



LISS PARISH COUNCIL

COUNCIL MEETING MINUTES

A meeting of Liss Parish Council took place at 7pm on 16th June 2025 in Liss Village Hall

Members

*Mr K. Budden (Chair), Ms S. Baldwin, *Ms R. Crane, Mr I. James, Mr D. Jerrard, *Mr C. Olley,
*Mr C. Mort, *Mr P. Payne, *Mr A. Smith, *Mr R. Smith, *Mrs S. Stratford-Tuke,
Mr D. Turner and *Ms C. Williams

* Present

In addition to S. Smith (Clerk) and County Councillor Russell Oppenheimer.

80/25 Apologies

Members accepted apologies from Cllrs Baldwin, James, Jerrard and Turner. It was noted that District Cllr Roger Mullenger had also sent apologies.

81/25 Declarations of Interests

Councillors were reminded of their responsibility to declare any pecuniary interest they may have in any item of business, no later than when that item is reached.

82/25 Chair's announcements

There were no announcements to make other than reporting some positive progress with volunteers working on the Riverside Walk – this would be covered later in the agenda..

83/25 Adjournment for public participation

There were no members of the public present.

84/25 Update from the County Councillor

Cllr Oppenheimer presented the written report at **Annex A**.

85/25 Update from District Councillors

Cllr Mullenger had submitted a written report as at **Annex B**.

86/25 Minutes of the meeting of Council of 28th April 2025

Resolved: That the minutes of the Council meeting of 28th April 2025 be approved as an accurate record (proposed by Cllr A. Smith and seconded by Cllr Olley with all in favour).

87/25 Matters arising

No issues were raised.

88/25 Payments and receipts for the period 1st May to 31st May 2025

Resolved: That the receipts and payments set out in **Annex C** for the period 1st May to 31st May 2025, for the Liss Parish Council accounts, be approved (proposed by Cllr R. Smith and seconded by Cllr Olley with all in favour).

89/25 Report of the Finance Committee of 2th June 2025

Members noted the report of the Finance Committee of 2nd June 2025.

90/25 Approval of EMR movements

Resolved: That the following EMR movements, as recommended by the Finance Committee, be approved (proposed by Cllr Williams and seconded by Cllr Mort with all in favour):

- a) That the unspent funds of £600 in EMR 370 'In Year Grants' be returned to General Reserves as this was for 24/25 and a new budget for in-year grants had been agreed for 25/26.
- b) That the underspend in EMR 374 'Eco Appraisal' of £73.10 be returned to the unallocated CIL pot (EMR 339).
- c) That the underspend in EMR 376 'NC Signage Grant' of £20 be returned to General Reserves.

Cllr Williams noted that some other areas required some housekeeping but no formal decision was required on these.

The Clerk added that going forward unspent CIL allocations could also be returned to the unallocated pot if unspent without formal approval by Council. As CIL allocations were "up to" a certain amount it would follow, therefore, that any unspent funds for the allocated purpose, or 'change', would automatically be returned to the unallocated pot.

91/25 Report of the Planning Committee of 9th June 2025

Members noted the report of the Planning Committee of 9th June 2025.

In response to a query on next steps for the Heathmount application, the Chair clarified that the SDNPA would set a date for a hearing in due course and that usually the Parish Council would be invited to send somebody to present the LPC position.

92/25 CIL allocation

Resolved: That the sum of up to £4,300 be allocated for the provision of a water supply to the Riverside Walk allotments (proposed by the Chair and seconded by Cllr Mort with all in favour with one abstention from Cllr Williams who noted a personal interest in this item as an allotment tenant at the site).

Members noted that this would give rise to savings in terms of staff time spent filling the water tanks and would bring the site into line with the other sites (aside from Princes Bridge which was subject to discussions about its future use).

Cllr Williams raised the issue of several cars using the Riverside Walk recently which was not permitted and gave rise to health and safety issues for pedestrians, cyclists and other users of the path.

Resolved: That the sum of up to £2,000 be allocated for the provision of a gate at the entrance of the Riverside Walk (proposed by Cllr Williams and seconded by Cllr Stratford-Tuke with all in favour).

The Clerk noted that the revised total of the unspent CIL pot now stood at £10,855.14x.

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Cllr Oppenheimer left the meeting at this point.

