LISS PARISH COUNCIL

COUNCIL MEETING MINUTES

The annual meeting of Liss Parish Council took place at 7pm on 18th May 2026 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, *Dr D. Turner and Ms C. Williams

* Present

In addition to S. Smith (Clerk and Responsible Finance Officer), District Councillor Roger Mullenger, County Councillor Nick Drew and 3 members of the public.

53/26 Election of Chair

Resolved: That Cllr Budden, proposed by Cllr A. Smith and seconded by Cllr Stratford-Tuke, was unanimously elected as Chairman for the ensuing Council year. Cllr Budden signed the Declaration of Acceptance of Office.

54/26 Election of Vice Chair

Resolved: That Cllr Payne, proposed by Cllr Mort and seconded by Cllr Stratford-Tuke, was unanimously elected as Vice Chair for the ensuing Council year.

55/26 Apologies

Members accepted apologies from Cllrs Crane, Jerrard, Olley and Williams.
Not present (no apologies): Cllr R. Smith.

56/26 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.

57/26 Chair's announcements

The Chair advised the following:

a) Congratulations to Rebecca Lawrence, Assistant Clerk, who has achieved her Certificate in Local Council Administration.
b) That the AGM of the Newman Collard Trust will take place on Friday 22nd May at 7pm at the Newman Collard Pavilion. The main business of the meeting is a proposal from the trustees for the appointment of LPC as corporate trustee in order to administer the charity, with its existing objectives and purpose, as the sole trustee in place of the existing trustees.
This is important as if the motion passes then LPC will immediately assume responsibility for full management of Newman Collard, including the Pavilion. The Chair will be present at the meeting to answer any queries and encouraged LPC councillors to attend.
c) That the 'Down by the Rother' - Liss Riverside Nature Day will take place on 13th June, 1-4pm. The idea is to come and explore the river - wildlife, walks and family fun (to include nature

trails, storytelling, crafts, exhibitions and refreshments. Local community groups are involved and LPC is working in partnership with the Western Sussex Rivers Trust, South Downs National Park and East Hampshire District Council.

58/26 Adjournment for public participation

Frank Smyth, Chair of the Royal British Legion, asked for views from Liss Parish Council and other stakeholders to amend the timing of the event, by moving the timing one hour forward, in order that the event falls within national timings. Members were content with the proposal.
Mr Smyth also advised that the Armed Forces Day on 27th June will be celebrated with a community event at the British Legion in Liss. Two Polish war heroes who lived and died within Liss will be commemorated by the erecting of a plaque at the Legion.

Frank Smyth left the meeting at this point.

59/26 Update from the County Councillor

Cllr Drew opened by thanking all Liss residents who had supported him in the recent election. He noted that the Council no longer held a Conservative majority; it was unknown at this time as to how the council will operate in terms of political groupings.

The Conservative Party had proposed to mount a judicial review of the local government reorganisation process, as to whether that will happen is not yet known. Cllr Drew will keep us informed. He noted issues with a loss of significant levels of business rates from the district boundary changes.

Cllr Drew advised that key issues which arose from conversations during the election were as follows:

1) Pot holes was the top issue. The standard fix period for a pothole as 2 weeks to 2 months but residents felt repairs were taking longer. He requested that LPC reach out to residents to gather information (with reference numbers) so that Cllr Drew could look into these.
2) Speeding. Cllr Drew proposed a joint approach with LPC as had taken place in Steep in order to tackle speeding; proposals would be forthcoming.

Cllr Drew also noted that, following the gas works on Andlers Ash Road, a huge manhole cover had been left sticking out of the road. He advised that HCC will now follow up on snagging issues with the utility companies who had carried out the works . Again if LPC or residents could let him know of issues he would then follow these up with officers at HCC.
Cllr Drew expressed a keenness to work with LPC to feed back issues raised by residents so that he can pursue these with officers at HCC.

Cllr Smith welcomed Cllr Drew's efforts to help tackle these highways issues and noted that LPC had previously worked very well in collaboration with Cllr Oppenheimer. He welcomed any support from Cllr Drew for the village centre project and highways initiatives being pursued by LPC.

