies

Cllr Smith had attended the committee meeting of the Newman Collard Trust. He added that LPC now had over 100 followers on twitter.

Cllr Halstead had attended the Triangle Community Centre meeting & reported that they would hold a volunteers day in January aimed at recruiting volunteers for village associations.

Cllr Halstead, with the Chairman & Cllr Linsley, had attended HCC's parish event "working together" on 11th November & would circulate a paper on it to Members.

Cllr Linsley had attended a meeting of the Rake Village Hall trust.

157/15 Exclusion of the public & press

Resolved: That the public & press be excluded due to the commercially sensitive & confidential nature of the remaining business to be discussed.

158/15 – Exempt Item – Report on the progress of the West Liss Pavilion Development.

The Chairman closed the meeting at 22.00 hrs

Next meeting: Monday 21st December, 19.30hrs

158/15 – Exempt Item – Report on the progress of the West Liss Pavilion Development.

Cllr Kendall informed Members that arrangements regarding funding options had now been deferred & that exact dates were awaited.



Liss Parish Council

Clerk's Report to Council

November 2015

- 1) Bank Payments made since last Council meeting or to be approved at this meeting.
- 2) Lists of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last meeting.
- 4) Payments made from petty cash since the last Council meeting.
- 5) Correspondence requiring action or for note.

1) Bank payments made since last Council meeting & to be approved at this meeting

Main Account

Schedule of payments since last meeting & cheques to be drawn at 16th November

Chq No.		£	Less VAT	Net
2480	D Bain - tree surgery NCPF	625.00		625.00
2481	Vision ICT - Decs of Interest	30.00	5.00	25.00
2482	L Mannerings - hepatitis jabs & travel	231.20	3.31	227.89
2483	Central Source - bollard for LCR	95.04	15.84	79.20
2484	Citroen Care Ltd - battery for TSR	54.00	9.00	45.00
2485	Viking - stationery	70.78	11.80	58.98
2486	Altis Industries - grounds maintenance costs	46.74	7.79	38.95
2487	Clerks & Councils Direct - subscription	12.00		12.00
2488	Beaver Tool Hire - fuel & workwear	87.33	1.78	85.55
2489	Winchester Garden Machinery - LCR costs	33.80	5.63	28.17
2490	Hillier Garden Centre - grounds maintenance costs	40.97	6.82	34.15
2491	CPRE Hants - subscription	20.00		20.00
2492	U-Do DIY - office, grounds, TSR costs	79.03	13.17	65.86
2493	HCC Pensions - contributions November	941.60		941.60
2494	Post Office Ltd - tax & ni November	1334.10		1334.10
DD	Esso - fuel card cost Oct	6.00	1.00	5.00
DD	Esso - fuel cost Oct	23.52	3.92	19.60
Dd	S E Electric refund	-6.41	-0.31	-6.10
DD	Siemens - copier costs	194.42	32.40	162.02
Trf	Salaries - November	4613.61		4613.61
DD	Talk Talk - October	15.31	2.55	12.76
		8548.04	119.70	8428.34

Charities Account

Schedule of payments since last meeting & cheques to be drawn at 16th November

Chq No.		£	Less VAT	Net
1191	Cancelled	0.00		0.00
1192	Veolia - bins Oct	47.94	7.99	39.95
1193	U-Do DIY - village hall costs	5.49	0.91	4.58
1194	HCC - pension contributions November	225.41		225.41
1195	HMRC - tax & ni November	22.44		22.44
Trf	Salaries - November	809.21		809.21
		1110.49	8.90	1101.59

West Liss Pavilion Development Account

Schedule of payments since last meeting & cheques to be drawn at 16th November

Chq No.		£	Less VAT	Net
093	Holloway Squire - fees for re-tender	4695.34	782.56	3912.78
		4695.34	782.56	3912.78

Liss Neighbourhood Plan Account

Schedule of payments since last meeting & cheques to be drawn at 16th November

Chq No.		£	Less VAT	Net
008	Mrs W Smith - Admin support Sept	180.00	0.00	180.00
009	Mrs W Smith - Admin support Oct.	412.58	4.76	407.82
010	V Signs - exhibition banner	52.50	8.75	43.75
		645.08	13.51	631.57

2) Lists of receipts banked since last Council meeting.

