

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL
HELD ON MONDAY 19th JULY 2021 AT BROCKENHURST VILLAGE HALL**

Present:

Cllr P Wales	Chairman
Cllr A Bartlett	Cllr J Wingham
Cllr M Croker	Cllr M Harris (arrived 7.45pm)
Cllr R Horne	Cllr J Korbey
Cllr P Mueller	Cllr R Wolstenholme

C. Cllr Mans
Mrs. H. Lawrence Parish Clerk
One member of the public

21/98 Apologies for absence: Cllr Bowles, Cllr Whittle, D. Cllr Holding. Mr D Bennett

21/99 Declarations of Interest/Requests for Dispensation:

Cllrs Bartlett, Horne and Wales declared an interest in accounts for payment.

21/100 Minutes of the Meeting held Monday 21st June

They were both proposed, seconded and signed as a correct record.

21/101 Matters Arising:

Brockenhurst visitor pressure including traffic issues.

It was noted that the traffic wardens do visit at least four times a week and that 136 Penalty Charge Notices have been issued so far this year.

Cllrs were updated on a recent visit by PC Eastwood, there is an increase in bike thefts from both the bike hire companies and local campsites. Both cyclists riding on the pavement and motorists parking on the pavement are difficult issues to enforce and prosecute with priority given to drug dealing and theft. Beat surgeries continue to be held outdoor but an offer has been made that he could use the front office in the future.

21/102 County Councillor's Report

C.Cllr Mans reported that there is a large rise in covid-19 infections and an increasing number of people being pinged by the track & trace app. One Hampshire school is shut, and 15,000 children are away from school either, as a result of having the infection or being part of school bubbles.

From September staff at HCC offices will start to return, with hybrid working, only a small number will work full time in Winchester.

C.Cllr Mans responded about the concerns in the increase in thefts and reminded Cllrs that the Police and Crime Commissioner precept was increased by 10% for policing.

21/103 District Councillor's Report

D. Cllr Harris reported that NFDC was actively supporting both the Freeport bid work and the application by Southampton to be the City of Culture in 2025.

NFDC have suspended the Green Bag service due to a shortage of drivers.

21/104 Covering the office opening hours

It was noted that the office needs to be covered when the clerk is on annual leave. Clerk will liaise with councillors who have expressed an interest in helping.

ACTION: Clerk to liaise with councillors and set up a rota

21/105 Meetings after the relaxation of Covid-19 restrictions

It was agreed that Parish Council meetings would return to the normal Tuesday schedule in the Village Hall craft room unless there is a need to use the large main hall, in which case enquiries would be made for a Monday evening.

Planning meetings for 2022 are to be booked in the exhibition room.

Committee meetings would continue in the craft room.

ACTION: Clerk to monitor the ongoing situation and make all bookings for 2022

21/106 Active Travel Scheme update

It was agreed by all that the barriers would be removed from outside the bakery immediately. Cycle racks are to remain in place and this will be reviewed in September once the results of the HCC consultation are available. The comments from residents that have completed the newsletter survey are to be considered.

ACTION: Clerk to add to September agenda

ACTION: Cllr Korbey to remove the barriers

21/107 Reports and response to Consultations - to include ratification of recommendations

i) Planning committee meeting held 28th June

Cllr Korbey gave a short report on the planning committee meeting.

ii) P&R committee meeting held 6th July

The following items were proposed, seconded and agreed.

- i) Grant Applications: Greener Brockenhurst £500 for working capital and New Forest Victim Support £100
- ii) £2500 is authorised to be spent to obtain insurance cover by the 31st July, including cyber insurance, if a suitable policy can be found.
The decision is delegated to the Clerk in conjunction with Cllr Croker.
- iii) Confirm permanent employment of clerk following the end of probationary period & review
- iv) Confirmation of clerk's employment contract subject to Cllr Crokers recommended amendments.
- v) Local Government Pension Scheme to obtain specialist financial and pension advice. Suspension notice is valid until 31.12.2023
- vi) Confirmation of RFO job title and contract. Title: RFO and Assistant Parish Clerk. Agree to the purchase of a laptop to a maximum of £1000.
- vii) Agree that the mowing contractor will weed the borders at the War Memorial twice a year

