

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL  
HELD ON TUESDAY 17th March 2020 AT BROCKENHURST VILLAGE HALL**

**Present:** Mr. M. Harris Chairman  
Mrs. R. Bowles Mr. M. Croker  
Mr. J. Wingham Mr. R. Horne  
Mr. J. Korbey Mrs. P. Mueller  
Mr. H. Oram Mr. K. Whittle  
Mr. R. Wolstenholme  
Mr. J. Bailey Deputy Parish Clerk  
Mrs. M. Pattison Parish Clerk

Lymington Times

and one member of the public.

**Public Presentments**

Three items were raised; Pavements in Brookley Road are still poor while the A337 is being extensively refurbished despite there being no obvious requirement. As a result Meerut Road is closed to enable site storage. In addition all the extra diverted traffic is causing a lot of damage to the verges on Waters Green. It was asked whether the PC had been informed in advance.

**20/34 Apologies for absence:**

Mr. P. Wales HC Cllr. K. Mans DCllr. Mrs. M. Holding

**20/35 Declarations of Interest/Requests for Dispensation:** Cllr. Harris declared that he is a governor of Brockenhurst Primary School.

**20/36 Minutes of the Meeting held 18th February 2020.** It was resolved to adopt as a correct record the Minutes of the previous meeting.

**20/37 Matters Arising:**

i) Closure of postbox in Brookley Road. The Royal Mail has confirmed that the closed box will be replaced by moving one from within the village but cannot yet say which one will be moved or where it will be installed.

ii) Cash Machine on the A337. It was confirmed that this is now commissioned, stocked and working, providing access to cash without being charged.

**20/38 County Councillor's Report**

In the absence of Cllr. Mans there was no report.

### **20/39 District Councillor's Report**

Michael Harris noted that Coronavirus has almost fully closed down the district council areas apart from Planning and the direct delivery of services. It was noted that NFDC are planning to approve a shared ownership scheme for residents to allow a foothold on the property ladder but there was a question as to whether sufficient land is available for this. NFDC collects council tax on behalf of the County Council, Police etc. but whether they will provide a council tax holiday for residents similar to the mortgage holiday being proposed by the government is not yet known.

The Pre-school intend to move from the Village Hall this year but they were not successful in their grant application towards the cost of the new building on the Primary School site. The viability of the Pre-school could have a knock-on effect on the Primary school.

### **20/40 Annual Parish Meeting**

This item was taken with agenda item 20/43.

### **20/41 Brookley Road Carpark**

Councillor comments have been fed back to NFDC and the proposed layout has largely been received positively.

### **20/42 Footpath 15 – South Weirs**

Footpath 15 is being worn away where it passes along the stream behind Ford Farm. The HCC Countryside Service will make a site visit. We will investigate whether Section 106/Rural Communities funding could be available. Action: Clerk.

### **20/43 Draft Financial Regs**

Three items were proposed for adoption, having been circulated in advance. They were adopted without amendment:

- i) Draft Financial Regulations
- ii) Personnel & Resources Committee Terms of Reference
- iii) Internal Financial Control Policy.

### **20/44 Coronavirus**

It was resolved that the 2020 Annual Parish Meeting be postponed, with no new date set, until the Coronavirus situation is clearer. The chairman stated that the current, unprecedented situation means that running parish council public meetings and council run events goes against advice. It was resolved that Parish Council Meetings in April and May 2020 be cancelled, and the VEDay75 celebrations on May 8th, be postponed until VJ Day on 15th August. It was also resolved that Planning Committee business needs to continue,

but that all comments from the Planning Committee and members of the public will be managed by email or phone calls into the office until further notice.

In order to enable parish council business to continue while the Coronavirus situation is ongoing, it was resolved to increase the delegated spending authority for the Clerk by £500 to £2000 in accordance with 4.5 of the council's adopted Financial Regulations.

#### **20/45 Spring Newsletter**

It was resolved that the Spring Parish Council Newsletter be postponed until or unless we have further information to put in it regarding the coronavirus situation as many activities are now being placed on hold.

#### **20/46 Bournemouth Airport Consultation**

The Parish Council comments for submission to the consultation process were agreed. Russell Horne was thanked for co-ordinating the response. It was noted that the NPA adopted a very similar position. **Action: Clerk/RH.**

#### **20/47 Clearance of Roadside Ditches**

There are a number of roadside ditch issues that the Parish Council have not been able to resolve successfully due to uncertain responsibility. Michael Croker has investigated the legal position under S.11 of the New Forest Act 1949. It was resolved that the council should continue to attempt to get the relevant parties to agree who is responsible for the clearance of overflowing roadside ditches. **Action: Clerk.**

#### **20/48 New Forest Spring Clean Campaign**

This has been postponed by NFDC until September 2020.

