

**MINUTES OF THE ANNUAL MEETING OF BROCKENHURST PARISH COUNCIL
HELD ON TUESDAY 16th MAY 2023 AT BROCKENHURST VILLAGE HALL**

Present:	Cllr M Harris	Outgoing Chairman
	Cllr P Wales	Newly Appointed Chairman
	Cllr A Bartlett	Cllr J Wingham
	Cllr R Horne	Cllr J Korbey
	Cllr K Whittle	Cllr P Pearse
	Cllr P Hollins	Cllr R Wolstenholme
	HC Cllr K Mans	Left at 7.45pm
	Cllr A Parker	Arrived at 8.00pm
	Mrs H Lawrence	Parish Clerk
	Three members of the public	

It was noted all Declaration of Acceptance of Office have been signed and witnessed.

23/73 Election of Chairman

Cllr Wales was proposed, seconded and unanimously elected as Chairman.

23/74 Chairman's Declaration of Acceptance of Office

The Declaration of Acceptance of Office was signed by Cllr Wales

Public Presentments:

A short presentment was heard regarding concerns for the increase in second homes and rental properties in the village, especially in the Waters Green area. The increase will change the ethos of the community, with the decline in the number of permanent residents over the number of holiday makers.

It was noted that Friends of Brockenhurst have similar concerns which was written in their latest newsletter.

Friends of Brockenhurst spoke to give their appreciation for councillors over the last four years and for continuing to work together in the future.

23/75 Election of Vice-Chairman

Cllr Bowles and Cllr Horne were both proposed and seconded. Cllr Horne was elected by a majority vote.

23/76 Vice - Chairman's Declaration of Acceptance of Office

The Declaration of Acceptance of Office was signed by Cllr Horne

23/77 Apologies for absence: Cllr R Bowles

23/78 Declarations of Interest/Requests for Dispensation

Cllrs Bartlett declared an interest in accounts for payment 23/95.

23/79 Minutes of the Meeting held 18th April 2023

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

23/80 County Councillor's Report

Cllr Mans congratulated Cllr Wales on his election as chairman.

He reported that potholes and the condition of the roads continue to be a problem.

Cllr Mans advised that his devolved budget would open soon if there are any local projects that would like to apply.

The public presentment regarding holiday properties was acknowledged and a suggestion to look at what Cornwall are doing about this problem.

Councillors expressed their concern regarding the scaffolding that has been erected in Brookley Road and if HCC Highways are involved. Cllr Mans will investigate.

23/81 To consider any committee or working groups to be created

Cllr Wales welcomed Cllr Hollins and Cllr Wolstenholme.

It was agreed that the Policy committee would not be formed again and that councillors would liaise with clerk over future review and creation of policies.

Citizens Award – it was agreed that a working party would be created comprising of Cllrs Wales, Pearse and Hollins.

The Churchyard working party will continue to meet while the churchyard closure is ongoing, Cllrs Wales, Horne and Korbey.

23/82 Election of Committees and Representatives:

Amenities and Infrastructure	Alan Bartlett John Korbey	Peter Hollins Michael Harris	Kevin Whittle
Events	John Korbey Richard Wolstenholme Members of public including School PTA Brockenhurst Church New Forest Rotary		Paul Pearse W.I. Friends of Brockenhurst Business Association
Nalder Bequest	Ros Bowles Richard Wolstenholme Mark Böckle (co-opted)	Michael Harris Peter Wyatt (co-opted)	John Korbey VACANCY (co-opted)
Personnel & Resources	Ros Bowles John Korbey	Michael Harris Pete Wales	Russell Horne Richard Wolstenholme
Planning	Ros Bowles Kevin Whittle (Peter Hollins)	Russell Horne John Wingham	John Korbey Richard Wolstenholme subject to attending the next meeting to observe
Climate Action Group	Michael Harris Kevin Whittle	Paul Pearse	Russell Horne
Village Centre Strategy Group	Ros Bowles Alan Bartlett	Peter Hollins	Richard Wolstenholme
Citizens Award Working Group	Pete Wales	Paul Pearse	Peter Hollins

Churchyard

Working Group Pete Wales Russell Horne John Korbey

Representatives on outside bodies:

Bailey Benefice

Chairman

Hampshire Association of Local Councils

John Korbey

Village Trust Directors

Michael Harris
Russell Horne

New Forest Consultative Panel Representative

John Korbey

New Forest Association of Local Councils

John Korbey

New Forest Passenger Transport Forum

Kevin Whittle
John Wingham

Solent Community Rail Partnership

John Wingham

Local Cycling & Walking Infrastructure Partnership

Paul Pearse

Plastic Free Brockenhurst

Paul Pearse

It was noted that Cllr Hollins will attend the next planning committee meeting to observe with view to joining the committee.

