

**MINUTES OF A MEETING OF THE AMENITIES AND INFRASTRUCTURE
COMMITTEE OF BROCKENHURST PARISH COUNCIL HELD ON
TUESDAY 6th AUGUST 2024 AT BROCKENHURST VILLAGE HALL**

Present: Cllr A Bartlett Chairman
Cllr M Harris Vice-Chairman
Cllr R Horne Cllr J Korbey Cllr P Hollins
Heather Lawrence Parish Clerk
No members of the public

Public Presentments: None

24/24 Election of Chairman - Cllr Bartlett was unanimously re-elected as chairman

24/25 Election of Vice Chairman - Cllr Harris was unanimously re-elected as vice chairman

24/26 Apologies for Absence: Cllr Whittle

24/27 Declarations of Interest: 24/30viii Cllr Harris

24/28 Minutes of Meeting held on 7th May 2024

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

24/29 Christmas lights

Cllr Horne explained that some work is required to create some external trips for the lights. It was confirmed that the brackets for the icicle lights are inspected on installation. PAT testing is due to be carried out in early October 2024.

24/30 Physical Asset Report

i) **Cycle Rack** – no work required.

ii) **Playground**

a) To review annual inspection report

The report has been circulated and it was noted that the two medium risk items are in hand. The swing is currently chained up until the loose fixings can be inspected. Groundsmen are dealing with other items on the report and quote will be obtained as required.

b) To consider future plans for the playground equipment

Several items were installed in 2011 and consideration should be made to what items might need to be replaced and what should be included in the 25/26 budget. Most of the older items are wooden and are showing signs of age. One possible idea is a see-saw and local users of the playground could be asked their opinion, if required.

Tree inspection is due to be carried out W/C 12th August.

ACTION: Clerk to obtain estimates for replacement playground items

iii) Allotments

a) Update on waiting list

Currently fifteen people, which will reduce as vacant plots are currently being re-let.

b) To consider a request by the Brockenhurst Allotment Association

Brockenhurst Allotment Association has made a request for any suitable area near to the gates that could be used as a shared space for any events and deliveries. Since the last A&I meeting further consideration has been made and a site visit has taken place of a suitable vacant plot near the entrance to the allotments.

It was agreed that the front of a vacant plot including a shed would be suitable. Once some work has been carried out at the rear of the plot then the plot can be divided, including an area to the front. It is unanimously agreed to recommend that part of the front plot including the shed is allocated to the Allotment Association free of charge, on the understand that if it is not successful that the area will be re-let.

Micro plots could be created in part of the remaining section of this plot, but further information is to be obtained from the Allotment Society. Item for the next agenda.

c) To consider quotes for clearing plots

Only one quote has been obtained so far, it was noted that it is proving difficult to find contractors that want to carry out the work but more enquiries for quotes will be made.

ACTION: Clerk and Cllr Bartlett to obtain quotes for plot clearing

ACTION: Clerk to source information about micro plots from the Allotment Society

iv) Cemetery

a) Review of our Cemetery Regulations

There are several sections of the Cemetery Regulations that need to be reviewed including Exclusive Right of Burial, double depth plots, memorials and benches.

Cllr Horne explained the details for each of the elements and it was agreed that the clerk would look at some potential wording for the proposed changes and the draft circulated to the committee for the next committee meeting.

b) To consider quotes for solar panels on the roof of the shed

One quote has been received and more to be obtained.

An update was given on the memorial benches and consideration needs to be given to the future management of the benches and what the Cemetery Regulations state that the Parish Council will be responsible for and for how long and what should happen once the bench is in poor condition. It was agreed that ten years is a realistic timescale for a bench. Cemetery Regulations to be reviewed.

ACTION: Clerk to create draft amendments to the Cemetery Regulations

ACTION: Clerk and Cllr Bartlett to obtain quotes for solar panels

v) War Memorial

Tree inspection is due to be carried out W/C 12th August.
Work is scheduled for the groundsmen to treat the wooden fencing with wood preservative.

It was agreed that late October would be a good time to arrange the planting of the new plants. It was noted that due to plant availability and lack of storage it is likely that the plants will not all be planted on the same day. Clerk to make enquiries with local suppliers.

ACTION: Clerk to source plants

vi) Seats, Signs and Bus Shelters, etc.

- a) Update on Village Sign – Cllr Wingham is consulting with previously sourced suppliers for new quotes.
- b) Update on Brockenhurst entry signage project

Cllr Harris has completed the application form, which the Clerk will be submitting to HCC. Brockenhurst Business Association and the Friends of Brockenhurst have given their written support.

The repairs to the Waters Green bus shelter are scheduled from the 27th August.
Groundsmen to clear brambles in advance of the work.

A reply from NFDC regarding the potential bus shelter on Sway Road is still outstanding.

vii) Fire Bell post – all work has been carried out

viii) Storage Review of New Park container and renewal of lease

It was agreed to recommend that the lease is extended.

ACTION: Clerk to contact New Park

ix) Office 70b Brookley Road - A cleaner is still required

ACTION: Clerk to ask local businesses

x) Defibrillator

Cllr Wolstenholme continues to carry out the regular inspections and the clerk updates on the online website "The Circuit".

24/31 Infrastructure Reports

There are some signs that are dirty in Meerut Road and Rhinefield Road. Further details to be obtained and passed to Lengthsman.

Comments have been received from several residents that the village is looking messy with rubbish and vegetation.

ACTION: Clerk to email NFDC for schedule of any maintenance/tidying

24/32 Highways

Concerns continue to be raised for the road surface at the Watersplash. It was noted that pothole repairs have been carried out.

Concerns regarding the large dip in the road at Grigg Lane. We were last advised by HCC that this was an issue for Southern Water.

An update to be obtained from HCC regarding the outstanding work on The Rise.

It was noted that there is a large pothole on the Sway Road railway bridge, which has been reported.

It was noted that the results of the Brookley Road drainage survey are due to be received soon.

ACTION: Clerk to contact HCC Highways re Watersplash

ACTION: Clerk to chase Southern Water re Grigg Lane

24/33 Lengthsman Scheme

The clerk gave details of this ongoing scheme so that all of the committee are aware of what resources are available. Noted.

24/34 Update on NFDC CCTV Scheme

An update on the three proposed sites for cameras for Brockenhurst is due from NFDC.

24/35 Review of this committee's Terms of Reference

No amendments, meetings to remain as four per year.

24/36 Budget for 2025/26

The Clerk reminded the committee to consider items for the 25/26 budget ready for a final recommendation to be made at the October committee meeting. Noted.

24/37 Any Other Items

An update on Sparks Green was requested, it was noted that this has been recently chased for an update. Grass cutting on Sparks Green to be reviewed.

24/38 Next Meeting: Tuesday 1st October 2024 Brockenhurst Village Hall or sooner if required.

The meeting closed at 9.00pm

Signed:

Date: 1st October 2024