

To: Members of the Brockenhurst Parish Council
You are hereby summoned to attend a meeting of the
PARISH COUNCIL to be held at Brockenhurst Village Hall
on 18th June 2024 at 7.00pm

H Lawrence

Parish Clerk
12th June 2024

AGENDA

Public Presentments: Prior to the commencement of formal business a period of ten minutes will be allowed for members of the public present to ask questions or comment on matters affecting the parish and/or its inhabitants. The functions of the Parish Council are exercised publicly, and it is possible that personal information provided will, by necessity, come into the public domain through papers used at, and discussion at, the public Parish Council meetings, as this is the decision-making process for the Council.

1. Apologies for absence
2. Declarations of Interest/Requests for Dispensation
3. To confirm the Minutes of the Parish Council meeting held 21st May 2024
4. County Councillor's Report
5. District Councillor's Report
6. Update on Martin's Corner Footbridge
7. Update on Flooding Actions in Brockenhurst
8. Reports and response to Consultations -
to include ratification of recommendations
 - i) Planning committee meetings held 28th May 2024
 - ii) Review of D Day event held 1st June 2024
 - iii) Review of D Day service at War Memorial 6th June 2024
 - iv) College Liaison meeting held 13th June 2024
9. Correspondence to consider and decide on: -

Mill Lane parking
Brockenhurst village centre toilets

To consider other correspondence as necessary
10. To consider a Parish Council representative for the Patient Participation Group
11. Update on the Village Sign project

12. Village Entry signs
13. CCTV Update
14. Accounts for Payment: -
 - The National Allotment Society – Membership - £66.00
 - J Humphry Associates Ltd - Payroll service May 2024 - £39.60
 - Highland News & Media - D-Day event advert - £216.00
 - Lyndhurst Landscaping - War memorial maintenance - £230.04
 - Gates Engineering – Fuel - £22.79
 - Streets Ironmongers – Supplies - £61.39
 - P Reynolds – Fair Account - Nalder Charity Commission independent examination - £150.00
 - P Reynolds – Fair Account – Parish Council internal audit & AGAR - £180.00
 - P Reynolds – Fair Account – Financial risk assessment - £250.00
 - Hampshire Association of Local Councils – LCPD membership - £216.00
 - Merlin Lighting (Installations) Ltd – Structural inspections and flag installation/removal for D-Day event - £638.52
 - Bronze Design Limited – Banners & poster for D-Day event - £106.80
 - AV Ridout Funeral Service – Refund of cemetery fees - £1,100.00
 - Brockenhurst Allotment Association – Subscriptions paid via PC - £TBC

Payments Made: -

 - P&D Hannon – office rent - £625.00
 - BT – office communications - £69.16
 - Mailchimp – subscription - £12.40
 - Microsoft – subscription - £79.99
 - Flag & Bunting Store – flags for D-Day anniversary - £110.70
 - Hampshire County Council – banner licence - £82.00
15. To Consider Physical Asset Repairs
 - i) Bus shelter
 - ii) Bench at watersplash
 - iii) Cemetery gate
16. Approval of Asset Register 31.03.2024
17. Consideration of Internal Audit Report and Risk Assessment 2023/24
18. Approval of Annual Governance and Accountability Return 2023/24
 - i) Section 1 - Annual Governance Statement
 - ii) Section 2 - Accounting Statements
 - iii) Period for the exercise of public rights from 20 June 2024 to 31 July 2024.
19. Re-appointment of Paul Reynolds FMAAT as Internal Auditor for 2024/25
20. Clerks & RFO report

21. To decide the date for the 2025 Annual Parish Meeting
22. Items to note - to include items raised by members of the public
23. Date of Next Parish Council Meeting
7pm on Tuesday 16th July 2024 at Brockenhurst Village Hall