

**MINUTES OF THE MEETING OF BROCKENHURST PARISH COUNCIL
HELD ON TUESDAY 16th JULY 2024 AT BROCKENHURST VILLAGE HALL**

Present:

Cllr P Wales	Chairman	
Cllr R Horne	Vice Chairman	
Cllr A Bartlett	Cllr J Korbey	
Cllr J Wingham	Cllr R Wolstenholme	
Cllr P Hollins	Cllr K Whittle	Cllr P Pearse
Cllr A Parker	New Forest District Council (until 7.30pm)	
Mrs H Lawrence	Parish Clerk	
Five members of the public		

Public Presentments:- None

24/124 Apologies for absence: Cllr M Harris, Cllr R Bowles, Cllr Keith Mans

24/125 Declarations of Interest/Requests for Dispensation

Cllrs Bartlett declared an interest in accounts for payment 24/133

Cllr Wales declared an interest in 24/128 iii (e)

24/126 Minutes of the Meeting held 18th June 2024

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

24/126 County Councillor's Report – in the absence of Cllr Mans no report was received

24/127 District Councillor's Report

Cllr Parker gave a report on which organisations will receive a contribution from his annual NFDC grant allowance.

Cllr Parker read out a statement regarding the NFDC toilet block and his recent actions.

24/128 Reports and response to Consultations:.

- i) Events committee meeting held 19th June 2024

Cllr Wolstenholme reported that it was agreed that the commemoration event for the 80th Anniversary of D Day was successful.

Arrangements are in hand for the Christmas Fun Evening on the 6th December 2024.

2025 national and local dates for events/commemorations were discussed. Consideration was given as to whether a commemorate event should be held for either VE Day (8th May 2025) or VJ Day (2nd September 2025). Further advice on national opinion is being sourced from the national RBL.

- ii) Planning Committee meeting held 25th June 2024

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

- iii) P&R committee meeting held 2nd July 2024

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

- a) The recommendation to form an assessment panel/working group for the commemorative plaque scheme which will include Tony Johnson, Sue Lynes and Friends of Brockenhurst. Cllr Horne to lead.
- b) The recommendation to approve the P&R committee amended terms of reference
- c) The recommendation to approve the Disciplinary Policy, Grievance Policy, Complaints procedures and Health and Safety policy.
- d) The recommendation to approve the amended employee sickness absence policy

All items were unanimously approved.

- e) The recommendation to award a grant of £4500 towards funding of the school crossing patrol.

Cllr Wales declared an interest and did not vote.
The was approved by seven councillors with one objection.

- iv) Quadrant meeting held 2nd July 2024

Cllr Wingham gave a report on the meeting which included items the periodic review of the NFNPA local plan, flooding and bridges.

24/129 Update on the NFDC toilet block

Following on from item 24/127, Cllr Wales stated that he reported Cllr Parker's actions to New Forest District Council Street Scene under the Nolan Principles given that the toilet block is their asset. There was a short discussion regarding the current status of the toilet block any future improvements by NFDC.

24/130 Review of the Four year plan and to approve future actions

The following proposals were unanimously agreed:-

- a) the existing Vision Statement was confirmed with no amendments.
- b) To continue with councillor's surgeries in the current format, to be reviewed annually. A way of increasing awareness of the surgeries is required.
- c) The chairman to continue holding quarterly stakeholder meetings with increased feedback to councillors.
- d) Communications

The online news sheets to continue in the current format and to continue to encourage residents to sign up. Options for a printed news sheet to be delivered to residents to be explored. Two printed news sheets will be designed and printed, one in November, ready for the Christmas fun evening. The second ready in good time for the Annual Parish Meeting.

It was also agreed to go live with our Facebook page and this will help to promote the news sheet, councillors surgeries and other PC news. It was noted that some training is required for the clerk and assistant clerk.

Any future plans for a Village Directory will be discussed at the June 2025 review.

The office digital screen will be reviewed and the assistant clerk will start to obtain quotes for a new Parish Council website.

- e) Christmas lights to continue with the current resources
- f) Citizens Award to continue with the working party to consider any changes.
- g) Village Centre Strategy working group to arrange a meeting as soon as possible with a decision of which representatives from non-council organisations are to be invited to attend future meetings.
- h) Flooding to be added to the four year plan, which will be led by Cllr Bartlett with help from Cllr Horne. The aim is to mitigate flooding in Brockenhurst.