Cllr Drew responded that the key issues were to break down the request to do the works then look for funding after, to look at the journey not just one spart of it and that partnership working with stakeholders is key to delivery and achieving success.

Cllr Mort asked whether the mobile camera car could be employed. Cllr Drew noted how the collection of data by these devices is key.

60/26 Update from District Councillors

Cllr James had submitted a written report as at **Annex A**. He extended his congratulations to Cllr Drew. He highlighted that the leader of East Hampshire District Council had not supported the successful outcome option for local government reorganisation, noting an issue of mandate as none of the councils involved had sought this configuration. There was concern over the sheer size of the area with two national parks, with particular concerns over implications on budgets for SEND transport requirements.

Cllr Mullenger had submitted a written report as at **Annex B** which he ran though after welcoming Cllr

Drew to the post of County Councillor for the Petersfield Hangars.

Both district councillors noted that their grant pots were being allocated quick quickly so if any community groups were looking for a grant they shouldn't delay.

61/26 Minutes of the meeting of Council of 20th April 2026

Resolved: That the minutes of the Council meeting of 20th April 2026 be approved as an accurate record (proposed by Cllr Payne and seconded by Cllr Baldwin with all in favour).

62/26 Matters arising

Cllr Stratford-Tuke raised the issue of the SDNPA Local Plan and the proposed submission on housing for West Liss. It had come to her attention that a public meeting organised by the SDNPA would take place on Thursday at the Festival Place, 4-7pm, which she felt had not been well advertised. The Chair responded that the Clerk would prepare something for social media to advertise the event.

Cllr Payne expressed his concerns about the proposed Liss site, highlighting the following:

- That the submission included an error in the number of residents in Liss (stated as 4,850).
- That Liss was being pushed towards being a town without any of the facilities.
- That the Neighbourhood Plan which had taken significant time and investment by LPC was being undermined;
- That the SDNPA had not consulted LPC;
- That the SDNPA were opting for greenfield sites over existing and available brownfield sites.

63/26 Report of the Planning Committee of 11th May 2026

Members noted the report of the Planning Committee of 11th May 2026.

64/26 Review of delegation arrangements and Terms of Reference for committees

Resolved: That Liss Parish Council:

a) Continue to operate delegated arrangements by way of the existing committee structure, comprising the Charities, Facilities, Finance, Highways, Planning and Staff Committees;
b) Approve the Terms of Reference.

The motion was proposed by the Chair and seconded by Cllr A. Smith with all in favour.

Clerk's Note: These will be available on the LPC website for reference.

65/26 Appointments to committees

Cllr Baldwin noted that she was unfamiliar with the Longmoor Rural Community Partnership to which she was appointed. The Chair advised that he thought this no longer existed and so this should be removed.

Resolved: That appointments to committees as set out, subject to the above, be approved as at **Annex C** (proposed by the Chair and seconded by Cllr A. Smith with all in favour).

Clerk's Note: Staff Committee appointments will be updated once chairs of Facilities and Finance Committees have been appointed as they are ex officio Members. Committee chairs will also be confirmed once appointed at the first meeting of each committee.

66/26 Appointments of representatives to outside bodies, champions and working groups

Resolved: That appointments of representatives to outside bodies, champions and project leads be approved as at **Annex D** (proposed by the Chair and seconded by Cllr A. Smith with all in favour).

67/26 Approval of Standing Orders 2026

The Clerk advised that the revised Standing Orders on the table had undergone some changes to bring them in further in line with the latest NALC Model dated 31st March 2025. The draft had previously been circulated to councillors for comment.

Resolved: That the Standing Orders be approved (proposed by Cllr Mort and seconded by Cllr A. Smith with all in favour).

68/26 Approval of Financial Regulations 2026

The Clerk noted that the Liss Parish Council Financial Regulations were based on the latest NALC Model dated 5th March 2025 and that Finance Committee had reviewed this in February 2026. A further revision had been included to amend section 5.8 and 5.9 from £5,000 to £3,000 as this was the suggested amount in the model and reflected what LPC does in practise anyway. The draft had previously been circulated to councillors for comment.

