

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL
HELD ON TUESDAY 19th SEPTEMBER 2023 AT BROCKENHURST
VILLAGE HALL**

Present:

Cllr P Wales	Chairman
Cllr R Horne	Vice Chairman
Cllr A Bartlett	Cllr R Bowles
Cllr J Korbey	Cllr K Whittle
Cllr M Harris	Cllr R Wolstenholme
Cllr P Hollins	Cllr P Pearse

Cllr K Mans	Hampshire County Councillor until 7.35pm
Cllr A Parker	New Forest District Councillor

Mrs H Lawrence Parish Clerk
Four members of the public

Public Presentments:

A resident has concerns for the Hampshire Constabulary dog signage displayed at Culverley footbridge.

It was noted that the War Memorial Garden is a lot tidier since a contractor has taken over weeding, but this has led to the borders looking very sparse in places. Consideration could be given to installing a water supply.

23/135 Apologies for absence: Cllr J Wingham

23/136 Declarations of Interest/Requests for Dispensation

Cllr Bartlett declared an interest in accounts for payment 23/149.

Cllr Wales declared an interest in item 23/153

23/137 Minutes of the Meeting held 18th July 2023

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

Minutes of the Annual Parish Meeting held 25th April 2023

The minutes were not agreed. The clerk agreed to make a slight amendment with view them being agreed at the October meeting.

ACTION: Clerk to amend minutes and re-circulate

23/138 Presentation by Wessex Internet

Josh Goodchild and colleague gave a presentation on the government project to provide full fibre broadband to Brockenhurst, with the plan to then expand to other areas of the forest. This will be starting in the New Year with connections in March/April 2024. Their service to other internet service providers will be available at a date to be advised.

A presentation to residents along with a crib sheet of information will be arranged by Wessex Internet. It was clarified that not all email accounts can be transferred, depending on the provider. A transfer telephone service is currently not compatible although the tech team are working on it.

23/139 County Councillor's Report

Cllr Mans confirmed that Wessex Internet have been giving presentations to other Parish Councils and are keeping everyone informed.

The public consultation on HCC budget has finished and decision on how to put the budget together up until 2026 is ongoing. Statutory requirements will be met. It was reported that there are not many schools in Hampshire affected by unsafe concrete. Academy Schools are not included as they maintain their own buildings.

Cllr Mans was thanked for his £500 contribution to the recent installed new playground equipment.

Cllr Horne asked if his thanks could be passed onto the department that has given advice on Hampshire internet services. Cllr Bartlett gave an update on the outstanding Highways work and that an alternative contractor was able to deal with the flooding problem at the junction of Grigg Lane/Brookley Road. There is more work to do but the drainage is better. The work on the large dip at the other end of Grigg Lane is still outstanding. Cllr Whittle reported that the contractor cutting the grass on the A35 has not cut the grass properly leading to problems. Cllr Mans will chase and report on both matters.

23/140 District Councillor's Report

Cllr Parker reported on the sewage leak at Lyndhurst and surrounding areas. It was noted that there has been a large amount of pony deaths in the forest and there has been a large amount of litter in the village and the forest and that the bin outside the Catholic church is always full. Cllr Parker to pursue with NFDC.

23/141 Reports and response to Consultations:

- i) Brockenhurst Village Trust AGM held 20th July

Cllr Horne and Cllr Harris attended the AGM. Cllr Horne reported the Trust gave an update on their plans for the outside green area and regarding their charity shop. There are plans to rebrand the trust as a "Community Hub".

- ii) Planning committee meetings held 31st July & 22nd August 2023

Cllr Korbey gave an update on both of the planning meetings and ongoing issues. The sewage spill and associated application was discussed. It was agreed that Southern Water should be contacted.

The national consultation on permitted development rights is under consultation with NFNPA.

iii) A&I committee meeting held 5th September

A report of the meeting was given by Cllr Bartlett and the following items were recommended for approval: -

- a) The recommendation to approve the amended allotment agreement which will be effective from 1st March 2024.
- b) The recommendation to approve the Allotment Management Policy to be effective from 1st March 2024.
- c) The recommendation to approve the quote from Westbeams for £3000 for tree work at the allotments.
- d) The recommendation to approve a budget of £100 to purchase Funeral traffic cones.
- e) The recommendation that the Hampshire County Council proposal for Martin's Corner Footbridge cannot be considered until it is clear who currently owns the structure.
- f) The recommendation to approve the amended Tree Policy.
- g) The recommendation to pursue the NFDC CCTV proposal and submit the following five locations, in priority order.
 1. Crossroads Brookley Road/Sway Road
 2. Tesco Express and the NFDC car park entrance
 3. A337 on the junction at Sparks Green
 4. Playground at the Village Hall
 5. Watersplash junction with Burley Road/Rhinefield Road

All items were unanimously approved.

iv) Events Committee meeting held 6th September

Cllr Pearse reported that arrangements for the Christmas Fun Evening on the 1st December are under way.

It was noted that it has not been possible to secure locations for seven trees for the Queen's Platinum Jubilee, but arrangements will be made for those that have been agreed.

The committee are liaising with the PTA regarding the 2024 Pancake Races on 13th February. The committee had a discussion regarding the 80th Anniversary of D Day in June 2024 but it is too early to confirm if an event will be held.

v) Citizens Award 2023 working party held 7th September

Cllr Pearse advised that the framework for the award was discussed.

It is hoped that the nominations will be received in January 2024 and processed in February and the awards given out at the Annual Parish Meeting on Wednesday 24th April 2024. Further information to be available in October and it will be an item for the next agenda.

vi) SW Quadrant meeting held 12th September

Several councillors attended and various presentations were given including LCWIP, planning permitted development, Safer New Forest and an update from Forestry England.

