

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL  
HELD ON TUESDAY 19<sup>th</sup> MARCH 2024 AT BROCKENHURST  
VILLAGE HALL**

<b>Present:</b>	Cllr P Wales	Chairman
	Cllr R Horne	Vice Chairman
	Cllr J Wingham	Cllr J Korbey
	Cllr R Bowles	Cllr K Whittle
	Cllr P Pearse	Cllr A Bartlett
	Cllr M Harris	Cllr R Wolstenholme
	Cllr K Mans	Hampshire County Councillor from 7.40pm
	Cllr A Parker	New Forest District Councillor
	Mrs H Lawrence	Parish Clerk

Nine members of the public

**Public Presentments:**

Three members from Greener Brockenhurst gave a presentment regarding a Climate and Nature Emergency. The aim was to ask the Parish Council to pass a resolution to declare a climate and nature emergency and to make some changes to some of its future actions.

**24/44 Apologies for absence:** Cllr P Hollins

**24/45 Declarations of Interest/Requests for Dispensation**

Cllrs Bartlett & Korbey declared an interest in accounts for payment 24/52.

**24/46 Minutes of the Meeting held 20<sup>th</sup> February 2024**

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

**24/47 County Councillor's Report**

Cllr Mans reported that the budget was discussed last month and has now been fixed. £175,000 for facilities for the elderly, extra care and nursing. Two homes are closing in the New Forest in Lyndhurst and Lymington.

It was reported nationally that there are fewer children back to school, but the figures are lower in Hampshire.

Cllr Mans devolved budget will re-open at the end of May 2024.

Cllr Mans was thanked for his help in resolving a problem with flooding in Wilverley Road.

**24/48 District Councillor's Report** – Cllr Parker reported that he was concerned

regarding the proposed Hampshire County Council cuts in their Future Services Consultation. It is of concern that the Marchwood household waste and recycling centre could close. He urged councillors to complete the HCC Future Services Consultation.

## **24/49 Update on Martin's Corner Footbridge**

Cllr Wales explained that following the last meeting further clarification is needed from Hampshire County Council and Forestry England regarding ownership.

**ACTION: Clerk to contact HCC**

## **24/50 Reports and response to Consultations:**

- i) Events Committee meeting held 21<sup>st</sup> February 2024

Cllr Pearce gave an update on the meeting which included the arrangements for the 80<sup>th</sup> Anniversary of D Day event on the 1<sup>st</sup> June 2024.

- ii) Planning committee meetings held 27<sup>th</sup> February 2023

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

- iii) Brockenhurst Flood Action Group meeting held 28<sup>th</sup> February 2024

Cllr Horne gave an update on this positive meeting; it was noted that it has taken five years to convene the meeting at which representatives from NFNPA and Environment Agenda were in attendance. Peter Hebard was thanked for his continuing hard work. Chris Wilson from Balmer Lawn Hotel was also thanked for facilitating the meeting.

Cllr Mans was unable to attend the meeting but was invited to join Peter Hebard on a tour of the village and the key flooding areas.

- iv) P&R committee meeting held on 5<sup>th</sup> March 2024

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

- a) The recommendation to increase the allotment fees by 4.9% from 1 April 2025.
- b) The recommendation to award a grant to Brockenhurst Parochial Church Council for £1,107.70.
- c) The recommendation to earmark £1,000 from reserves for 2024/25 for the Commemorative Plaque Scheme.
- d) The recommendation for £500 for the Chairman's allowance for 2024/25.
- e) The recommendation for the contract for both groundsmen to include the option to carry forward up to one-week unused holiday entitlement into the next holiday year.
- f) The recommendation that R Rideout is permitted to carry forward five days of holiday entitlement into 2024/25.
- g) The recommendation to increase both groundsmen's hourly rate by £1.02 from 1 April 2024.
- h) The recommendation to increase L Chambers contracted hours to twenty per week from 1 April 2024.

- i) The recommendation to approve the office staff contract amendments, as per the P&R minutes 13<sup>th</sup> September 2023, which clarified the rate of holiday pay, the process of pay reviews and the procedure for reporting sickness absence.

All items were unanimously approved.

- v) Consultative Panel meeting held on 7<sup>th</sup> March 2024

Cllr Korbey gave a report on issues discussed including fly tipping, animal accidents. Brian Tarnoff was elected as Chairman.

- vi) NFALC meeting held on 18<sup>th</sup> March 2024

Cllr Korbey gave a report on issues discussed including reports from NFNPA regarding planning, NFDC regarding improvements to IT and community grants. It was felt that the annual appointment process could be improved and Cllr Korbey will address this with the committee.