Resolved: That the Standing Orders as drafted be approved (proposed by Cllr Mort and seconded by Cllr Baldwin with all in favour).

69/26 General Power of Competence

Resolved: That Liss Parish Council, from 18th May 2026, until the next relevant Annual Meeting of Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence (proposed by the Chair and seconded by Cllr A. Smith with all in favour).

75/26 Calendar of meetings for the remainder of 2026

The calendar of LPC meetings for the remainder of 2026 was noted.

77/26 Payments and receipts for the period 1st April to 30th April 2026

Resolved: That the receipts and payments set out in **Annex E** for the period 1st April to 31st April 2026, for the Liss Parish Council accounts, be approved (proposed by Cllr Mort and seconded by Cllr Stratford-Tuke with all in favour).

76/26 Approval of the Liss Parish Council Action Plan for 2026/27

The Clerk noted that no comments had been received on the draft Action Plan for 26/27 since it had been open to public consultation since the Annual Parish Meeting.

Resolved: That the Liss Parish Council Action Plan for 2026/27 be approved (proposed by Cllr Mort and seconded by Cllr A. Smith with all in favour).

78/26 Proposed closure of churchyard at St. Peter's Church

In respect of the request from the Liss Parochial Church Council (PCC), Liss Parish Council (LPC) resolves that:

a) LPC has no objection to the closure of the burial ground at St. Peter's Church on the grounds that there is no proper room for new graves.

b) Should any request for LPC to take over maintenance of the closed burial ground be forthcoming, LPC resolves:

i) To pass on the maintenance to East Hampshire District Council (EHDC) who will then take over responsibility after a three month period.

ii) To authorise the Clerk to give written notice to EHDC and the PCC in that respect.

The motion was proposed by the Chair and seconded by A. Smith with all in favour.

79/26 Matters to report

Cllr Mort also raised the issue of the manhole cover in Andlers Ash Road.

The Chair notes that the additional funding boost for bus services in Hampshire had not seen any additional funds allocated for improving the one bus service operating through Liss (the number 38).

The Chair closed the meeting at 20hrs.

Date of next scheduled meeting: Monday 15th June 2026, 7pm

Signed:……..Dated:……

District councillor report - May

I will start by congratulation Nick Drew on becoming our representative on the Hampshire County Council. I look forward to developing a productive working relationship that will best serve the residents of Liss.

EHDC elected a new Chair for this coming year. Penny Flux will take over the position from Graham Hill. Cllr. Flux this the councillor for Lindford.
Her chosen form of address will be chairwoman. I am especially pleased because it was our resolution to amend the council's constitution to become gender neutral that allowed this form of address.
David Evans, councillor for Horndean Kings and Blendworth was elected as Deputy Chair.
The leader of the council and deputy leader remain unchanged as Richard Millard and Andy Tree respectively.

EHDC also has a Chief Executive and Head of Paid Service Dawn Adey. She takes over from Gill Kneller

The Southdown Nation Park's local plan is now in its final consultation period before it is submitted to the government. This consultation will run until until June 23.
Details can be found on the SDNPA's website or hardcopy is available at the Petersfield library.

The preparations for Local Government Reorganisation continue. The leader of the council will represent East Hampshire on working group associated with this process.
The leader also replied to the announcement by the government of the composition on the new unitary council for Mid Hampshire. He wrote;
"Having carefully considered the limited information provided, I must express my profound concern about the option selected. Based upon the information we have received, I do not believe the model chosen meets your Department's stated criteria, nor does it appear likely to deliver the financial sustainability or economic growth that the region urgently requires"
He questions:

- Housing requirements take no account is taken of the area covered by national parks (new Forest and South Downs).
- The large size.
- Problems with SEND transportation needs.
- Boundary changes (such as EHDC southern parishes being included in South East Hampshire contrary to guidelines.
- Lack of mandate – none of the councils that comprise the new Mid Hampshire unitary wanted it. It is very unpopular with many residents.

