

**MINUTES OF A MEETING OF THE AMENITIES AND INFRASTRUCTURE
COMMITTEE OF BROCKENHURST PARISH COUNCIL HELD ON
MONDAY 13TH FEBRUARY 2023 AT BROCKENHURST VILLAGE HALL**

Present:

Cllr A Bartlett	Chairman
Cllr M Harris	Vice Chairman
Cllr K Whittle	Cllr J Korbey
Cllr P Mueller	Cllr M Croker
Heather Lawrence	Parish Clerk

Public Presentments: None

23/01 Apologies for Absence: Cllr R Bowles,

23/02 Declarations of Interest: None

23/03 Minutes of Meeting held on 8th November 2022

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

23/04 Christmas Lights

Cllr Horne gave an update on the Christmas lights and what replacement work is needed for the motifs and icicle lights.

It was unanimously agreed that a recommendation is made that up to £1000 should be spend on replacement items, this would be within the budget.

Russell was thanked for all his hard work.

23/05 Physical Asset Report

i) Cycle Racks – No problem with either racks. Once the Active Travel Scheme work is carried out it was noted that the racks outside Tesco Express will be moved.

ii) Playground

a) Bin – to review additional quote to supply and fit

Vitaplay have provided a quote for £887.50 to supply and fit the bin, which would be an additional £287.50 on the £600 budget already approved. It was noted that Vitaplay would be dispose of the existing bin and be responsible for the installing the concrete base on the mulch flooring that they layed and will make good the ground surrounding the bin. It was unanimously agreed that this quote is recommended for approval.

b) Replacement equipment ideas

It was noted that Vitaplay have offered a bespoke service to make replacement items in their workshop. Further quotes are still to be acquired.

The clerk advised that the fencing in the corner of the playground has now been fixed and new netting added above.

The new playground sign has been put up.

ACTION: Clerk to instruct Vitaplay to fit the bin

ACTION: Clerk to contact two other playground suppliers

iii) Allotments

- a) Update on turning space, fencing and water supply projects and to consider quotes for repairs to the fencing, track and gate post

The amendments have been made to the allotment lease to include the new turning space. One quote has been received and further quotes would be required before the work can be budgeted. It was noted that work on the track needs to be done soon.

Details of the water supply project will be issued in the allotment spring newsletter.

Two quotes have been received for the work on the fencing and gate post. It was unanimously agreed that the quote from Westbeam for £2225 + VAT is recommended for approval. It was noted that if a replacement gate post and fixings are not required the amount will be reduced by £175.00.

- b) Update on waiting list

There are currently eighteen people on the waiting list.

It was noted that the Lengthsman still needs to be instructed to return to take down one shed on one of the newly let plots and to burn the very large pile of debris created when the large plots at the end were cleared.

ACTION: Clerk to arrange for addition quotes for the turning space

ACTION: Clerk to send allotment newsletter to plot holders

ACTION: Clerk to contact Westbeams

ACTION: Clerk to liaise with plot holder and Lengthsman

iv) Cemetery

- a) Update on cemetery bench review and future actions

There are currently 24 benches in the cemetery. The groundsman has carried out an inspection of each bench and has prepared a written report.

It was noted that there are several benches that have been there for many years with many needing treatment. There are three benches that are currently removed and one bench that has had repairs by the groundsman and now is beyond further repair.

It was agreed that the family should be contacted.

For future bench requests a form will be issued clearly stating the details in the cemetery regulations.

It was agreed that the groundsman should not spend too much time on the upkeep of the older benches.

The potential of sourcing electricity for the shed was discussed and it was unanimously agreed that a recommendation is made for further investigations to be conducted.

Works is ongoing in the container and a quote to be provided for internal shelving.

Cllr Bartlett reported that he spent some time with the groundsman and has a better understanding of his duties.

ACTION: Clerk to contact family regarding their bench
ACTION: Clerk to make enquiries with SSE

v) War Memorial

Groundsman will be looking at options to keep the poppy wreaths in place after Remembrance Sunday as the old wooden frame is not useable.

The new signage has been added to both sides of the gate to ask people to keep the gate closed.

Cllr Croker reported that the replacement plants are in hand.

vi) Seats, Signs and Bus Shelters, etc.

- a) Update on College bus shelter & Waters Green bus shelter
To consider quote for repair of the Waters Green bus shelter

The College have been advised that their bus shelter has had graffiti painted over twice by our groundsman. They will investigate the problem and any future incidents are to be reported to the college.

The Waters Green bus shelter now has a missing lower panel. The groundsman has removed the debris and the bus shelter is still safe to use.

One quote has been received and deemed as expensive, further quotes to be obtained.

- b) To review annual bench inspection report

Cllr Croker has conducted the annual bench inspection and the report was circulated. Thanks were given to Cllr Croker for his time in carrying out the inspection and for the comprehensive report.

It was noted that there are two benches that require a second opinion, which Cllr Bartlett will conduct.

- c) Bus shelter project

One quote has been received and further quote are required.

It was agreed, subject to budget, the site opposite Gates Garage should be explored along with any possible funding options.

- d) Village Sign update

The application has been submitted but further documentation is required.

- e) To consider bench request

The request was considered by the committee but as the gentleman was not a Brockenhurst resident and due to the large number of benches already in the village it unanimously agreed to recommend that the request is declined.

ACTION: Clerk to obtain further bus shelter repair quotes & new bus shelter
ACTION: Cllr Bartlett to inspect two benches
ACTION: Clerk to research land ownership of the proposed site

ACTION: Clerk to liaise with Cllr Wingham regarding the Village sign application

vii) Storage

No issues with the New Park container. Cemetery container work is ongoing.

viii) Office 70b Brookley Road – No issues

ix) Defibrillator including training course

Replacement pads have been fitted.

The new cabinet is on order. Permission has been granted by Tesco Express for the new cabinet to be installed and agreed that we should instruct an electrician.

Ross Boyle has kindly agreed to carry out the work free of charge.

Councillors expressed their thanks to Ross Boyle for this kind gesture.

It was hoped that a training course could be arranged in conjunction with the Village Hall, when they held their training session for their new defibrillator, unfortunately this was not possible. New Forest Rotary are holding a defibrillator training session at the Village Hall.

ACTION: Clerk to arrange for the cabinet to be fitted

ACTION: Clerk to check details for defibrillator course at the village hall

23/06 Infrastructure Reports

a) Fire Bell Post

Cllr Whittle advised that arrangements are ongoing with Farwells to inspect the post.

ACTION: Cllr Whittle to contact Farwells

23/07 Highways

a) Grigg Lane Update – work is still to be completed. Clerk to chase.

b) Sway Road traffic problems update

We received a response from HCC regarding our request for parking restrictions to be considered and unfortunately there are limited resources and the need to prioritise locations that has a known accident history.

In the future there may be a change of policy that will allow for Parish Council to apply for Traffic Regulation Orders which would include parking restrictions.

ACTION: Clerk to contact HCC regarding Grigg Lane

23/08 Update on Brockenhurst entry signage and tourist signage - Ongoing

ACTION: Cllr Harris to contact HCC

23/09 Update on LCWIP

ClIr Mueller advised that HCC are currently auditing new routes for the New Forest. It was noted that there is a steering group meeting on the 22nd February.

23/10 Update on possible CCTV in Brockenhurst – ongoing

23/11 Any Other Items – It was noted that the date of the next meeting (2nd May) would fall just before the elections with the next Parish Council meeting due after the elections. It was agreed that a new date should be considered.

23/12 Next Meeting: TBC

The meeting closed at 8.45pm

Signed:

Date: 6th June 2023