93/25 End of year financial arrangements

It was resolved as follows:

- a) That Liss Parish Council approved the audited Liss Parish Council accounts for the FY 2024/25 (proposed by Cllr Olley and seconded by Cllr Williams with all in favour).
- b) That Liss Parish Council note the Internal Audit Report from Lightatouch covering March 2025 and Year End procedures.
- c) That Liss Parish Council approve the Annual Governance Statement for the FY 2024/25, having considered the responses to the statements to ensure there is a sound system of

- internal control, and authorise the Chair and Clerk to sign the document accordingly (proposed by Cllr Williams and seconded by Cllr Mort with all in favour).
- d) That Liss Parish Council approve the Accounting Statement for the FY 2024/25 and authorise the Chair to sign the document accordingly (proposed by Cllr Williams and seconded by Cllr Olley with all in favour).
 - e) That Liss Parish Council approve the dates for the exercise of public rights, from 18th June 2025 to 29th July 2025 (proposed by Cllr Crane and seconded by Cllr Mort with all in favour).
 - f) That Liss Parish Council confirm that it has no conflict of interest with external auditors BDO LLP.
 - g) That Liss Parish Council is satisfied with the effectiveness of the Internal Audit 2024/25.
 - h) That Liss Parish Council appoint Lightatouch as the Internal Auditor for the FY 2025/26 (proposed by Cllr Olley and seconded by Cllr Williams with all in favour). Members agreed that Finance Committee would need to review this appointment in due course.

94/25 Internal Control Statement 2025

Resolved: That Liss Parish Council approve the Internal Control Statement 2025 (proposed by Cllr Williams and seconded by Cllr Crane with all in favour).

95/25 Draft Licence EHDC to allow access to the tool shed and for specific works to be carried out by LPC supervised volunteers

The Chair highlighted that the Draft Licence with EHDC would enable volunteers working for LPC to access the tool shed and to also work on the EHDC section of the Riverside Walk. This represented significant progress in volunteer activity at the site.

However, the solicitor representing LPC had raised a few concerns which still required resolution.

Resolved: That the Draft Licence between EHDC and LPC ‘to Occupy on a Short-Term Basis relating to the area known as Liss Railway Riverside Walk’ would be approved by the Chair and Chair of Finance once the legal issues had been resolved (proposed by the Chair and seconded by Cllr Mort with all in favour).

96/25 Matters to report

Cllr Williams had attended the Newman Collard Playing Fields Trust AGM; Dorothy Collard had stepped down as chair and Graham Baker had been appointed to the position and Cllr Williams was reappointed as the Treasurer. She noted that the appeal on the MUGA planning applications had been submitted the previous week.

Cllr Williams had also attended a user group meeting at the Triangle and noted that the Triangle were looking at holding ‘cold hub’ sessions during the hot weather.

Cllr R. Smith asked about District Cllr Roger Mullenger’s comments on CALA in the written report he had submitted. The Clerk would seek clarification.

Cllr Olley advised that the Men’s Shed had now completed the remaining bug hotels which would be installed shortly.

Cllr Payne advised that the grant for the pond in the SANG had not yet been decided by the SDNPA.

Cllr Budden noted his apologies for the forthcoming Highways Committee. He added that one in three trains had been cancelled last Friday due to the heat which did not bode well for the very hot weather expected this weekend. Network Rail were looking into the issue.

The Chair closed the meeting at 19.43 hours.

Date of next scheduled meeting: Monday 21st July 2025, 7pm

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

COUNTY COUNCILLOR REPORT TO ALL PARISH COUNCILS IN PETERSFIELD HANGERS 2 JUNE 2025

1. New Chairman for HCC

Councillor Mark Cooper who represents the Romsey Town electoral division on the County Council was elected to the position of Chairman at the Annual Meeting of HCC on Thursday 22 May 2025.

In his role as Chairman, Councillor Cooper is the Civic Head of the County. He will represent the County Council on any Royal visits and ceremonial occasions in Hampshire as well as carry out other civic activities and duties. The Chairman presides over County Council meetings and ensures they are conducted in line with Standing Orders.

Cllr Cooper is the first Lib Dem Chairman of HCC for over 20 years; to me his election is a sign of strong cross-party relations which enable all parties to work together for the good of Hampshire residents.

2. Devolution and LGR update

The Government has set a deadline of 25 September 2025 for submissions of proposals for Local Government Reorganisation in Hampshire. Any Council can submit a proposal and the Government is expecting more than one submission from Hampshire.

All local government bodies have worked closely together since February, when Hampshire was placed on the Devolution Fast Track. Good progress has been made in agreeing the priorities and the data sets – every council is now working with the same data. Hampshire County Council is now accelerating its work with PWC to identify a solution which delivers financial sustainability, optimal economies of scale and the crucial importance of a strong connection with place.

