

**MINUTES OF A MEETING OF THE AMENITIES AND INFRASTRUCTURE  
COMMITTEE OF BROCKENHURST PARISH COUNCIL HELD ON  
TUESDAY 3<sup>RD</sup> MAY 2022 AT BROCKENHURST VILLAGE HALL**

**Present:**

Cllr P Wales	Chairman
Cllr A Bartlett	Vice Chairman
Cllr R Bowles	Cllr M Croker
Cllr M Harris	Cllr J Korbey
Cllr P Mueller	

Heather Lawrence      Parish Clerk  
Two members of the public

**Public Presentments** Two allotment holders attended to ask permission to site one beehive on an allotment for a six-week trial in June and July 2022. The person is an insured member of the BBKA and has beehives at other locations. The allotment noticeboard would be updated with information including what to do if stung and the beehive could be removed overnight if there is a problem. A barrier would be made to encourage the bees to create a flight path away from the allotments.

**22/15 Apologies for Absence:** Cllr K Whittle

**22/16 Declarations of Interest:** None

**22/17 Minutes of Meeting held on 1<sup>st</sup> February 2022**

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

**22/18 Matters Arising (not already on the agenda):** None

**22/19 Land at Church Lane (Sparks Green) update**

The solicitors have been agreed and are to be instructed.  
It was agreed that the residents of Oak Cottage should be written too as the purchase would include the verges in front of the property.

It was noted that a working party for this land may be formed at a later date.

**22/20 Bulb planting project update and to consider bulb quote**

The supplier used last year can provide 750 of the same daffodil bulbs for £300.  
It was unanimously recommended that the bulbs are reserved.

**ACTION: Clerk to reserve the bulbs. Cllrs Croker and Harris to pursue the other potential locations for the bulbs.**

**22/21 Bus shelter update on future plans**

Following further research two potential sites for bus shelters have been identified are Sway Road southbound opposite the school and also opposite Gates petrol station. Further information required. Clerk to establish the costs for various types of bus shelters and whether planning permission would be required.

**ACTION: Clerk to investigate**

## **22/22 Physical Asset Report**

### **i) Cycle Racks**

It was confirmed that following the recent incident and damage to the signage on the cycle racks outside Tesco Express that a new blue arrow sign has been put in place.

### **ii) Playground**

The annual inspection is due in June. The main play area signage still needs to be designed and the bin replaced.

The groundsman has advised that the small wooden house continues to show signs of wear and a replacement should be considered.

It was considered that the range of equipment provided should be reviewed particularly for four years old children. Clerk to investigate options.

**ACTION: Clerk to investigate replacement options**

### **iii) Allotments**

Following public presentments, it was unanimously agreed that allotment holders should be contacted for their responses which would then be considered and a decision made at the Annual Council meeting on the 17<sup>th</sup> May. Clerk advised that a newsletter was due to be issued and this would be included. It was noted that as the request for the beehive had been made in advance of the meeting that consent from Forestry England, as the landowner, has already been gained for this six-week period only.

An allotment policy is needed and should include beekeeping as there are many guidelines that should be adhered to.

### **To consider quote to clear two plots for reletting**

Cllr Bartlett has worked on clearing plots 50 + 51 but further help is now required to clear wood, trees and debris and a skip is needed. The Lengthsman has provided a quote of £300 to carry out the work with the Parish Council to provide the skip. Due to current workload this is unlikely to be carried out until June. Cllr Bartlett was thanked for the work he has done and it was unanimously recommended that the Lengthsman should be instructed.

### **Update on inspections**

Cllr Bartlett and the clerk carried out the first inspection of the year and although many plots had been worked on it was recorded that eleven plots appeared to not have been worked on. The clerk has issued eleven letters/emails to those who have not started work so far this year, two letters in connection with debris laying against the back fence and letter concerning an unsafe structure. Next inspection is due at the end of May.

### **Progress on increasing the turning space**

Following a recent site visit Forestry England are happy to include the additional turning space on the lease agreement. A map including dimensions have been sent and we are waiting for confirmation of amended documents.

Once received then planning permission can be applied for and quotes for the work obtained. It is hoped to include levelling out some of the track within the allotments as the tyre tracks are getting very deep.

## **Update on tree works**

Now that the land surrounding the allotments has dried out the work is due to take place week commencing 9<sup>th</sup> May.

**ACTION: Clerk to issue newsletter including beehive**

**ACTION: Clerk to prepare an allotment policy**

**ACTION: Clerk to apply for planning permission and obtain quotes**

### **iv) Cemetery**

The application to Land Registry for rectification is ready to be sent.

**ACTION: Cllr Croker and clerk to send off letter and documents to Land Registry**

### **v) War Memorial**

The Lengthsman has been instructed to replace a rotten fence post.

The grass cutting contractor has advised a small increase in the cost of the cutting. It will rise from £25.00 + VAT to £26.25 + VAT per cut.

The cost to weed and restore the gardens ready for summer has increased from £370 + VAT to £389 + VAT, this was unanimously recommended. The clerk explained that the much lower price quoted last year was for ongoing upkeep rather than a one-off visit to restore to a good condition.

It was unanimously agreed to recommend that £150 is spent on some new plants for the War Memorial Garden.