Main Account

<u>Current Account</u>	£
Fixed Term Deposit interest	25.11
	25.11

<u>30 Day Deposit Account</u>	£
Interest	2.76
NCPF for hedge cutting.	62.10
	64.86

Charities Account

<u>Current Account</u>	£
No receipts	0.00
	0.00

<u>Instant Access Deposit Account</u>	
Village Hall rents	1173.23
West Liss rents	133.50
Allotment rents	4.94
Interest	0.51
West Liss wayleave	4.94
	1317.12

West Liss Pavilion Account

	£
Fixed Term Deposit interest	28.73
	28.73

Liss Neighbourhood Plan Account

	£
Groundwork UK - grant	1500.00
	1500.00

3) Details of fixed term deposits maturing or placed since last meeting.

Main Account

<u>Deposits matured</u>	£
Three month deposit	15000.00
	15000.00

<u>Deposits Placed</u>	£
No funds placed	0.0
	0.00

West Liss Pavilion Account

<u>Deposits matured</u>	£
No funds maturing	0.00
	0.00

<u>Deposits Placed</u>	£
No funds placed	0.00
	0.00

4) Payments made from petty cash since the last Council meeting.

Main Account

Voucher no.	Description	£	Less VAT	Net £
38	Office supplies - milk/tea	7.15		7.15
39	Computer switch	26.99	4.5	22.49
40	Grounds phone top up	10.00		10.00
41	Office supplies - milk/wash up liquid	0.95		0.95
42	Postages - crossing closure	34.80		34.80
43	Office supplies - milk	2.55		2.55
44	Postages - Cllr papers	1.90		1.90
45	Postages - Consultation responses	3.46		3.46
46	Training - parking	4.50		4.50
47	LCR - fuel	6.10	1.02	5.08
48	LCR - fuel	30.00	5.00	25.00
		<u>128.4</u>	<u>10.52</u>	<u>117.88</u>

Charities Account

Voucher no.	Description	£	Less VAT	Net £
	No payments			0.00
				0.00
		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

5) Correspondence requiring action or for note.
(as attached)

LISS PARISH COUNCIL

A meeting of Liss Parish Council took place at 7.30pm on 21st December 2015.

Members

*Mr K Budden (Chairman), *Mr D Dodds, Mr R Evans, *Mrs S Halstead, Mr R Hargreaves, *Mr D Jerrard,
*Mr M Kendall, *Mr H Linsley, Mr F MacNamara, *Mr B Mayo, *Mr A Smith, Mr E Thomas & Ms A Wright.
* Present

Clerk: D. Bowery.

In attendance: County Councillor Mr V Clarke, one member of the public & one member of the press.

The Chairman made the necessary health and safety announcements.

159/15 Apologies

Members accepted apologies from Councillors Hargreaves, MacNamara, Thomas & Wright & District Councillors Mrs Onslow & Mrs Pienaar.

Absent with no apologies: Cllr Evans.

160/15 Declarations of interests

There were no declarations.

161/15 Chairman's announcements

- The Chairman thanked those who had assisted in the erection of the village Xmas trees.
- The Chairman congratulated the organisers of the Xmas Fair on 9th December.
- The Chairman informed the meeting that Liss Evangelical Church were organising a Xmas lunch for people who were alone; it would be on Xmas day in the village hall which LPC were giving rent free; LPC had also made a donation of £50 towards the costs.

162/15 Adjournment to receive comments from the public

No adjournment was required.

163/15 Report of County Councillor

County Councillor Mr Clarke reported that the figure for those unemployed & claiming benefit in Liss was 0.6%.

Hampshire now had 92.4% coverage of superfast broadband with 219km of new fibre cabling & 328 new cabinets; the aim is to achieve 95% coverage by the end of 2017. The present connection rate is 21% of residents.

Recent commuter statistics showed 120k commuting out of Hampshire daily with 90k commuting into Hampshire.

Cllr Halstead asked Cllr Clarke if he was happy with the new County Council ward boundary proposals. Mr Clarke replied that the proposals were for wards of even sizes without splitting communities.

164/15 Reports from District Councillors

The Clerk read out a report submitted by District Councillor Mrs Pienaar.

- There had been a meeting of agencies regarding the drug related activities in the public toilet at the Triangle with follow up actions agreed.

- DC grant applications received had all been submitted & included LPC for accessible toilet, Spirit of Music festival, Community Association, Liss Model Railway Club. An application from Rake Village Hall was still awaited. Cllr Pienaar said that the cut off date was 18th March for 2015/16 grants.
- No notifications of entrants for the EHDC sports awards had been notified to Cllr Pienaar but they may have been submitted to EHDC.

