

**MINUTES OF A MEETING OF THE AMENITIES AND INFRASTRUCTURE
COMMITTEE OF BROCKENHURST PARISH COUNCIL HELD ON
TUESDAY 5th OCTOBER 2021 AT BROCKENHURST VILLAGE HALL**

Present:

Cllr P Wales	Chairman
Cllr A Bartlett	Cllr M Croker
Cllr M Harris	Cllr J Korbey
Cllr P Mueller	Cllr K Whittle (from 7.30pm)
Cllr R Wolstenholme	
Heather Lawrence	Parish Clerk

Public Presentments None

21/25 Apologies for Absence Cllr R Bowles

21/26 Declarations of Interest None

21/27 Minutes of Meeting held on 3rd August 2021

These were proposed, seconded and signed as a correct record.

21/28 Matters Arising (not already on the agenda)

Culverley Green cycle gate

There was a recent site visit with representatives from Forestry England, New Forest National Park Authority, primary School, Cllr Croker and Cllr Wales.

It was discussed that the gate would be moved and a small fence erected to protect the school children. FE to respond with a report and proposal

Tree works Contractor still to be instructed and date arranged.

T2 Active Travel Programme

HCC have provided the link for the survey which will be forwarded on councillors.

There is also a request from HCC for a Teams meeting with councillors to talk through the proposed designs. Agreed for Cllrs Bowles, Whittle and Wolstenholme.

ACTION: Clerk to contact HCC and propose a date

Defibrillator Course – Agreed that this should be arranged for Spring 2022 and be arranged for members of the public to attend.

ACTION: Clerk to arrange future Defibrillator training

21/29 Land at Church Lane – update. Reply to be drafted.

21/30 Railway Station improvements

The Parish Council were approached concerning the damage to the train station canopy. Cllr Wingham has been dealing with this ongoing issue as part of the Rail Partnership.

21/31 Flood Prevention

Cllr Wales and Peter Hebard recently conducted a site visit in the village where there are several areas of concern.

Rhinefield Road there is vegetation to cut back, which Forestry England may cut back
Flooding problems on the Lymington Road between the level crossing and Albero.
Peter Hebard will investigate.

It was also noted that there is a build up of gravel in the middle of the village ford (near Park Close)

ACTION: Cllr Wales to liaise with Peter Hebard

ACTION: Village ford to be checked.

21/32 Approval of PAT testing quote for Christmas Lights and office

PAT testing quote of £45.00 including call out charge and ten items tested and £1 charge for any additional items. This was unanimously agreed by all.

ACTION: Clerk/Cllr Horne to arrange date to inspect Christmas lights and item in the office on the same day

21/33 To agree purchase of Christmas trees

The purchase of 20 small trees and one large tree was unanimously agreed by all.

ACTION: Clerk to contact tree supplier to order

21/34 Daffodil planting scheme and approval of HCC license

Having approached HCC for permission to plant daffodil bulbs at various locations by the highway, we have been advised that we need to purchase a five year licence from HCC. The five year licence "To plant alongside the highway" costs £133.00.

This is needed urgently as the bulbs have already been delivered. This was unanimously agreed by all. Cllr Harris offered to contact HCC in the hope that they would waive the cost

ACTION: Clerk to arrange licence once Cllr Harris has given an update

21/35 Physical Asset Report

i) Cycle Racks

The cycle racks by the Watersplash need some reflective tape added so make them more visible to pedestrians. It was agreed that a Welcome to Brockenhurst sign would be the best option for signage on the cycle racks, if allowed.

HCC have been asked to provide highways requirements for smaller blue arrow signs to attached to the cycle racks, to replace the freestanding signs.

ACTION: Clerk to liaise with Ray

ACTION: Clerk to check signage details with HCC

ii) Playground

There are a lot of weeds and moss growing on and through the mulch. Vitaplay have been consulted for their advice. Vitaplay are still to provide a quote for outstanding items on the 2021 play area inspection report.

There are still issues with the bin within the playground filling up very quickly, leading to litter on the floor. We are waiting for a further reply from NFDC Streetscene with various proposed options of a larger bin, two bins or extra collections. Cllr Harris agreed to chase for a reply.

ACTION: Clerk to chase Vitaplay

ACTION: Clerk to forward NFDC bin emails to Cllr Harris

iii) Allotments

Notice has been served on allotment 50 & 51 due to the very poor state of the allotment and clearly no work undertaken this year. If no reply, after the 18th October we will be able to start work to clear the allotments with view to dividing them up.

Cllr Whittle offered to use his tractor to clear the site.

An allotment holder has built a treehouse in the treeline of the adjacent allotment. The allotment holder, who has built the treehouse, has been contacted and asked to remove the treehouse by the end of October 2021, which has been acknowledged and will be removed.

ACTION: Cllr Bartlett to look at the allotments and see what work is needed and liaise with clerk and Cllr Whittle

ACTION: Cllr Bartlett and clerk to check that tree house has been removed

iv) Cemetery

The PCC support the Land Registry application.

v) War Memorial

The grass contractor is due to cut the grass at the end of October/beginning of November, in time for Remembrance Sunday.

ACTION: Clerk to contact contractor

vi) Seats, Signs and Bus Shelters, etc.

Footpath 14 improvements – ongoing

Update on the Beachern Wood seat and the Grigg Lane seat:-

Beachern Wood seat will be discussed at the Verderers Court in October
Grigg Lane Seat, waiting for the Lengthsman to provide a quote

ACTION: Clerk to chase Lengthsman

College bus shelter

It has been noted that there is graffiti on the College bus shelter located on the college side of the road. There is also rubbish on the pavement. It will be checked if there is a litter bin by the bus shelter. This will be an item to discuss at the college liaison meeting.

Village Sign

It was noted that planning permission would need to be obtained from NPA once final details are confirmed.

It was unanimously agreed that the application should be submitted as soon as possible and the fee paid.

ACTION: Clerk to liaise with Cllrs Wingham and Whittle and submit planning application when possible

vii) Storage

Update on the New Park container licence

The extension of the lease for a further five years has been verbally agreed and we are waiting for the new licence to be sent to us. Cllr Harris offered to make enquiries.

ACTION: Cllr Harris & clerk to chase licence

viii) Office 70b Brookley Road

To approve the quote for the ongoing jobs

Quote received for £725.00 + VAT to complete the outstanding jobs.

Supply and install shelving, put up key cabinet, install picture hanging system, install TV secure pole. This was unanimously agreed by all.

Future window displays and the use of the front office space was discussed.

We currently do not have any future requests. The option of voluntary groups was discussed. Cllr Harris explained about the potential option of start up businesses having the opportunity to use the space at a week-end free of charge.

It was agreed that voluntary groups should be contacted.

ACTION: Clerk to instruct contractor and purchase picture hanging system and TV pole

ACTION: Clerk to look into voluntary groups using the front office

21/36 Infrastructure Reports - none

21/37 Highways

It was noted that the Brockenhurst sign by Burley Road is damaged.

ACTION: Clerk to report to HCC Highways

It was noted that the white lines are drawn on Grigg Lane but no date as to when the work will be carried out.

21/38 Any Other Items

There is a litter problem along Brookley Court potentially caused by students.

21/39 Date of Next Meeting: 1st February 2022 at 7.00 pm or sooner if required

The meeting closed at 8.35pm.

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