You can read the full press release here:

[Local Government Reorganisation – securing a strong future for Hampshire and the Solent | Hampshire County Council](#)

3. Local Nature Recovery Strategy Consultation

A draft Local Nature Recovery Strategy has been published by HCC as the lead local authority for nature recovery in Hampshire. This is a landmark document of over 300 pages which aims to reverse the sad nature depletion of the last 70 years. The draft sets out the biodiversity priorities for Hampshire. It has been prepared following the engagement we undertook last year with stakeholders. You can read the full document here:

[Local Nature Recovery Strategy For Hampshire, Draft, May 2025](#)

A statutory public consultation on this draft Strategy has now commenced. I would like to invite Parish Councils to consider responding formally to the consultation. The link to respond to the consultation is here:

<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/LNRS-2025>

More details about the Strategy can be found on our web pages here: [Engagement | Environment | Hampshire County Council](#). Among a broad range of suggested priorities and actions, the draft strategy includes proposals that could:

- provide guidance on actions for farmland and woodland to achieve nature recovery and move towards more sustainable farming practices;
- help local planning authorities to understand locations important for conserving and restoring biodiversity;
- identify the highest priority areas for habitat creation, species recovery and connectivity; and
- help guide local communities with funding applications for nature recovery projects
- suggest potential measures for embedding nature into urban infrastructure, such as stormwater management.

The public consultation will remain open until 23 June. Our partners at the national parks and districts, borough and city councils will also be using their networks and communication channels to publicise the consultation.

4. Drug and Alcohol Recovery in Hampshire

I am keen to raise awareness of the free alcohol and drug recovery service provided in Hampshire. **There is no waiting list and self-referrals are welcomed.** I would be grateful for any support which Parishes can give in building public awareness of this service.

HCC is responsible for the recovery service as we are the lead authority for Public Health. We manage a £9m contract which is currently operated by an NHS Trust called Inclusion.

Inclusion have nine hubs located in Eastleigh, Fareham, Gosport, Havant, Andover, Aldershot, Winchester, Basingstoke and New Forest. Inclusion have a range of specialists including counsellors, doctors, mental health nurses, group facilitators and criminal justice teams.

As Executive Member for Health & Wellbeing I visited the Havant Inclusion hub recently where I spoke with staff and service users. The recovery support provided there is making a difference for hundreds of people. It is notable that many recovering addicts go on to volunteer with the service to help others.

Self-referrals can be made via the website which can be found here:

<https://www.inclusionhants.org/>

5. Smokefree Hampshire News

31 May was “World No Tobacco Day”. This Day was established by the WHO in 1987 to draw global attention to the tobacco epidemic and the preventable death and disease it causes. Smoking

causes heart disease, respiratory disease, gum disease, infertility, arthritis, cataracts, and 15 types of cancer. Of course the main cancer which smoking causes is lung cancer. People who smoke are 25 times more likely to develop lung cancer than non-smokers.

In Hampshire, we are ambitious about the smokefree agenda. We want to make Hampshire smoke free by 2030. By working together, I believe we can do it. The support of communities will be integral to achieving this.

We have just appointed a new contractor for our Stop Smoking Service in Hampshire. They are called Thrive Tribe and they have a strong track record, so we are optimistic. Their service is now up and running. Evidence shows that quitters are three times more likely to quit for good if they use a Stop Smoking service such as this. Please therefore help us to promote the service by sharing a link to the new website:

smokefreehampshire.co.uk

Quitters can sign up on the website and get free 1:1 sessions either in-person, by phone or online, as well as free Nicotine Reduction supplies such as patches and vapes. Tailored support is also available for many groups including those with mental health conditions.

Public health measures including campaigns, restrictions on tobacco advertising and restrictions on smoking areas have made a real difference over recent years. Largely as a result of these measures, smoking rates have actually halved in Hampshire in the last 12 years. But some parts of Hampshire still see a smoking rate of 19% which is way too high. By de-normalising smoking and helping more people to quit we believe we can get those levels right down.

This is primarily about improving health and wellbeing but there is also an economic issue. Smoking in Hampshire costs the public sector £470m per year. Reducing smoking will ease the financial pressures on local government and benefit the local economy. Please help us to achieve a smoke free Hampshire by helping to publicise our Stop Smoking service on your website, noticeboards, newsletters and emails.

6. Heatwave guidance

As we enter the Summer months, I thought it would be helpful to share this easy-to-read guidance document from the UK Health Security Agency:

[Beat the Heat: staying safe in hot weather](#)

It is an informative document and it is good to see that the Government advocates the eating of ice lollies during heatwaves!