Referring to the Rake Village Hall grant application, Cllr Kendall requested Cllr Linsley, LPC's appointed representative on that body, to chase up the application to ensure it met the deadline.

165/15 Minutes of the meeting of 16th November 2015

The minutes of the Council meeting of 16th November, proposed by Cllr Kendall and seconded by Cllr Mayo, were agreed unanimously as a correct record.

Resolved: That the minutes of the Council meetings of 16th November be accepted as a correct record.

166/15 – Matters Arising

- New Pavilion min 148/15 refers – Cllr Kendall reported that LPC councillors had met with the project manager to open tenders & have a follow up meeting on 7th January to discuss the outcomes that would be followed up by Pavilion Committee meeting. Cllr Kendall drew attention to a possible problem that arose from three of the committee members being unavailable between 18th February & 31st March; he felt that additional members needed to be appointed to the committee.
- TAG Farnborough Consultation – Cllr Halstead reported that there had been a meeting with the local MP, a representative of Lasham Gliding Club, District Councillor Mrs Butler & EHDC officer T Horwood. No outcomes were expected until the new year.
- Flood Action Group – The minutes of the last FAG meeting had been circulated. Cllr Kendall said that the group needed one more volunteer to respond on the Station Road/Yorkwood area. The flood warden would respond to the authorities to alert them of problems. Looking ahead there was a need to identify emergency accommodation resources, possibly the Village Hall, the Community Centre, the school or Evangelical Church. HCC had a well developed team & EHDC & the Environment Agency were ready. LPC needed to agree ownership of the Liss area.

167/15 – Clerks Report (attached)

The Clerk's report was discussed & the Clerk responded to questions raised.

Cllr Halstead declared an interest in cheque 2496 that related to a reimbursement of expenses to her.

Resolved: The Schedules of payments, receipts & correspondence, Proposed by Cllr Mayo & seconded by Cllr Halstead, be approved.

168/15 - Correspondence

The following actions were agreed:

The Chairman would respond to the S W Rail franchise consultation.

Liss Community Association – Cllr Halstead would attend the Community Event on 23rd January.

The Chairman & Cllr Halstead would prepare a response to the Local Govt. Boundary Commission consultation.

169/15 – Motion proposed by Cllr Mayo

“That the budget formulated and proposed by the Finance Committee at its meeting on 26th October, now incorporating adjustments as shown be approved by full council for the term 2016/17

- Reduction in the amount for improvements to toilet facilities at Rake Village Hall to £1000
- Reductions to Salaries & Pensions in the sum of £2999
- Adjustment to the number of band D dwellings to 4990 giving a charge of £70.994 per dwelling, an increase of £4.113 or 6.15% over 2015/16. This charge per dwelling is reduced to £66.286 after deduction of the Government Support Grant.
- This gives a final precept of £176776 for 2016/17.”

The Motion was seconded by Cllr Halstead.

Cllr Kendall said that he was pleased to see a reduction from the original 9.8% to 6.15%; however, he was still uncomfortable & had concerns over some items included in reserves. He did not agree with the proposed cut of £2999 to salaries costs but did agree with the increase in the provision for donation to rake Village hall. He wished to see reductions in earmarked provisions for transport initiative, £4000 & NCPF car park repairs, £1768; he also felt that the £9500 provided towards running costs for the new pavilion could be cut as the timetable for commencement of construction was unlikely to be before June.

Cllr Linsley said that advice received was that general reserves should be between 25% & 75%; therefore at 29% LPC's were low. He could not support Cllr Kendall's suggested changes without a detailed paper being produced.

Cllr Smith said that logic dictated that if there were funds in general reserves they could be used for any contingency that arose, so why did LPC need to have specially identified reserves.

Cllr Kendall moved that the budget be reconsidered on 18th January.

The Chairman said that there had been a history of LPC applying low or zero percentage rises in the past & these had come back to bite the Council when it was necessary to apply large catch-up increases; he could not support the cuts. He added that the new pavilion would lead to increased costs in future.

Cllr Mayo suggested that the £9500 provision for pavilion running costs could be allocated to general reserves.

Cllr Linsley reiterated that he was uncomfortable with general reserves being so low & said that there was also a danger of the Government Support Grant being lost in future.

Cllrs Dodds & Jerrard supported Cllr Linsley's comments.