**ACTION: Clerk to instruct contractor**

**ACTION: Cllr Croker to arrange purchase of the plants**

### **vi) Seats, Signs and Bus Shelters, etc.**

The Lengthsman has been instructed to either repair or remove the memorial bench outside Balmer Lawn Garage due to rot. The family has been informed and wish to purchase a new bench, if necessary.

## **College bus shelter**

Graffiti is still on the bus shelter and an update from the college is required.

Our bus shelter is also in need to cleaning which could be carried out under the Lengthsman Scheme.

## **Village Sign update**

Cllr Wingham provided a report for the committee.

The design is being assessed for structural integrity, the report expected mid to late May. Farwells are checking if an additional highways license will be required for installation. Planning application is in progress. Once we have structural approval and planning permission the order can be placed for manufacture of the steelwork.

## **vii) Storage**

The churchyard container needs shelving for storage. Advice to be sought from Cllr Whittle.

## **viii) Office 70b Brookley Road**

The new office front door, shelving and picture hanging system has been installed. The digital screen and pole are in place. Cllr Pearse is working on the content and it is hoped to have it working by the Platinum Jubilee weekend to display the order of events.

## **22/23 Infrastructure Reports**

Forestry England have been chased for an update on Longslade Bridge as this was due to have been started in early 2022.

Network Rail have not given an update on the North Road bridge since March, this is to be chased.

**ACTION: Clerk to chase Network Rail**

## **22/24 Highways**

### **i) Parking restrictions for Platinum Jubilee 4<sup>th</sup> June**

Cllr Harris has made a request to HCC to ask for parking restrictions to be suspended on the 4<sup>th</sup> June for the Platinum Jubilee event. This would be to relax the amount of time a car could be parked and not to allow illegal parking.

Councillors were supportive of the idea but requested that the parking suspension does not include Brookley Road from the cattle grid to the railway crossing.

A request will also be made to NFDC to suspend parking charges in the main car park. Particularly as we did not make a request to suspend charges at Christmas.

### **ii) Grigg Lane**

The condition of Grigg Lane continues to be a concern, it was agreed that this would be chased again with Cllr Mans.

### **iii) Sway Road Experimental Order**

Cllr Wales reported that a meeting was held on 21st April 2022 between the New Forest National Park Authority, Parish Council, Greener Brockenhurst and Friends of Brockenhurst, when it was agreed that a three-way meeting should be set up between the National Park Authority, Parish Council and Hampshire County Council, officers to discuss the revisions and alternatives. This has been agreed for 4th May.

The Parish Council has been copied into a large number of objections from residents to HCC as part of their consultation.

It was reported again that there are ongoing problems with parking in Sway Road and it is hoped that the road could be assessed for double yellow lines.

### **iv) Active Travel Scheme update**

The latest proposal from Hampshire County Council were considered and it was unanimously agreed that HCC should arrange a further public consultation. The concern for the lorries being able to swing into Tesco car park have been mentioned to HCC.

**ACTION: Clerk to contact Cllr Mans regarding Grigg Lane**

## **22/25 Village Centre Strategy Group update**

Cllr Bowles explained that the next stage would be for councillors to discuss and select three companies to ask to come and give a presentation on their services to consult on a future village centre strategy.

Future date of the 7<sup>th</sup> June was agreed, Cllr Bowles to circulate information.

It was agreed that the Chairs of Brockenhurst Business Association and the Friends of Brockenhurst should be invited to these presentations.

The previously suggested strap line for Brockenhurst "Brockenhurst heart of The New Forest" could be used as branding for the group.

The broken Burley Road village entry sign has been reported to HCC and still needs to be repaired. As part of the strategy a larger Brockenhurst sign, similar to those at other entry points into the village, could be considered.

**ACTION: Cllr Bowles to circulate information**

**ACTION: Clerk to book a meeting room**

**ACTION: Clerk to investigate road signage costs**

## **22/26 Climate Action Group update**

It was noted how successful the group has been in setting up Greener Brockenhurst. A councillor is needed to represent the Parish Council and Cllr Pearse was proposed. Plastic Free Brockenhurst are keen for a representative of the Parish Council to attend and be part of the initiative. This will be discussed at the next Parish Council meeting.

## **22/27 Christmas Light to consider purchasing ongoing maintenance items**

Various items and replacement rope lights are needed for the ongoing upkeep. It was unanimously agreed to recommend spending up to £500.

**ACTION: Clerk and Cllr Horne to purchase items**

## **22/28 Fire bell post**

It was agreed that the post should be reassessed to see if a new post is needed.

The foliage surrounding the fire bell would need cutting back to do this.

As part of the Village Centre Strategy there could be an option of moving the post

**ACTION: Clerk to arrange inspection of the bell**

## **22/29 Any Other Items**

Cllr Bartlett asked if CCTV for the village could be considered again, especially now that the Parish Council has an office in Brookley Road.

BBA to be asked to investigate this further. An item for the next A&I agenda.

## **22/30 Next Meeting: Tuesday 2<sup>nd</sup> August 2022 at 7.00 pm or sooner if required**

The meeting closed at 9.15pm.

Signed:

Date: 2<sup>nd</sup> August 2022