- viii) To agree the circulated salary reviews for 2021/22 for the clerk and RFO from 1st July 2021. Christmas Bonus to no longer be paid.
The current year's salary scales have not yet been published but any increase in pay will be backdated to April 1st 2021 when they are received.
- ix) Office opening hours to the public agreed as Tuesday 2-4pm and Wednesday 11-1pm.

iii) Quadrant meeting held 13th July

Cllrs Wingham and Korbey reported that there were talks from Holger Schiller on the Partnership Plan consultation – Have our say NFNPA. From Paul Walton – Farming in Protected Landscapes. David Williams gave a planning update including Covid-19 related pressure of more outbuilding & extension applications and pop-up campsites to deal with. The NPA reported that Forestry England advised that they have erected yellow signs to encourage visitors not to park on the verges. So far, this is working well. At the Balmer Lawn car park with visitors are parking at the next available car park and walking back, however, this has increased the number of pedestrians along this very narrow road and causing road safety concerns.

iv) Greener Brockenhurst Day 10th July

It was noted that this was very successful day with lots of stalls and visitors.

v) Brockenhurst Village Trust AGM 8th July

The report has already been circulated but it was reported that the hall was redecorated while it was shut. The Food Rescue Kitchen was set up although it is now part of Lymington Basics Bank. The Greener Brockenhurst recycling facility has recently opened. There will be a consultation on the “Green Space” with various potential suggestions.

21/108 Correspondence

i) Forestry England - Bench at Beachern Wood

Following an email from Forestry England asking for suggestions for the future of this bench due to the bench being damaged again. It was decided that we would recommend that the bench is moved onto the green at Whitemoor and out of Beachern Wood car park.

ii) Resident – Grigg Lane

A resident has written to express concern that Grigg Lane has become very uneven and has several large dips. This has previously been discussed with HCC Highways, agreed that this would be chased up and the resident asked if their letter can be passed onto HCC.

iii) HCC Highways – Rhinefield Road Traffic Regulation Order

It was noted that the cones are in place and that there is a No Parking suspension notice in the hedgerow, which is no longer attached to the railing, HCC have been made aware and they are going to secure it. The cones will remain in place until the Traffic Regulation Order is processed, which could take several months.

ACTION: Clerk to write to Forestry England
ACTION: Clerk to contact HCC and resident

21/109 Christmas Event Budget

£2000 be allocated from the current year's budget to enable a Christmas event to be arranged, when Covid-19 cancellation insurance cover should be considered. The event will take place on the 3rd December.

This was proposed, seconded and agreed.

ACTION: Cllr Wolstenholme to arrange a committee meeting

ACTION: RFO to arrange transfer

21/110 Remembrance Day Road Closure

It was agreed that the relevant road closure application should be put in place for Remembrance Sunday 14th November and for the Christmas event 3rd December.

ACTION: Clerk to complete both applications

21/111 Accounts for payment. Proposed, seconded and agreed.

Mrs. M. Pattison - Newsletter stamps - £86.40
Microsoft Office subscription renewal - £79.99
New Milton Sand & Ballast – Allotment skip - £300.00
Mole Country Store – Safety wellies - £19.99
Brockenhurst PCC – Cemetery work April - £334.50
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Brockenhurst Village Hall – Hall hire June - £104.63
HMRC - PAYE & NIC - April-June - £2132.58
Cllr Horne - reimbursement parts for Christmas lights storage - £20.14
Autela Payroll Services - April-June - £74.98
Streets - supplies - £65.20
SPG - supplies, visors, helmet - £100.29
Gates - petrol - £13.78
P & D Hannon - water and electricity - 70B - £48.60
Playground Inspection Co. - Annual inspection - £81
VisionICT - website hosting - £270
Wessex Window Cleaning - June - £15
John Lewis - laptop & mouse for RFO - £713.98
Staples - stationery - £43.63
Positano Ltd. - War Memorial mowing and weeding - £336
Mr P Wales – Hampshire Archives - £38.60

21/112 Items to note - to include items raised by members of the public - None

21/113 Date of Next Meeting: 21st September 2021 at Brockenhurst Village Hall
The meeting closed at 8.45pm.