

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL  
HELD ON TUESDAY 21ST SEPTEMBER 2021 AT BROCKENHURST VILLAGE HALL**

**Present:**

Cllr P Wales	Chairman
Cllr A Bartlett	Cllr R Bowles
Cllr M Croker	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

**Public Presentments**

A member of the public addressed the council with concerns about the drivable width of The Rise. Since the parking spaces on the north west side of The Rise were re-lined it appears to have left a reduction of the driveable width. This is causing the traffic to queue and near misses between vehicles as they try to pass each other. The verges on the south side are being driven over as vehicles try to avoid each other.

This was noted by councillors that with the addition of dragon's teeth has caused vehicles to park further away from the kerb to allow doors to be opened. Larger vehicle and buses driving along The Rise is also part of the problem.

C.Cllr Mans is familiar with The Rise and responded to advise he will ask the HCC Engineering Department to check the parking lines are correctly placed.

**21/114 Apologies for absence:** Cllr Wingham, Cllr Whittle, Mr D Bennett, Cllr Harris

**21/115 Declarations of Interest/Requests for Dispensation:**

Cllr Bartlett declared an interest in accounts for payment.

**21/116 Minutes of the Meeting held Monday 19<sup>th</sup> July 2021**

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

**21/117 Matters Arising:**

**Brockenhurst visitor pressure including traffic issues**

It was noted that emails have been received from a resident concerning the ongoing issue of replacement of two footbridges on the old railway track between Brockenhurst and Holmsley and restoring the cycle track.

It was agreed that we should ask Forestry England for their schedule of work for this project.

There are also ongoing concerns with the volume of traffic and cyclist during the summer. It was noted that a recent regular visitor had written to express concern at the volume of cyclist along Rhinefield Road.

It was noted that a Presentment was made on behalf of the Friends of the New Forest / New Forest Association at the July Court of Verderers supporting a comprehensive review of the campsites on Crown Lands including the 2001 prescription of Natural England to

close three campsites at Hollands Wood, Denny Wood and Longbeech calling for their removal and relocation.

Campsites are needed for the economy throughout the forest and for businesses in this village in particular. Concern was raised about the fouling around the Aldridge Hill campsite this year due to campers not having proper sanitary arrangements rather than at Holland Wood. Cllrs Mueller and Korbey to investigate contributing evidence to The Friends / Association as they continue to expand their consideration of evidence on recreation impacts through the National Park's Partnership Plan.

Cllr Croker advised that the Glover review has suggested the idea of there being one National Park body for all the UK National Parks.

**ACTION: Clerk to contact Forestry England**

**21/118 County Councillor's Report**

C.Cllr Mans advised that a government environment bill will look at the future of recycling centres.

HCC has helped to provide accommodation for one hundred Afghan refugees, some of whom have been placed with private landlords. Cllr Mans agreed to establish how many of these are to be housed in the New Forest.

HCC are making plans for the Queens Platinum Jubilee celebrations and as part of this are looking at the number of times the Queen has visited Hampshire.

**21/119 District Councillor's Report** In the absence of D. Cllrs Harris and Holding there was no report.

**21/120 Active Travel Scheme update**

It was noted that the traffic cones and the "no wait" sign are missing along Rhinefield Road. It is thought that they were removed for gully work and not replaced. This has been reported to HCC Highways and they are investigating and will replace the cones.

**21/121 The Rise** See public presentments

**21/122 Remembrance Sunday and road closures**

The final arrangements are still to be confirmed by the church and RBL who have suggested combining the traditional church service with the commemoration at the War Memorial with no parade. Their request to erect a marquee was declined.

The Parish Council has submitted a full road closure to NFDC which has been approved and can be amended accordingly.

It was agreed that the 46 lamppost poppies would only be displayed outside the church and on fencing at the school and the War Memorial.

**21/123 Approval of replacement Christmas Lights**

Cllr Horne gave an update on the Christmas lights and explained that seven of the Motif lights needed to be replaced. The cost of repair was nearly the same cost as purchasing new lights.

The cost of the seven new lights is £1809.85 + VAT, delivery cost to be confirmed.

Approval was unanimously agreed.

It was noted that PAT testing is due every three years, and for the remaining lights would need to be tested this year.

Christmas trees will need to be sourced and arrangements to be confirmed.

Cllr Bartlett agreed that the trees could go to Streets to be whittled.

A team of people will be required to whittle and decorate the trees with lights.

It was agreed that the Christmas lights will be put up mid-November but there will be no formal switch on event this year.