An update was given on comments, ideas and presentments received in the January 2024 which included:-

Clean Rivers Campaign

Footpaths – a meeting is due to be arranged with the new HCC Community Engagement Officer.

Police Community Fraud Scheme – a public event has been arranged for the 29th October 10-12 at the Village Hall

Greener Brockenhurst it was agreed should be involved in the future cycle rack selection for Brookley Road.

Greener Brockenhurst request to pass a resolution declaring a climate and nature emergency – It was agreed that no further action would be taken by the PC and that our current position is that to “continue to support local climate and environmental initiatives”. Any other issues can be looked at by our Climate Action Group, who’s mission and aims are:- To take practical actions in our local area to raise awareness. To enhance our local environment and to strive for carbon neutrality.

Following recent discussions and a presentment from a Brookley Road business regarding road closure applications for events in Brookley Road. It was agreed that the Parish Council would only support NFDC road closure consultations for the annual Pancake Races, Christmas Fun Evening and any national event which the Parish Council Events Committee organise.

Cllr Hollins suggested that it would be good to find a way to engage with the whole community and if there was some kind of event that could help this to happen. Ideas to be discussed.

ACTION: Clerk to look at delivery options

ACTION: Clerk to obtain quotes for newsletter design and printing

ACTION: Clerk to source training

ACTION: Assistant Clerk to obtain website quotes

24/131 Update on Brockenhurst Speedwatch

Cllr Wales advised that the group has completed all the Police requirements.

The initial group of volunteers has decreased but there are still enough to run the group and the appointment of members for the constitution is still to be completed.

24/132 Correspondence

i) Community Rail Partnership

Cllr Wales gave an update on the current status of the Parish Council and the ongoing issues. It was agreed that an official complaint should be lodged.

- ii) **BVT hall survey** – to be completed by the 20th August – noted.

24/133 Accounts for payment: Proposed, seconded and agreed.

Accounts For Payment:

J Humphry	payroll service	£39.60	
R Rideout	reimburse expenses	£4.05	
The Play Inspection Co	playground inspection	£99.00	
Gates Engineering	fuel	£14.89	
Streets Ironmongers	supplies	£7.88	
Brockenhurst Allotment Assoc	subscriptions paid via PC	£10.00	
Vision ICT	website hosting & support	£290.26	
HALC	councillor training	£36.00	
Wessex Windows	June window cleaning	£12.00	
Viking	Stationary	£114.64	
Lyndhurst landscapes	War Mem maintenance	£230.04	
Westbeams	Allotment tree work	£3780.00	
Brockenhurst Village Hall	hall hire	£117.50	
Mint Garden	Lengthsman (BPC)	£72.00	
Corbins	Voucher	£35.00	
Niccolls Plant Hire	Allotment works	£8004.00	
J S Arnold	bus shelter repairs	£630.07	deposit

Payments Made:

P&D Hannon	office rent	£625.00
BT	office communications	£69.16
Unity Trust Bank	bank charges	£40.20
Mailchimp	subscription	£12.36
Tesco	meeting refreshments	£15.25

24/134 To consider insurance renewal quotes

The renewal price has been received from the existing insurer but alternative quotes are still to be received. It was agreed that the clerk and RFO will compare quote and take a policy, possibly again with a three year service level agreement. The main policy and cyber insurance to be obtained within the budget of £2000.

24/135 Clerks & RFO report

Lengthsman cutting playground hedge 17.7.24, subject to any birds nesting
Work on the cemetery gate and fencing will take place Tuesday 23rd July
Work on the Watersplash bench – date for install to be confirmed
Work on the Waters Green bus shelter is due in late August and take up to three day.
The work on the allotment internal track has now been completed.
We are currently in the process of re-letting vacant allotment plots from the waiting list.

24/136 Items to note - to include items raised by members of the public - none

24/137 Date of Next Meeting:

Tuesday 17th September 7.00pm at Brockenhurst Village Hall

The meeting closed at 8.20pm

SIGN:

DATE: 17th September 2024