My allocation for council grants is going rapidly. It is already over half gone. Potential applicants should not delay in making their application.

Ian James

Report to Liss Parish Council - Monday 18th May 2026

Councillor grants

- Approximately £1.,500 granted so far.
- I have had some new applicants and potential applicants for significant amounts, which I am reviewing.

Casework, Including

- Reported blocked road drain in Andlers Ash (nr 21891270). HCC say it's not a problem under their risk-based criteria and that they will monitor it, which is unlikely as they have closed the report.
- Reported the worn out disabled markings outside Tesco (nr 21891268). I requested repainted, yellow marking. HCC say it's not a problem under their risk-based criteria and that they will monitor it, which is unlikely as they have closed the report. Not considering disabled drivers.
- Pavement crossing at Limes Close. A bit of repairing has been done but I don't think it will last.

Planning

- The SDNP local plan final draft, known as Reg 19, has now been published. On Thursday the Overview & Scrutiny committee will be considering EHDC's response to it. EHDC must have had an advanced copy. The response objects to the plan mainly based on not enough housing in the EHDC portion of the SDNP. https://easthants.moderngov.co.uk/documents/s29899/Appendix%20A-%20Regulation%2019%20Consultation%20response.pdf
- EHDC has decided not to progress its own local plan, a very controversial decision.

Other

- -

EHDC business

- I am on a working group reviewing the procurement of software (or anything else really) in response to the very problematic implementation of the new planning system for the non-SDNP area. A draft report has been written and was due to go to the Overview & scrutiny Committee this month.
- A new CEO, Dawn Adey, was approved at the last full council meeting, with up to a two-month handover from the previous CEO, Gill Kneller.
- One worrying report was of an increase in homelessness, including through domestic abuse.
- The new Chairwoman of EHDC is Penny Flux. Deputy Chairman is David Evans who is therefore likely to be the person to see the end of EHDC.

Local Government Reorganisation

- The final parliamentary bill is yet to be published but work is going ahead at all levels assuming that it will proceed. The unitary council elections will be next May.

Questions?

-

Roger Mullenger, 18th May 2026
roger.mullenger@easthants.gov.uk

LISS PARISH COUNCIL - COMMITTEES AND OTHER APPOINTMENTS - 2026/27

ANNEX D

			External bodies/Champion	PLANNING	FACILITIES	CHARITIES	FINANCE	HIGHWAYS	STAFF
1	Keith	Budden	Hills to Harbour Rail Partnership	1	1	1	1	1	1*
2	Sheila	Baldwin	Rake Village Hall Liss Forest Residents Association	1				1	
3	Rebecca	Crane		1	1	1		1	
4	Ian	James						1	
5	Donald	Jerrard		1					
6	Chris	Mort					1	1	
7	Clive	Olley	Newman Collard Playing Fields Trustee, Green Projects Working Group, Allotment Working Group		1	1	1		1
8	Paddy	Payne	Crossover Youth Centre SANG Monitoring	1	1	1	1	1	1
9	Andy	Smith	Village Centre Improvements lead, Twitter and Instagram & Facebook, Allotment Working Group, Newman Collard Trust		1	1	1	1	
10	Robert	Smith		1	1	1		1	
11	Selina	Stratford-Tuke		1	1	1		1	
12	Daniel	Turner							
13	Clayre	Williams	Community engagement lead, Triangle Community Centre, Allotment Working Group, Green Projects Working Group		1	1	1	1	1
				Co-opted Members Sue Halstead & Roger Hargreaves					
	TOTAL			**9 (2 non voting)**	**8**	**8**	**6**	**10**	**4**
	Quorum			3	4	4	3	5	2
	Clerked by			Assistant Clerk	Project Officer	Project Officer	Clerk	Project Officer	Clerk