All proposed, seconded and agreed unanimously.

23/83 To review the delegation arrangements for committees

It was unanimously agreed that the delegated arrangements for the A&I, P&R, Events and planning committees do not need to be amended.

23/84 To approve a recommendation to spread review and adoption of policies and procedures throughout the year, to enable appropriate attention to be given, including the Standing Orders and the Financial Regulations.

This was unanimously agreed.

23/85 District Councillor's Report

Cllr Adam Parker introduced himself. He is currently attending training and is looking forward to the role.

Councillors asked if he could make enquiries regarding the bin emptying around the village as some bins appear not to have been emptied. There was also a query regarding a speed limit in the NFDC car park.

ACTION: Clerk to circulate Cllr Parker's email address

23/86 Reports and response to Consultations:

- i) NFALC meeting held Thursday 20th April 2023

Cllr Korbey gave an update from the meeting, for which the minutes had been circulated.

- ii) Anzac Service held Sunday 23rd April 2023

Cllr Harris gave an overview of the service which was well attended.

Cllr Wales thanked the Royal British Legion for arranging the service and refreshments.

- iii) Planning Committee held Monday 24th April 2023

Cllr Korbey gave an update on the last planning meeting and ongoing issues.

- iv) Annual Parish Meeting held Tuesday 25th April

The APM was not as well attended as in previous years. Consideration could be made to the future advertising of the meeting and whether to move this away from the same day of the week as the monthly Parish Council meetings.

It was noted that concerns were raised at the meeting regarding the decision not to organise an event to mark the King's Coronation. It was again confirmed that the Events Committee had liaised with many organisations and individuals in the village and that it was felt that it would be difficult to recruit enough volunteer as many were involved in their own arrangements over the weekend including street parties.

23/87 Correspondence

Cllr Wingham gave an update on the correspondence received from Cross Country Trains. Noting that a review of the service will be in October.

23/88 Confirm all meeting dates for 2023-2024

All circulated meeting dates were agreed. A decision is still to be made for the date of the 2024 Annual Parish Meeting.

ACTION: Clerk to booking meeting rooms.

23/89 Update on the Parish Council communications plan

Cllr Pearse confirmed that the final draft of the next newsletter has been circulated and the following edition will be late summer.

The review of our website or research into a new website will be an ongoing project.

It was agreed that the Parish Council communication is a priority.

23/90 Update on Brockenhurst Speedwatch: No update to report.

ACTION: Cllr Wales to contact

23/91 To review the Asset Register dated 31.3.2023

The circulated asset register was unanimously approved.

23/92 Declaration of Eligibility for General Power of Competence

The Parish Councils eligibility to adopt the General Power of Competence under the Localism Act 2011 was unanimously agreed as at least two thirds of councillors are elected and the clerk is qualified.

23/93 To confirm the external auditor is BDO and there are no conflict of interest with Brockenhurst Parish Council

It was unanimously agreed that BDO are appointment as the external auditor and it was confirmed that there is no conflict of interest with the Parish Council.

23/94 To confirm bank signatories for all accounts

It was agreed that Richard Wolstenholme will be added as a signatory to the Unity Accounts and Cllrs Croker and Mueller will be removed.

Cllr Croker to also be removed from the CCLA account.

23/95 Accounts for payment: Proposed, seconded and agreed.

Accounts for Payment

New Milton Advertiser	APM advert	£36.00
Streets Ironmongers	supplies	£106.16
Gates Engineering	fuel -	£7.39
Corbins Florist	Harding fund	£4.50
HALC	LCPD membership 23/24	£198.00
Vitaplay	playground bin	£1065.00
Wessex windows	window cleaning	£12.00
Village Hall	Room hire June	£143.00
Lyndhurst Landscapes	War Memorial grass cutting	£63.00
J Humphrey	Payroll April	£36.00

Payments Made

P&D Hannon	office rent	£625.00
Festive Lights Ltd	Christmas lights	£769.32
BT	Phone & broadband	£68.26

23/96 Clerks & RFO report

Tiffany (Finance Officer) had an appointment with the auditor today and he is due again next week.

A query was raised when the flags should come down – agreed to stay up for now.

Brockstock organisers have asked to borrow one of our cycle racks – Cllr Whittle to liaise.

23/97 Items to note - to include items raised by members of the public: None

23/98 Date of Next Meeting:

Tuesday 20th June 7.00pm at Brockenhurst Village Hall

The meeting closed at 8.30pm