Cllr Kendall's proposal, seconded by Cllr Smith, was then voted on. The proposal failed on a vote of two in favour with six against.

Cllr Mayo's motion, seconded by Cllr Halstead, was then voted on. The motion was passed on a vote of six in favour with two abstentions.

Resolved: That Liss Parish Council sets a precept of £176776 for the 2016/17 year.

170/15 Reports of Committees

Buildings Committee

Resolved: The draft minutes of the Buildings Committee of 30th November be noted.

Grounds Committee

Resolved: The draft minutes of the Grounds Committee of 30th November be noted.

Cllr Dodds reviewed the minutes. He said that the new charging method for allotment rents was now instigated & that a review of play equipment was taking place. A PIR light was to be installed on the store at NCPF to provide more light for those using the path.

Cllr Mayo felt that there were inadequate funds available for play equipment replacements & that other avenues of funding should be explored.

- **West Liss Pavilion Development Committee**

Resolved: The draft minutes of the West Liss Pavilion Development Committee of 7th December be noted.

Cllr Kendall reviewed the minutes. He said that following residents' comments the revised images of the pavilion had been examined & found to be satisfactory. It had been agreed that under floor heating was the most suitable solution for the usage planned & this would slightly increase costs. There was no reason for any change on roof design.

The planning application had been submitted & paid for & was now awaiting validation. Staff would then mark out the exact ground area for the duration of the planning process.

Referring to his comments under minute 166/15 Cllr Kendall, seconded by Cllr Linsley, proposed that Cllrs Dodds & Smith be appointed to the pavilion development committee & Members agreed unanimously.

Resolved: That Cllrs Dodds & Smith be appointed to the west Liss Pavilion Development Committee.

- **Planning Committee**

Resolved: The draft minutes of the Planning Committee of 7th December be noted.

171//15 Matters of Concern to Councillors

Cllr Mayo expressed dismay at the level of street lighting supplied by the HCC lights installed earlier in the year.

It was agreed that this matter be referred to the Highways Committee.

172/15 Reports from outside bodies

Cllr Mayo had attended a meeting of Liss Connect, an organisation for the local business community; it now had 22 members. Cllr Mayo suggested that he might represent LPC on the organisation.

Cllr Halstead had attended the quarterly meeting of the EHAPTC that received a presentation on the Hampshire Combined Authority bid and possible further devolution from Tom Horwood. She added that EHDC's legal officer, Nick Leach, was offering presentations to local councils on the Code of Conduct.

Cllr Linsley had attended the EHAPTC meeting as well as four NCPF meetings, some dealing with user licenses.

The Chairman had attended the EHAPTC meeting.

173/15 Exclusion of the public & press

Resolved: That the public & press be excluded due to the commercially sensitive & confidential nature of the remaining business to be discussed.

At this point Members agreed a period of extension of the meeting of no more than thirty minutes.

174/15 – Exempt Item – Report on the progress of the West Liss Pavilion Development & other items.

The Chairman closed the meeting at 21.35 hrs

Next meeting: Monday 18th January 2016 19.30hrs

174/15 – Exempt Item – Report on the progress of the West Liss Pavilion Development.

The Chairman reported on developments relating to funding options.



Liss Parish Council

Clerk's Report to Council

December 2015

- 1) Bank Payments made since last Council meeting or to be approved at this meeting.
- 2) Lists of receipts banked since last Council meeting.
- 3) Details of fixed term deposits maturing or placed since last meeting.
- 4) Payments made from petty cash since the last Council meeting.
- 5) Correspondence requiring action or for note.

1) Bank payments made since last Council meeting & to be approved at this meeting

Main Account

Chq. No.		£	Less VAT	Net
2495	Sustainable Furniture - bench repair parts	105.00	17.50	87.50
2496	S Halstead - mileage & Xmas decorations	33.90	2.55	31.35
2497	S Smith - training mileage	35.46	1.48	33.98
2498	P Jackson - bus shelter repair	265.00		265.00
2499	Petty Cash	150.00		150.00
2500	Travis Perkins - LCR costs	167.59	27.93	139.66
2501	U-Do DIY - Xmas & grounds costs	9.93	1.66	8.27
2502	Viking - stationery & postage	190.57	22.76	167.81
2503	Blackwell Press - scanning drainage plans	458.86	76.48	382.38
2508	HCC Pensions - contributions December	941.60		941.60
2509	Post Office Ltd - tax & ni December	1334.50		1334.50
DD	Esso - fuel cost Nov	36.53	6.09	30.44
DD	British Gas - electricity, garage	122.38	5.82	116.56
DD	Siemens - copier lease	133.98	22.33	111.65
Trf	Salaries - December	4663.46		4663.46
Trf	Pavilion Reserves to pavilion bank account	43884.52		43884.52
DD	BT - telephone, Nov	10.20	1.70	8.50
DD	BT - telephone, Dec	10.20	1.70	8.50
		52553.68	188.00	52365.68