Appointments to Outside Bodies 2026/27

No. Required	
3	NCPFT - Clive Olley, Andy Smith & Roger Hargreaves.
1	Triangle Community Association - Clayre Williams
	EHAPTC - All members entitled to attend.
1	Rake Village Hall - Sheila Baldwin
2	Liss, Greatham & Hawkley Friendship Fund - Keith Budden & Sandra Berriman
1	Crossover Youth Centre - Paddy Payne
1	George Street Trust - Maureen Keel
2	EHDC Community Forum - All members entitled to attend
1	Longmoor Rural Community Partnership Meeting - Sheila Baldwin
1	Liss Forest Residents Association - Sheila Baldwin.
2	Hills to Harbour Rail Partnership - Keith Budden

External Appointees

Tree Consultant - James-Pieter Berry

Social Media Account Managers

Facebook: Clerk, Assistant Clerk, Andy Smith.
Twitter: Andy Smith
Instagram: Clerk & Andy Smith

Champions

Community engagement: Clayre Williams
Link with local businesses: Selina Stratford-Tuke.
Orchard Champion - Karen Tordoff

Treasurers Acc. 00110939

Payments made between 01/04/2026 and 30/04/2026

						Nominal Ledger Analysis			
Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c		£ Amount	Transaction
02/04/2026	Hampshire Grounds Limited	BACS	696.00		116.00	4235	200	580.00	Grass Cutting NC/LF/MR - March
02/04/2026	Tesco	DEBIT CARD	3.30			4055	150	3.30	Tea Bags for Office
02/04/2026	Amazon	DEBIT CARD	21.08		3.51	4106	150	13.32	Wireless Mouse
						4090	150	4.25	Subject Dividers
02/04/2026	Amazon	DEBIT CARD	9.55		1.60	4090	150	7.95	Monthly Dividers
08/04/2026	Coomers	BACS	14.98		2.50	4245	200	12.48	Yellow Marker Spray
09/04/2026	Cloudy IT	DD	72.00		12.00	4080	150	60.00	Rialtas Cloud License - April
09/04/2026	BT	DD	336.05		56.01	4075	150	280.04	Phone & Internet
09/04/2026	Amazon	DEBIT CARD	15.99		2.67	4245	200	13.32	Fertiliser for Mill Rd Orchard
13/04/2026	Public Works Loan Board	DD	4,516.00			6005	600	4,516.00	Pavilion Loan Repayment
13/04/2026	Public Works Loan Board	DD	0.10			6005	600	0.10	Pavilion Loan Repayment
15/04/2026	RBS Rialtas	BACS	1,323.60		220.60	4080	150	1,103.00	Annual Support & Maintenance
15/04/2026	HALC	BACS	1,321.00			4120	150	1,321.00	HALC & NALC Fees 2026/27
15/04/2026	Merali Beedle Legal	BACS	45.00			4055	150	45.00	Land Registry Fee - NC
15/04/2026	Travis Perkins	BACS	48.83		8.14	4205	200	40.69	Wheelbarrow
15/04/2026	Zurich Municipal Insurance	BACS	501.66			4210	200	501.66	Zurich Municipal Insurance
16/04/2026	Timber Windows Southern	BACS	250.00			6150	700	250.00	Holding Deposit pre Survey
						387		-250.00	Holding Deposit pre Survey
						6000	700	250.00	Holding Deposit pre Survey
16/04/2026	Elan City	BACS	46.84		7.81	6150	700	39.03	SID Mounting Bracket
						368		-39.03	SID Mounting Bracket
						6000	700	39.03	SID Mounting Bracket
16/04/2026	Sage	DD	20.40		3.40	4080	150	17.00	Payroll Software - April
16/04/2026	Tesco	DEBIT CARD	1.20			4055	150	1.20	Milk for Office
16/04/2026	Amazon	DEBIT CARD	6.89		1.15	4090	150	5.74	Key Tags
16/04/2026	Hampshire County Council	DEBIT CARD	120.10			4300	210	120.10	Hanging Basket Consent
17/04/2026	Amazon	DEBIT CARD	6.10		1.02	4245	200	5.08	Signage - NC
20/04/2026	Landall	DD	47.92		7.99	4080	150	39.93	Copier Use - March
20/04/2026	LLOYDS BANK	DD	8.50			4009	150	8.50	Bank Charges
	Subtotal Carried Forward:		9,433.09	0.00	444.40			8,988.69	