**ACTION: Clerk to apply for the Christmas Light licence & source Christmas Trees**

**ACTION: Cllr Horne to obtain quotes for the PAT testing**

## **21/124 Reports and response to Consultations - to include ratification of recommendations**

### **i) A&I committee meeting held 3<sup>rd</sup> August**

A public presentment of a visitor App was made by FW Design Hub.

It was unanimously agreed that the Parish Council could not support and endorse the App or its advertisement. No other similar apps are endorsed, and the PC will continue its policy for charity and voluntary organisations advertisements only.

Cllr Bartlett was elected as Vice-Chairman of the A&I committee and will over-see the allotments, play area and war memorial.

Culverley Green cycle gate – there is a site visit arranged for the 29<sup>th</sup> September.

Cycle rack enhancement – The S171 has been submitted and approved by HCC.

The signage on the cycle racks is ongoing with an option for some Welcome to Brockenhurst signage to be added. Information has been requested from HCC Highways for smaller blue arrow signage on both sides of each rack.

In 2012, as a result of the Church of England programme to ensure that all the land owned by the various church authorities, including the Incumbents of Parishes, was registered as part of a Government-directed focus on completing the Land Register for England and Wales as far as possible by 2025, the Winchester Diocese obtained Land Registry title in the name of the Incumbent to the land of the cemetery / churchyard, apart from the strip of burial land purchased by the Parish Council in 1994. Included in this registration were the burial grounds purchased by the PC in 1955. The Parish Council as a designated Burial Authority has been carrying out burials in it, along with those in the new section of land, purchased in 1994 with the management taking place under the relevant legislation. Whilst there is no change in the management arrangements for burials and plot reservation the Parish Council needs to take action to correct the 2012 land registration made by the Church Authorities. Councillors agreed for the Working Party members to proceed with an application to the Land Registry to correct their records and review the future management of the cemetery / churchyard.

The second lawnmower has been sent to SPG for service and any repairs.

The quote for £375.10 + VAT was unanimously agreed

Footpath 14 is in need of resurfacing, which can be done under the HCC footpath scheme. Unanimously agreed.

## **ii) Events committee held 18<sup>th</sup> August**

Cllr Wolstenholme advised that the committee had decided that there would be no Christmas Fun evening this year. Following enquiries with the band, who had only just returned to rehearsals and therefore not available and Beaulieu have also decided to not run their evening this year due to continuing Covid-19 concerns.

The Pancake races will take place as normal in 2022.

It was agreed that an event would be arranged to celebrate the Queens Platinum Jubilee on one day during the extended bank holiday week-end 2<sup>nd</sup> – 5<sup>th</sup> June 2022.

This will be a combined event with as many of the local groups and organisations as possible and a date will be arranged that does not clash with other events being arranged in the village/area. Venue to be confirmed.

There may be a possible Scarecrow event combined with the Jubilee celebrations as the Mothers Union has confirmed they have no plans to run anything in the future.

It was confirmed that the £2000 that was previously agreed to be available for a Christmas event will remain available for the Platinum Jubilee event.

**ACTION: RFO to note £2000 in budget**

## **iii) Planning committee meeting 23<sup>rd</sup> August**

Cllr Korbey advised that this was a quiet meeting with only three applications to be considered.

This was Mina Beckett's last planning meeting. Councillors acknowledged and thanked her for the hard work and dedication that Mina has given to the Parish Council.

All Councillors unanimously wished to record their thanks in addition to Planning Committee members to Mina for her unstinting work on behalf of the Council in many guises.

## **iv) Greener Brockenhurst meeting 1<sup>st</sup> September**

Cllr Bowles was unable to attend the meeting but advised that there is an open evening on the 23<sup>rd</sup> September and the AGM on the 13<sup>th</sup> October.

Cllr Bowles advised that she is stepping down from the Greener Brockenhurst committee and that a new Parish Council representative would be needed.

Greener Brockenhurst are keen that there is a Parish Council representative on the committee.

**ACTION: Clerk to add new representative needed to the next agenda**

## **v) The Climate Sunday Service 5<sup>th</sup> September**

Cllr Wales advised that the service was well attended with between 50/60 people. The PC support for Greener Brockenhurst being noted.

## **vi) CRP report from Cllr Wingham**

Cllr Wingham was unable to attend but the report had been circulated prior to the meeting. Report noted.

## 21/125 Correspondence

- i) HCC - Watersplash message board

HCC have confirmed the transfer of responsibility of the message board to the Parish Council, in perpetuity.

The council would like to thank PUILIP Dinn for his hard work in providing the newly refurbished message board.

A donation of £100 was unanimously agreed to be made to Wessex Cancer Trust following Philip's request in lieu of personal payment for his time.