23/142 Brookley Road Scheme update

Cllr Wales reminded councillors of the latest correspondence from HCC.

It was noted that the delay has been due to drainage issues that need to be resolved and the additional cost this had added to the scheme.

Councillors are concerned that the scheme will not go ahead and requested that HCC are invited to the October Parish Council meeting to give an update and timescales.

ACTION: Clerk to invite HCC

23/143 Commonwealth War Graves at St Nicholas Church

Cllr Horne explained that following a recent meeting with the Commonwealth War Graves Commission, the ongoing closure of the churchyard is understood.

CWGC are drafting a new contract which will include the nine memorials which are located in the churchyard but away from the main memorials. A grant will continue to be offered to the Parish Council by CWGC for the ongoing maintenance carried out by our groundsman.

It was reconfirmed that the clerk would continue to have delegated authority to issue the notice to NFDC declining to take over the maintenance providing the formal closure notice in accordance with the Church proposal of closure. This will exclude the CWG which the Parish Council will continue to maintain.

23/144 Update on LCWIP

Cllr Pearse gave an update including the work of the Lymington transition group, Cycle working group, Friends of Brockenhurst and the Climate Action Group.

23/145 Update on NFDC toilet block

NFDC Streetscene have confirmed that the male toilets are due to be re-configured and fully renovated to increase the size of the disabled room and incorporate a changing places facility. The ladies will be redecorated with both due to take place by the end of this financial year. A deep clean will be conducted as soon as they can.

23/146 Update and approval of the Autumn news sheet

Cllr Pearse reported that there is still less than one hundred people that have signed up to receive the news sheet by email. With a couple of requested amendments, the Autumn news sheet was unanimously agreed. The next edition will be Winter 2023.

23/147 To consider the Four-Year Plan document

The circulated document was unanimously approved.

The trial for councillors to open the office between 11am-1pm on a Monday, Friday and Saturday were discussed. It was agreed that it has been a success and that councillors have been kept busy with visitors asking for help and asking maps and local information and from residents who have raised various concerns. It was agreed that this should continue from October to the beginning of December and be reviewed in November.

ACTION: Clerk to update the website and circulate office rota

23/148 Correspondence

Various Climate & Ecology Bill

The bill was discussed but it was unanimously agreed not to comment on the bill as councillors will continue to support local climate and environmental initiatives.

Royal Mail Late collection post box in village

Royal Mail have confirmed that the postbox on the junction of Brookley Road and Fibbards Road is suitable to receive a late collection and a collection plate advertising the new collection time will be installed on the postbox and it will start receiving a daily late collection in the next couple of weeks.

23/149 Accounts for payment: Proposed, seconded and agreed;-

Gates Engineering - fuel - £16.00
Streets Ironmongers - supplies - £11.16
Brockenhurst Village Hall - hall hire - £131.25
J Humphry Associates - payroll agency - £36.00
Lyndhurst Landscaping - war mem mowing & maintenance - £213.00
Vita Play Limited - replacement playground item - £8,785.87
Wessex Windows – office windows - £12.00

Payments made during August were noted with no queries.

23/150 Policies to be considered:-

The following policies were unanimously approved:-

Grant policy
Document Retention policy
Scheme of Delegation policy
Noticeboard policy

ACTION: Clerk to update policies and add to website
23/151 Remembrance Day Road Closure and arrangements

Brockenhurst RBL have confirmed that a service will be held at St Saviours, attendees will then walk from the church via The Rise to the War Memorial on Sway Road. Road closure to be applied for and wreath to be purchased. Twenty new poppies for the railings have been purchased along with twenty eight from previous years that are still useable. RBL poppy appeal starts on the 22nd October.

23/152 To consider quote for putting up and taking down the Christmas lights

The contractors quote for this specialist work was unanimously approved, £2100.00 + VAT to put up the lights and trees and £2100.00 + VAT to take down and all the additional associated work.

ACTION: Clerk to liaise with contractor

23/153 To consider grant application from Brockenhurst Primary School

The grant application for £4500 for a contribution to the school crossing patrol for the school year 2023/24 was approved by nine councillors, Cllr Wales declared an interest and did not vote.

ACTON: RFO to arrange payment

23/154 Clerks & RFO report

We are currently waiting to receive notice of conclusion of audit from the external auditors.

We received £500 grant from Cllr Mans towards the new play equipment which is now installed.

Ray Ridout has passed his RPII Routine Inspection of Children's Playgrounds. Valid for 3 years.

23/155 Items to note - to include items raised by members of the public:

It was agreed that clarification for the signage at Culverley footbridge should be sought from the local policing team.

Cllr Bowles advised that a local historian would like to give a presentation at one of our Parish Council meetings. The November meeting was proposed by the chairman.

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.

23/156 Recommendations from P&R Committee meeting held 13th September to be consider for ratification

A report of the meeting was given by Cllr Wales and the following items were recommended for approval: -

- a) The recommendations for future staffing arrangements for the cemetery.
- b) The recommendation for the advertising timescale and interview of the assistant clerk
- c) The recommendation of a £1000 budget for IT equipment for the assistant clerk
- d) The recommendation to spend up to £4000 + VAT on equipment for Brockenhurst Speedwatch project. The equipment will remain the property of the Parish Council.

All items were unanimously approved.

23/157 Date of Next Meeting:

Tuesday 17th October 7.00pm at Brockenhurst Village Hall

The meeting closed at 9.25pm

Signed:

Date: 17th October 2023