Treasurers Acc. 00110939

Payments made between 01/04/2026 and 30/04/2026

						Nominal Ledger Analysis			
Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c		£ Amount	Transaction
20/04/2026	Amazon	DEBIT CARD	12.00		2.00	4245	200	10.00	Signage - NC
20/04/2026	Amazon	DEBIT CARD	12.34		2.06	4245	200	10.28	Allotment lock
23/04/2026	Amazon	DEBIT CARD	7.50		1.25	4245	200	6.25	Signage - NC
23/04/2026	Amazon	DEBIT CARD	7.50		1.25	4245	200	6.25	Signage - NC
26/04/2026	Elan City	BACS	191.90		31.98	6150	700	159.92	SID battery x 2
						368		-159.92	SID battery x 2
						6000	700	159.92	SID battery x 2
27/04/2026	Charities	BACS	1,294.12			106		1,294.12	VAT Return Q4 Reimburse
27/04/2026	Cloudy IT	DD	1,222.20		203.70	4106	150	1,018.50	New laptop
27/04/2026	Timpson	DEBIT CARD	19.00		3.17	4245	200	15.83	Keys - NC
28/04/2026	Veolia ES (UK) Limited	DD	148.20		24.70	4250	200	123.50	Waste - NC
29/04/2026	Salaries	BACS	8,708.98			4000	150	8,708.98	April Salaries
29/04/2026	HMRC	BACS	2,838.38			4000	150	2,838.38	TAX & NI - April
29/04/2026	Hampshire Pensions	BACS	2,824.20			4005	150	2,824.20	Pension Contributions - April
29/04/2026	Asda	BACS	78.06		13.01	4215	200	65.05	Fuel
29/04/2026	Liss Garage Services	BACS	56.05		0.20	4210	200	55.85	Land Rover MOT
29/04/2026	PBA Consulting Solutions	BACS	66.00		11.00	4246	200	55.00	HB & ASC Treatment RW - April
29/04/2026	Timber Windows Southern	BACS	8,679.87		1,488.31	6150	700	7,191.56	Deposit - VH Windows
						387		-7,191.56	Deposit - VH Windows
						6000	700	7,191.56	Deposit - VH Windows
29/04/2026	Amazon	DEBIT CARD	2.10		0.35	4090	150	1.75	Monthly Dividers
		Total Payments:	35,601.49	0.00	2,227.38			33,374.11	

Treasurers Acc. 00110939

Receipts received between 01/04/2026 and 30/04/2026

					Nominal Ledger Analysis			
Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked **27/04/2026**	**20,000.00**						
Top Up	BUS Instant 07410075	20,000.00			205		20,000.00	Top Up
	Total Receipts:	20,000.00	0.00	0.00			20,000.00	

BUS Instant 07410075

Payments made between 01/04/2026 and 30/04/2026

						Nominal Ledger Analysis		
Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
27/04/2026	Treasurers Acc. 00110939	Top Up	20,000.00			200	20,000.00	Top Up
	Total Payments:		20,000.00	0.00	0.00		20,000.00	

BUS Instant 07410075

Receipts received between 01/04/2026 and 30/04/2026

					Nominal Ledger Analysis			
Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked **02/04/2026**	**1,589.85**						
	CCLA	1,589.85			1081	100	1,589.85	Dividends - March 26
	Banked **09/04/2026**	**35.18**						
	Lloyds Bank	35.18			1080	100	35.18	Bank Interest
	Banked **17/04/2026**	**22,548.13**						
	HMRC	22,548.13			105		22,548.13	VAT Reclaim Q4
	Banked **23/04/2026**	**28,770.53**						
	South Downs National Park Auth	28,770.53			1077	100	28,770.53	LPC CIL
					339		28,770.53	LPC CIL
					6001	100	-28,770.53	LPC CIL
	Banked **27/04/2026**	**191,476.00**						
	East Hants District Council	191,476.00			1076	100	191,476.00	Precept Payment 1
	Total Receipts:	244,419.69	0.00	0.00			244,419.69	