

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL  
PERSONNEL AND RESOURCES COMMITTEE HELD  
ON TUESDAY 8th JANUARY 2018 AT THE VILLAGE HALL  
(This meeting is the one postponed from 12th December 2017 due to illness)**

**Present:** Mr. J. Wingham Chairman  
Mr. J. Korbey Mr. H. Oram  
Mr. P. Wales  
  
Mrs. M. Pattison Parish Clerk

**18/01 Apologies for absence:** Mrs. M. Holding

**18/02 Declarations of Interest/Requests for Dispensation**

**18/03 Minutes of Meeting held on 7th November 2017.** The Minutes were signed as a correct record.

**18/04 Matters Arising not already on Agenda**

i) Review of Risk Assessments. Illness during December has delayed the review of the risk assessments. **Action: HO/Clerk.**

**18/05 Budget comparison and Precept Requirement for 2018/19**

The Tax Base figures have now been received and they show a small reduction in the number of dwellings. Consequently, in order to avoid any increase in the Band D Council Tax a small reduction has been made in the precept figure. It is anticipated that the number of dwellings will rise again soon due to new developments. A precept of £79,080 is to be recommended, retaining a Band D figure of £42.49.

**18/06 Playground surfacing replacement and potential re-location of adult cross trainer**

The decision on the playground surfacing is to be delegated to the Clerk in conjunction with the Chairman of Amenities in order to expedite the work. A very reasonable quote has been received for replacement of two areas of grass with rubber mulch and improvement of the worst of the grass matting. The suggestion has been made that the adult cross trainer could be moved to the MUGA area as it would be more suitable there. The MUGA group are aware of this move and it is to be investigated. The equipment for the MUGA site agreed in November is being purchased at present. **Action: Clerk.**

**18/07 General Data Protection Regulation - May 2018**

The Chairman of PC attended a seminar run by NFDC on 12th December. This is an onerous piece of legislation which will require significant preparation work. The timescales will be short as the details are still not finalised. There is a need to appoint a Data Protection Officer. It appears the requirements, which are being applied to all organisations, are disproportionate when relating

to Parish Councils. It will be discussed at the NFALC meeting on 18th January and the Quadrant meeting on 13th February. We may need to seek support from our District Councillors.

#### **18/08 Draft policies for consideration**

The draft policies are a work in progress. **Action: Clerk.**

#### **18/09 Website and Social Media**

We still have some teething problems with the website in that the fonts do not display correctly on all platforms and sometimes the photos are distorted too. These issues are being taken up with the provider. **Action: MB.**

Social media will not be instigated until the website problems have been solved.

#### **18/10 Grant application – HomeStart New Forest**

HomeStart have applied for a grant for their work in supporting a family here but no grant is to be recommended.

**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.**

#### **18/11 Christmas Bonuses for Employees**

Christmas bonuses are to be recommended for the Clerk, and both Groundsmen. **Action: Clerk.**

#### **18/12 Review of payment level for Lengthsman scheme**

It is to be recommended that the payment level for the Lengthsman is increased from £18 ph to £20 ph. This will be the first increase in four years. **Action: Clerk.**

#### **18/13 Succession planning**

The succession for the Clerk will need to be delayed until the summer due to pressure of work and the new GDPR. It is anticipated that the new Clerk will be able to start in September, having had a hand-over period during the summer.

#### **18/14 Any Other Business**

None.

**18/15 Date of next meeting - 6th March 2018 7.00pm.** The meeting closed at 8.45 pm.