

BRAMSHOTT & LIPHOOK PARISH PLAN
MINUTES OF THE STEERING GROUP MEETING

Held in the Millennium Centre on 12th February 2013 at 1930 hours

Present: Robin Young (Chairman) John Tough (Treasurer), Carole Holmes, Phil Jordan, Jeanette Kirby, Jackie Poole, Tony Rudgard, Lee Stewart & Trevor Maroney (Secretary)

Apologies: Simon Cooper & Sarah Frankland.

1.	<u>Minutes of the Previous Meetings.</u> The minutes of the 9 th January 2013 were approved and signed.	
2.	<p><u>Matter's arising.</u></p> <p>a. Item 2a. – Village Design Statement (VDS) Balance. The Secretary had been informed by PJ that the Heritage Fund committee had agreed to transfer custodianship of the VDS balance with interest to the Parish Plan.</p> <p>b. Item 10 – Handover: Treasurer and Secretary. The Secretary confirmed that the accounts had been handed over to JT who said that he had received an acknowledgement from HSBC to that effect.</p> <p>PJ & JP joined the meeting.</p> <p>c. Item 11n – Clubs & Societies List. JP said she hadn't yet produced the list, but would do so before the next meeting.</p> <p>d. Item 11o&p – Publicity & Website. The Secretary hadn't updated the website; he planned to do so once several sections of the Plan had been approved. He added that he would then post a message on Talkback directing people's attention to the updated website and ask for comments. His plan to contact Clubs and Societies to arrange a public meeting is dependent upon JP producing the list.</p> <p>e. Item 13a – Social Function 7th February. The Secretary, JP & JT confirmed that they had had an enjoyable evening.</p>	<p>JT</p> <p>JP</p> <p>Secretary</p> <p>All</p>
3.	<u>Chairman's Report.</u> The Chairman was pleased to note that progress was being made.	
4.	<u>Treasurer's Report.</u> The Treasurer confirmed that there was no change from the accounts presented at the last meeting.	
5.	<u>Proposed date for AGM.</u> After a brief discussion it was agreed that as the Constitution didn't require an AGM there was no need to hold one. From an accounting perspective, the Secretary confirmed that EHDC had requested annual financial reports and that, in response, he had submitted audited accounts covering the last 2 years.	
6.	<p><u>Progress Reports.</u></p> <p>a. Introduction. A copy of the latest version of the Introduction section was circulated prior to the meeting. After a brief discussion this was unanimously approved.</p> <p>b. History. A copy of the latest version on the History of the Parish, circulated prior to the meeting, was considered. The Secretary said that he was still looking for a drawing of a 17th or 18th century coach with</p>	

	<p>market stalls in the background to add to this section, either that or a pub in the background to finish it off this section. LS felt that Paragraph 3.10 should include more local attractions even those outside the Parish such as SDNP and Equine Hospital also at Forest Mere. Rather than list them he suggested that they be grouped together in one paragraph. This was agreed.</p> <p>c. Demographics plus Annex B. The Secretary circulated a draft Demographic section. This included Annex B which contained figures extracted from the 1991, 2001 and 2011 censuses plus a projection for 2021. The latter was based upon the JCS requirement to provide accommodation for 600 households in the Parish. He acknowledged that the JCS had been suspended pending a Strategic Housing Marketing Assessment (SHMA) by EHDC. This is to ensure that any additional housing is in line with the government's National Planning Policy Framework (NPPF), which superseded the South East Plan upon which the JCS was based. PJ felt that by stating such a figure as 600 the Plan was likely to become 'a hostage to fortune.' The Secretary felt that as land for the 600 had already been identified, and in most cases outline permission granted, the 600 was not unreasonable. Personally, he felt the figure was likely to be nearer 800. PJ agreed to re-read this section before making any further suggestions.</p> <p>d. Infrastructure – Appendix to Annex C. Although this section has yet to be written, the Secretary asked for comments on the Appendix to it which had been circulated. Whilst the meeting was in progress Tony Rudgard reviewed a copy and made several very useful suggestions that would be incorporated.</p> <p>e. Business. The Secretary had asked PW to produce a list of empty business premises whilst he, himself, conducted a review of the property market by speaking to local estate agents. As PW was not present this item was adjourned until the next meeting. JT pointed out the need to market the village. LS confirmed that he had already included it in his report, but would give it some further thought.</p> <p>f. Church & Faiths. JT agreed to make enquiries on progress as he knew the people who had offered to write a report on Church & Faiths.</p> <p>g. Communications. PJ has written a report on broadband and telephones. The Secretary agreed to circulate copies before drafting this section.</p> <p>h. Elderly, Disabled and Medical. The Chairman confirmed that he had updated his report and circulated copies at the meeting. The Secretary asked for comments and for each member to provide 5 or 6 conclusions.</p> <p>i. Education. The Secretary explained that he needed to look at Bohunt's development plans on education and asked if anyone knew a governor he could liaise with. It was believed that SC's wife was either a governor or had just retired from the post. JK explained that she was now looking at the Under 5's and was surprised to learn from the Sure Start Centre that Liphook catered for several single mums. She would look at their needs.</p> <p>j. Emergency Services. The updated section on Emergency Services section was circulated prior to the meeting. Apart from JT suggesting that the police make more use of their offices in the Millennium Centre this section was unanimously approved.</p>	<p>Secretary</p> <p>PJ</p> <p>Secretary</p> <p>Secretary & PW LS</p> <p>JT</p> <p>Secretary</p> <p>All</p> <p>Secretary & JK</p>
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7.	<p><u>Work Schedule.</u> Having now finished the Demographics section the Secretary explained that his working schedule would be: Infrastructure; Youth Survey; Economy and then Communications. If he had time he would write the Business and Elderly sections before the next meeting.</p>	<p>Secretary</p>

8.	<p><u>Any Other Business.</u></p> <p>a. Business Enquiry. LS explained that a businessman had sought advice on whether or not our view that parts of Station Road needed redeveloping would be adopted by the authorities. He was thinking of setting up there and wouldn't want his business disrupted. Although LS felt that the Secretary has given a suitable, non-committal response he was concerned that by giving such advice, which might affect a business venture, we could be sued if it turned out to be faulty. PJ and others felt that since we were not being paid any advice we gave would purely be 'in good faith.'</p> <p>b. Parking Problems. LS raised the burning issue of the Station car park not being used. JT suggested the use of 'time limited' parking in nearby streets and explained the method whereby this could be achieved. Although the Secretary highlighted the growth in the number of cars owned by parishioners, currently almost 6,000, he felt the main problem was commuters from outlying villages and towns having to park locally; there was just insufficient dedicated parking space. Others mentioned the high cost of parking at the Station putting people off. It was agreed to postpone this debate until the recommendation phase.</p> <p>c. Sports Meeting at EHDC. TR passed round a notice of a sports meeting being held at Penns Place on 19 February. The Chairman asked JP if she could attend on our behalf.</p> <p>d. Social Function. It was agreed that the next get together round the fireside in the Deer's Hut will take place at 7 pm on Thursday 11th April 2013.</p>	<p>TM</p> <p>All</p> <p>JP</p> <p>All</p>
9.	<p><u>Next Meeting.</u> Date of the next meeting is Tuesday 12th March 2013 at 7.30 pm in the Millennium Centre.</p> <p>There being no other business the meeting ended at 9.30 pm.</p>	

Signed:

Chairman BLPP

Date:

Enclosures:

Supporting documents:

1. Agenda.
2. Draft sections on:
 - a. Introduction.
 - b. History
 - c. Demographics including Annex B.
 - d. Annex C – Infrastructure.
 - e. The Plan Index.