

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 17th September 2024 at 7.00pm

H Lawrence
Parish Clerk
11th September 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 16th July 2024
4. County Councillor's Report
5. District Councillor's Report
6. Reports and response to Consultations -
to include ratification of recommendations
 - i) Village Hall AGM held 18th July 2024
 - ii) A&I committee meeting held 6th August
 - iii) Planning committee meetings held 23rd July and 27th August 2024
 - iv) Events committee meeting held 4th September 2024
 - v) SW Quadrant meeting held 10th September
7. Update on the NFDC toilet block
8. Update on Brookley Road Scheme
9. To confirm road closure of Sway Road for Remembrance Sunday 10th November and arrangements
10. To confirm road closure of Brookley Road for Christmas Fun Evening 6th December
11. To consider quote to put up and take down of the Christmas lights
12. To consider taking part in Mothers' Union Brockenhurst Christmas Tree Festival 23rd November – 30th November

13. Correspondence to consider and decide on: -
HCC – Directional signage
New Forest LCWIP Consultation

To consider other correspondence as necessary

14. Accounts for payment: -

Brockenhurst Village Hall	Hall Hire	£88.00
J Humphry	Payroll services	£39.60
Streets	Supplies	£75.53
Gates	Fuel	£14.43
JS Arnold Building (2 nd & final payment)	Bus shelter repairs	£945.11
Lyndhurst Landscaping	WM maintenance	£230.04
Heppenstalls Solicitors	Refund of ERoB	£200.00
Brockenhurst Allotment Assoc	Subs paid via BPC	£25.00
P Wales (chairman's allowance)	Meeting expenses	£12.00
Wessex Windows	Window cleaning	£12.00
BDO LLP	External audit fee 23/24	£504.00

A list of payments made since the last meeting has been circulated

15. Conclusion of external audit

16. Policies and Terms of Reference to be considered:-

Document Retention policy
Scheme of Delegation policy
Noticeboard policy
Risk Management Policy
Terms of Reference for the Citizens Award Working Group
Terms of Reference for the Village Centre Strategy Working Group
Terms of Reference for the Climate Action Working Group

17. Local Council Award Scheme declarations

18. Update on the Parish Council Facebook page and future actions

19. Clerks & RFO report

20. Items to note - to include items raised by members of the public

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed.

21. To consider quotes for new Parish Council website

22. To consider future actions regarding potential land purchases

23. Date of Next Parish Council Meeting

Tuesday 15th October 2024 at Brockenhurst Village Hall