Charities Account

Chq No.		£	Less VAT	Net
1196	D Bain - tree surgery allotments	165.00		165.00
1197	U-Do DIY - village hall costs	61.51	10.25	51.26
1198	B Cleary - window cleaning	30.00		30.00
1199	SE Water - allotments supply	339.53		339.53
1200	Veolia - bins Nov	126.43	21.07	105.36
1201	Southern Water - waste water	72.10		72.10
1202	SE Water - village hall & allotments	135.22		135.22
1203	HCC - pension contributions December	225.41		225.41
1204	HMRC - tax & ni December	22.44		22.44
DD	Southern Electric - refund on final acc.	-457.26	-21.77	-435.49
DD	British Gas - gas village hall	335.90	15.99	319.91
DD	British Gas - elect village hall	176.86	8.42	168.44
DD	British Gas - elect village hall	80.26	3.82	76.44
Trf	Salaries - December	809.21		809.21
		2122.61	37.78	2084.83

West Liss Pavilion Development Account

Chq No.		£	Less VAT	Net
094	Farnham Newspapers - planning notice	187.20	31.20	156.00
095	Terra Firma - landscape consultancy	960.00	160.00	800.00
096	Alpha Graphics - site plan board	169.20	28.20	141.00
		1316.40	219.40	1097.00

Liss Neighbourhood Plan Account

Chq No.		£	Less VAT	Net
011	Mrs W Smith - Admin support Nov.	272.00		272.00
		272.00	0.00	272.00

2) Lists of receipts banked since last Council meeting.

Main Account

<u>Current Account</u>	£
Fixed Term Deposit interest	45.13
	<u>45.13</u>
<u>30 Day Deposit Account</u>	£
District Councillor grants	3000.00
EHDC for LCR funding	1500.00
	<u>4500.00</u>

Charities Account

<u>Current Account</u>	£
No receipts	0.00
	<u>0.00</u>
<u>Instant Access Deposit Account</u>	
Village Hall rents	1092.02
West Liss rents	89.00
Allotment rents	559.69
Interest	0.51
	<u>1741.22</u>

West Liss Pavilion Account

	£
Reansfer from LPC main account	44884.52
	<u>44884.52</u>

Liss Neighbourhood Plan Account

	£
No receipts	0.00
	<u>0.00</u>

3) Details of fixed term deposits maturing or placed since last meeting.

Main Account

<u>Deposits matured</u>	£
Three month deposit	25000.00
Six week deposit	20000.00
	<u>45000.00</u>
<u>Deposits Placed</u>	£
No funds placed	0.0
	<u>0.00</u>

West Liss Pavilion Account

<u>Deposits matured</u>	£
No funds maturing	0.00
	<u>0.00</u>
<u>Deposits Placed</u>	£
Three month deposit	20000.00
Six week deposit	20000.00
	<u>40000.00</u>

4) Payments made from petty cash since the last Council meeting.

Main Account

Voucher			Less	Net
no.	<u>Description</u>	£	VAT	£
49	Office supplies - milk/tea	7.10		7.10
50	Postages - Cllr papers	2.38		2.38
52	Local newspaper	0.45		0.45
53	Bulbs for Liss in Bloom	6.49	1.08	5.41
53	Postages - DC grant applications	3.57		3.57
54	Office supplies - tea, coffee, milk, papers	13.34		13.34
		<u>33.33</u>	<u>1.08</u>	<u>32.25</u>

Charities Account

Voucher			Less	Net
no.	<u>Description</u>	£	VAT	£
4	Allotment padlocks	18.98	3.16	15.82
5	Windows cleaned - Sept	30.00		30.00
6	Windows cleaned - Oct	30.00		30.00
		<u>78.98</u>	<u>3.16</u>	<u>75.82</u>

5) Correspondence requiring action or for note.
(as attached)