People at most risk during hot weather include those over 65 and those under 5, and those with ongoing health conditions. It is worthwhile to promulgate this advice to those at risk and their carers in the community.

Town and Parish Councils may want to consider sending out their own advice on this issue to their networks. You may also want to consider formulating a plan for setting up a cool space for Parishioners in case we do get a period of extreme heat. I know that some Parishes have done this in previous heatwaves and I think it is a really good idea to have these contingency plans in place.

RUSSELL OPPENHEIMER
County Councillor for Petersfield Hangers

Report to Liss Parish Council - Monday 16th June 2025

Councillor grants

- I have given two grants and advertised for applications. One for Petersfield ATC for “**Resusci Anne**” (Liss residents attend) another for coaching “train the trainers” for Liss Runners who meet at Newman Collard.

Surgeries

- Ian James & I have continued our surgeries on the first Saturday morning of each month.

Casework

- South East Water contacted me about the poor road closure signage in Station Road as reported at the last meeting.
- Various reports on behalf of residents have been made to HCC. These include road defects, flooding in Andlers Ash Road and a missing bollard near West Liss Rec. The latter is marked complete although only half done.

Planning

- is general dissatisfaction, inside and outside EHDC, with the new planning software which is used for the non-SDNP areas of East Hampshire. There is a lot of work going on to try to improve it, probably not helping in the overall efficiency of the department.

Other

- Cala Homes are still proving to be completely hopeless.

EHDC business

- There has not been a full council meeting
- Audit committee has met with presentations by internal & external auditors of their findings. EHDC will receive qualified accounts from the external auditors this year. The final quarter results were not available, although normally expected at this meeting.
- The “Fly Tipping Task & Finish Group” has produced some recommendations which will go to Cabinet in July.

Local Government Reorganisation

- Overview & Scrutiny have appointed a “task & finish group” to review the processes and progress of deliberations. EHDC has opted out of the group submission of other 13 councils. Data collection, planning and submission preparation are going on without the involvement of any councillors, so O&S involvement will hopefully obtain some information.

Devolution

- Nothing new to report.

Roger Mullenger, 8th June 2025

Receipts for Month 3				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		126,592.18					126,592.18	
BACS Banked 03/06/2025		1,839.41						
BACS CCLA		1,839.41			1081	100	1,839.41	Dividends - May
BACS Banked 04/06/2025		5.00						
BACS Newman Collard Trust		5.00			4100	150	5.00	Photocopier charges
Banked 04/06/2025		2,890.00						
Newman Collard Trust		2,890.00			1999	100	2,890.00	Contribution to Car Park Works
					350		2,890.00	Contribution to Car Park Works
					6001	100	-2,890.00	Contribution to Car Park Works
BACS Banked 09/06/2025		50.00						
BACS Vista Vision		50.00			4300	210	50.00	LIB donation
BACS Banked 09/06/2025		104.52						
BACS Lloyds Bank		104.52			1080	100	104.52	Bank Interest
Total Receipts for Month		4,888.93	0.00	0.00			4,888.93	
Cashbook Totals		131,481.11	0.00	0.00			131,481.11	

Payments for Month 3					Nominal Ledger				
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
12/06/2025	Treasurers Acc. 00110939	BACS	20,000.00			200		20,000.00	Top Up
23/06/2025	Treasurers Acc. 00110939	Transfer	20,000.00			200		20,000.00	Top Up
Total Payments for Month			40,000.00	0.00	0.00			40,000.00	
Balance Carried Fwd			91,481.11						
Cashbook Totals			131,481.11	0.00	0.00			131,481.11	

Receipts for Month 3				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		19,010.24					19,010.24	
	Banked 12/06/2025	20,000.00						
BACS	BUS Instant 07410075	20,000.00			205		20,000.00	Top Up
BACS	Banked 18/06/2025	150.00						
BACS	U-Do DIY	150.00			1999	100	150.00	Sale of Sound System
	Banked 23/06/2025	20,000.00						
Transfer	BUS Instant 07410075	20,000.00			205		20,000.00	Top Up
Refund	Banked 23/06/2025	64.61						
	Amazon	64.61		10.77	4105	150	53.84	Refund for office phone set
Total Receipts for Month		40,214.61	0.00	10.77			40,203.84	
Cashbook Totals		59,224.85	0.00	10.77			59,214.08	