### **ACTION: RFO to arrange payment to Wessex Cancer Trust**

- ii) Longdown Management – Land at Church Lane

An offer has been made to the Parish Council to lease the land.

There is very little that can be done with the land and therefore Councillors thought it better to own the land by way of freehold rather than lease it with the legal and surveyor's costs to be investigated.

### **ACTION: Clerk to contact Longdown Management**

- iii) HCC – Martins Corner Footbridge
- iv) Triangle – Railing quote for Martins Corner footbridge

It was agreed that the footbridge is well used and that on the other side of the bridge is valuable pastureland. Residents would like the bridge to remain in place.

There is no charge for the 60-year licence but a £300 administration charge is payable to Forestry England.

HCC had advised that the cost of ongoing inspections would be around £200-£300 per inspection. The main recommendation is to improve the railings, by installing new along both sides. There are concerns that if there was a handrail on both sides of the bridge that the ponies might not be able to easily cross.

An estimate for the HCC recommended company was £1080.00 with an extra £400 to remove and replace the existing side.

There are concerns that if the Parish Council took over the responsibilities of this bridge that it would set a precedence for all other Parish Council's, including itself with bridges to be asked to do the same. Insurances should be checked.

It was agreed to accept the 60-year lease with the £300 administration cost.

To check insurance and replace the existing handrail only.

This was agreed by six councillors with two against.

C. Cllr Mans offered for the Parish Council to apply for £500 from his budget.

**ACTION: Clerk to check insurance and obtain a new quote based on the existing handrail only being replaced. Contact Forestry England to apply for the licence**

**ACTION: RFO to apply for £500 from C.Cllr Mans budget**

- v) Resident – Cycle Gate outside Brockenhurst Primary School

A site visit is planned for the 29<sup>th</sup> September between Forestry England, Cllr Croker and a representative from Pedall.

### **21/126 Approval of tree work quote**

The quote for £3480.00 + VAT was approved for work on trees at the War Memorial, Cemetery, Play area and allotments. As per the recently conducted NFDC tree survey.

This was proposed, seconded and agreed.

### **CLERK: To contact contractor and liaise with resident near to the War Memorial**

### **21/127 Brockenhurst survey, report on resident comments and future plans**

Cllr Bowles gave an overview of the many responses received. There will be ongoing plans to send the survey to the pre-school, school and college. Paper copies for younger children and an electronic version for older children. Cllr Bowles was thanked for her work on the survey.

### **21/128 Accounts for payment. Proposed, seconded and agreed.**

- i) Brock PCC - Hours for churchyard maintenance - £903.15 July & £334.50 August
- ii) Staples - Stationery - £43.63
- iii) Wessex Window Cleaners - office windows, July and August - £27
- iv) BHIB - Insurance premium - £1424.50
- v) Roger Carman Electrician - office lights (rent reduction compensates) - £413.22
- vi) Mrs. H. Lawrence - reimbursement cleaning materials - £17.95
- vii) SPG - mower service - £92.24
- viii) Positano Ltd. - WM mowing, July - £60
- ix) Gates - petrol - £26.38
- x) Streets - Supplies - £117.48
- xi) A & T - Job Ads. - £664.80
- xii) NFDC - Tree inspections - £1161.60
- xiii) Community Rail Partnership - Membership - £100
- xiv) Brock Village Hall - room hire - July and August - £261.63
- xv) Brock Village Hall - playground peppercorn rent 2020 and 2021 - £2
- xvi) Viking Stationery - Supplies - £62.83
- xvii) SLCC – GDPR e-course - £18.00

**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.**

### **21/129 Recruitment - to confirm roles and pay scales To agree the purchase of one additional laptop**

Cllr Wales confirmed that the RFO vacancy and the Assistant Clerk vacancy are currently being advertised and confirmed the rates of pay and the details as per the adverts. The closing date is the 24<sup>th</sup> September with interviews the first week in October.

It was agreed that an additional laptop would be needed and to be purchased in advance of the new member of staff starting. It was recommended to allow up to £1000 for all items. The vacancy details, salary and the purchase of an additional laptop were all unanimously agreed

It was discussed and agreed that the interview panel would be Cllrs Wales, Horne and Harris.

**ACTION: Clerk to liaise with RFO and purchase the new laptop and accessories.**

**ACTION: Clerk to liaise with applicants and arrange interviews**

**21/130 Items to note - to include items raised by members of the public**

There has been a request for walking signs from the station to various location in the village.

**21/131 Date of Next Meeting:** 19<sup>th</sup> October 2021 at Brockenhurst Village Hall

The meeting closed at 9.50pm.