- vii) New Forest Water forum held on 18<sup>th</sup> March

A celebration of the work of the New Forest catchment partnership, emphasising the special nature of the Forest freshwater habitats, attend by Cllrs Wales and Horne.

## 24/51 Correspondence

A question was raised to councillors whether the correspondence list compiled by the clerk is still required. Cllr Wingham advised that he did use the list and therefore the list will continue to be produced and circulated to councillors.

## 24/52 Accounts for payment: Proposed, seconded and agreed;-

P Reynolds (Fair Account)	internal audit fees	£250.00
Brockenhurst FC	share of toilet hire for D-Day event	£876.00
Lyndhurst Landscaping	War Mem maintenance (2 months)	£363.00
J Humphry Associates Ltd	payroll services	£39.60
Streets Ironmongers	supplies	£20.40
Forestry England	allotment site rent	£325.00
Brockenhurst Village Hall	playground site rent	£1.00
J Korbey	travel expenses	£27.00
SLCC	employee training courses	£72.00
J Hooper (Forest PC Training & Services)	employee training	£210.00
HALC	annual conference fees	£180.00
Maria Jones Funeral Directors	refund of overpaid fees	£811.88
Wessex Windows	February office windows	£12.00
Viking	Stationary	£17.33
<u>Payments Made</u>		
P&D Hannon	office rent	£625.00

**24/53 To consider the Blue Plaque scheme for Brockenhurst**

Cllr Horne confirmed that planning permission was not required by the NFNPA if the buildings are not listed.

Friends of Brockenhurst have confirmed that they will not pursue the scheme in favour of the Parish Council.

There was a request for a map to be made in the future showing the plaques locations. It was unanimously agreed that various arrangements would be needed for the Parish Council to lead on the scheme including a policy, a panel made up of members of various local organisations and funding. P&R committee to oversee.

**ACTION: RFO to include scheme on the next P&R agenda**

**24/54 To consider expenditure and final arrangements for the Citizens Awards 2024**

There were a good number of nominations which were judged by Cllr Wales, Reverend Simon Newham and the chair of Brockenhurst Village Trust, Kevin Plummer and a winner for each of the categories were decided.

Letters will be sent to all nominees in early April and the winners invited to the Annual Parish Meeting to collect their award.

A £200 budget was unanimously agreed for the purchase of the awards.

**ACTION: Clerk to send letters and arrange for the purchase of the awards**

**24/55 Update on arrangements for the Annual Parish Meeting 24.4.24**

It was noted that our APM is clashing with the PCC Annual meeting, which will be noted to be checked before next year's date is set.

The clerk gave an update on arrangements and it was agreed that the reports should be kept to a minimum.

**24/56 Clerks & RFO report**

It was noted that all the risk assessments are up to date,

The asset check is ongoing and the auditors next visit is due on the 3<sup>rd</sup> June.

The Local Council Award Scheme submission will be made for the September round.

The wood in the Watersplash bench has been removed as rotten and arrangements will need to be made for the wood to be replaced.

The Watersplash board will be dealt with by Cllr Whittle before Easter.

Southern Water are holding an event at West Totton Community Centre 21<sup>st</sup> March.

PC Mark Roberts will be holding his beat surgeries in the Parish Council office on the following dates:-

9<sup>th</sup> May, 6<sup>th</sup> June, 4<sup>th</sup> July, 29<sup>th</sup> August, 26<sup>th</sup> September, 24<sup>th</sup> October, 21<sup>st</sup> November and 19<sup>th</sup> December.

The clerk will attend the NFDC Community Forum with Cllr Horne on the 27<sup>th</sup> March.

A reminder that the HCC Future Services consultation is open until the end of March and councillors had agreed to make individual submissions.

#### **24/57 Update on the cemetery arrangements**

Cllr Horne gave an update regarding the ongoing maintenance arrangements for the closed section of the churchyard.

Anzac arrangements are being made by Brockenhurst RBL, who have been advised they need to liaise with NFDC regarding risk assessments. Concerns were also raised regarding the route within the churchyard that attendees should walk to get the Commonwealth War Graves.

#### **24/58 Items to note - to include items raised by members of the public**

Cllr Wingham requested that there is village diary for all events.

Cllr Horne reminded everyone to help with the councillor's office rota. Help might be needed with items in the container.

Cllr Wales, thanked Greener Brockenhurst for the presentment, suggesting Councillors discuss not only the content but the implications which councillors accepted. Item for the next agenda.

#### **24/59 Date of Next Meeting**

Tuesday 16<sup>th</sup> April 2024 Parish Council Meeting at Brockenhurst  
Village Hall

Wednesday 24<sup>th</sup> April 2024 Annual Parish Meeting at Brockenhurst  
Village Hall

Signed:

Date: 16<sup>th</sup> April 2024