Date: 16/07/2025

Liss Parish Council Current Year

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Time 16:26

Cashbook 1

User: SARAH

Treasurers Acc. 00110939

For Month No: 3

Payments for Month 3

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
05/06/2025	Cloudy IT	DD	72.00		12.00	4080	150	60.00	Rialtas Cloud Fee - June
05/06/2025	Coloured Courts	BACS	6,936.00		1,156.00	6150	700	5,780.00	Coloured Courts
						350	0	-5,780.00	Coloured Courts
						6000	700	5,780.00	Coloured Courts
05/06/2025	Alpha Graphics	BACS	405.60		67.60	6150	700	338.00	Plaques for Mem. Garden Trees
						356	0	-338.00	Plaques for Mem. Garden Trees
						6000	700	338.00	Plaques for Mem. Garden Trees
05/06/2025	RBS Rialtas	BACS	237.60		39.60	4060	150	198.00	Rialtas Software Training
05/06/2025	U-Do DIY	BACS	167.52		27.92	4245	200	139.60	Grounds Supplies
05/06/2025	Tesco	DEBIT CARD	1.20			4055	150	1.20	Office Milk
05/06/2025	Hampshire Grounds Limited	BACS	888.00		148.00	4235	200	740.00	Grass Cutting - May
09/06/2025	Crossover	BACS	3,000.00			5050	500	3,000.00	LPC Grant 25-26
10/06/2025	Sainsbury's	DEBIT CARD	1.25		0.21	4090	150	1.04	Stationery
10/06/2025	Tesco	DEBIT CARD	12.25		2.04	4055	150	10.21	Office Supplies
11/06/2025	Lightatouch	BACS	250.00			4115	150	250.00	Final Audit FY 24-25
11/06/2025	Vision ICT	BACS	50.00		8.33	4080	150	41.67	New Email Account x 2
11/06/2025	RBS Rialtas	BACS	162.00		27.00	4060	150	135.00	Rialtas Software Training
12/06/2025	Public Works Loan	DD	5,943.88			6005	600	5,943.88	Pavilion Loan Repayment - June
12/06/2025	Asda (Jed)	BACS	61.00		10.17	4215	200	50.83	Fuel for LR
16/06/2025	Landall	DD	58.09		9.68	4100	150	48.41	Photocoper & Printer-April
17/06/2025	LLOYDS BANK	BACS	8.80			4009	150	8.80	Bank Charges - April
17/06/2025	Tesco	DEBIT CARD	1.20			4055	150	1.20	Milk for Office
18/06/2025	Sage	DD	18.00		3.00	4080	150	15.00	Payroll Software - May
23/06/2025	Travis Perkins	BACS	119.54		19.93	6150	700	99.61	Supplies for LG shed roof
						335	0	-99.61	Supplies for LG shed roof
						6000	700	99.61	Supplies for LG shed roof
23/06/2025	Hampshire County Council	BACS	8,200.00			6150	700	8,200.00	Sockets and Posts for SIDs
						361	0	-8,200.00	Sockets and Posts for SIDs
						6000	700	8,200.00	Sockets and Posts for SIDs
23/06/2025	JRB Enterprise Ltd.	BACS	578.40		96.40	4245	200	482.00	Dog Waste Bags
23/06/2025	Winchester Garden Machinery Lt	BACS	28.63		4.77	4200	200	23.86	Strimmer Parts
23/06/2025	Liss Mens Shed	BACS	555.00			6150	700	555.00	Bug Hotel 3, 4 & 5
						378	0	-555.00	Bug Hotel 3, 4 & 5
						6000	700	555.00	Bug Hotel 3, 4 & 5
23/06/2025	Travis Perkins	BACS	-119.54		-19.92	6150	700	-99.62	Reverse entry
						335	0	99.62	Reverse entry
						6000	700	-99.62	Reverse entry
23/06/2025	Travis Perkins	BACS	111.54		18.59	6150	700	92.95	Correction - Sum actually paid
						335	0	-92.95	Correction - Sum actually paid
						6000	700	92.95	Correction - Sum actually paid

Continued on Page 3

Payments for Month 3				Nominal Ledger				
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u> <u>Transaction Detail</u>
25/06/2025	Staff	BACS	8,864.76			4000	150	8,864.76 Salaries - June
26/06/2025	Sarah Smith	BACS	109.10			4055	150	109.10 Expenses
30/06/2025	Veolia ES (UK) Limited	DD	168.62		28.10	4250	200	140.52 Newman Collard Waste - May
Total Payments for Month			36,890.44	0.00	1,659.42			35,231.02
Balance Carried Fwd			22,334.41					
Cashbook Totals			59,224.85	0.00	1,659.42			57,565.43