#### **20/49 Reports and response to Consultations**

i) Planning Committee. John Korbey reported on the February Planning committee. As noted above it was confirmed that until further notice Planning comments will be managed by email / phone calls.

ii) Events and Village Events Committees. Jim Bailey reported that the Pancake Day races went well. The Parish Council Events committee were now focusing on activities that will bring people and trade into the village over the next two or three years. The village Events committee was focusing on VEDay75 but this event has now been postponed.

iii) Personnel and Resources Committee. It was resolved to ratify the following items:

- a) Holidays at Home - £250; Royal British Legion - £600;
- b) Brockenhurst Pre-School (Conditional upon the project going ahead) - £1,000;
- c) Brockenhurst Friday Club - £500

- d) RBL contribution towards cost of ANZAC and Remembrance Day Services (to be paid in 2020/2021 financial year - £600
- e) Cemetery Fees - Proposed increase of 2% in 2020-2021
- f) Tree work in Churchyard and Allotments - £2,485 for the Churchyard and £312 for the Allotment.

(See Confidential Items under item 21 on Agenda)

iv) Consultative Panel - John Korbey reported that there was discussion on Climate Change and Nature Emergency and how these are linked. The National Park is aiming to be Net Carbon Neutral and have a Woodland Carbon Code.

v) College Liaison - Discussions covered the usual student litter hotspots in the village, and a proposal for a Climate Action day in September to get students thinking about positive action they can take. This ties in with the Parish Council activity in this area.

vi) Climate Action - Jim Bailey reported on the first working party meeting. Terms of Reference are still to be agreed, but it was resolved to postpone this activity until the current Coronavirus situation is clearer.

vii) S106 Working Party - This meeting focused on positive actions to take, earlier meetings having identified activity that is allowed under this legislation. Action is focusing around improvements in the village centre and possibly some planting at or around the station.

## **20/50 Correspondence**

Friends of Brockenhurst have written to thank the Parish Council on its actions to alleviate flooding around the village. It was resolved to reply to this thanking them for the note and assuring them that this activity will continue.

## **20/51 Accounts for payment.** Proposed, seconded and agreed.

It was noted that two councillors declared an interest. John Wingham in items ix & xv; Russell Horne in item vii.

- i) Brock Village Hall - Office Rent - January to March 2020 - £687.50
- ii) Streets Ironmongers - supplies - £64.40
- iii) Surrey Hills Solicitors - New Office Lease - £600
- iv) Mint Gardens Ltd. - Lengthsman - Brockenhurst - £276, Sway - £516
- v) NFDC - TEN Licence Fee VEDay75 - £21.00 (Paid on PC Credit Card)
- vi) SPG Mowers - Trimmer Head - £35.50
- vii) Mr R. Horne - Festive-Lights.com - Christmas Lights - £99.97
- viii) EDGE IT Systems - Memorial Inspections - £450
- ix) Astirvant - Cycle Racks for Village Hall - £2,080.20
- x) Forestry England - April 2020 to March 2021 Allotment Rent - £265
- xi) Greenbarnes Churchyard Noticeboard - £889.20
- xii) Ace Office Supplies - Fleece Jackets - £51.60
- xiii) Mileage - Romsey and Eastleigh - J. Bailey - £30.60
- xiv) Brightpay - PAYE Subscription - 2020/21 - £130
- xv) Speechley - Cycle Rack Installation - £350

- xvi) New Milton Glass - Churchyard Shed - £47
- xvii) BT Phone Bill - £60.98
- xviii) Hambrook Garden Supplies (topsoil for churchyard) - £139.97 paid on the credit card.

## **20/52 Items to note - to include items raised by members of the public**

It will be investigated as to whether Meerut Road will only be closed when the road works are active. It was noted that it is disappointing that Hampshire County Council do not consult on these things and these pavement improvements were not subject to any consultation and started within weeks of being notified.

Mary Pattison, at her last meeting as Clerk of Brockenhurst Parish Council was presented with a scroll giving her the Honorary Freedom of the Parish (this is to be signed and framed on the return of the chairman). She thanked the council and presented them with a framed map of the New Forest dated 1971 to be hung in the new office once it is completed.

Michael Croker reported that the Partridge Road Residents Parking Scheme renewal is not working properly. Emails had been sent by residents to Cllr Keith Mans but no response has yet been received.

Richard Wolstenholme asked if we could publicise BrockCare on our website as offering assistance with the Coronavirus situation. It was confirmed that we had been contacted, will support and have already put links to them on our website front page. John Wingham explained that there were several formal and informal schemes in place, some using technology solutions such as WhatsApp to support local communities, often just within individual streets.

## **20/53 Date of Next Meeting**

The meeting closed at 8:45 pm. Date of next meeting: 21st April 2020 to be cancelled. The Annual Meeting of the Council on 19th May 2020 7:00 pm is subject to review

**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.**

## **20/54 Ratification of Confidential P&R Items**

It was resolved to accept the recommendations of the P&R Committee relating to the permanent employment of the new Clerk and the pay increases for the permanent staff of the council.