

**MINUTES OF A MEETING OF THE AMENITIES AND INFRASTRUCTURE
COMMITTEE OF BROCKENHURST PARISH COUNCIL HELD ON
MONDAY 10th FEBRUARY 2020 AT BROCKENHURST VILLAGE HALL**

Present:

Ros Bowles	Michael Croker
John Korbey	Kevin Whittle
Mary Pattison	Parish Clerk
Jim Bailey	Deputy Clerk

In attendance: Russell Horne

20/01 Election of Chairman

In the absence of Harry Oram, Michael Croker was elected to chair the meeting.

20/02 Apologies for absence Harry Oram

20/03 Declarations of Interest None.

20/04 Minutes of Meeting held 1st October 2020

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

20/05 Matters Arising (not on the agenda)

None.

20/06 Physical Asset Report:

i) Allotments

Forestry England have advised us of the rent increase from 1st April to £265 pa.

A tree has come down along the back boundary. A contractor will be needed to clear it.

Action: Clerk.

There are two people on the waiting list, with two more taking on plots at present.

ii) Cemetery

An updated Memorial Inspection policy has been drafted, based on the advice from the ICCM. **It is recommended that the policy be adopted.**

Following our groundsman's attendance on a memorial inspection training course we have been advised that we should record memorials individually. Edge IT can supply a tablet computer with a pre-loaded app, specifically for the purpose, at a cost of £375 plus VAT. If memorials need to be staked for support a banding machine is needed to secure them. There are several models available at a cost of up to approx. £130. The actual model will be chosen in conjunction with the groundsman. **These purchases will be made up to a potential total cost of £550.**

The Diocese has been contacted and their advice regarding the necessity of a Faculty for the inspections and makesafe work is awaited. Should a Faculty be required **the application will be made.**

A new noticeboard is required outside the storage shed. The legs of the current one can be retained and re-used. Greenbarnes can supply an oak 6-sheet board at £683 or man-made timber at £687. A local company will be contacted to see what their price would be for an oak board, and, **subject to this, the oak one will be purchased.**

Four mature oaks have been inspected by the local tree surgeon following a limb failure from one of them. The NPA tree officer would like to see a lower level of work carried out when compared to the tree surgeon's report. As an application for Conservation Area consent is required **it is resolved that we should apply for the level of work suggested by the NPA officer,** but carried out in one visit rather than the two stages suggested. The trees are currently cordoned off. **Action: Clerk. It is resolved that Cllr. Harry Oram should continue to carry out the tree safety inspections as at present.**

iii) War Memorial

We will enquire again whether we can use the green bag system. **Action: Clerk.**

The landscaper will be contacted as there are some small settlement cracks in the paving around the obelisk. **Action: MC.**

The pruning of the cherry tree has been carried out.

iv) Playground

See confidential session at end of the meeting for the Playground Surface tender discussion.

v) Seats, signs and bus shelters etc.

Village Sign

A site visit has been carried out at Waters Green to establish the feasibility of putting the sign there. The vicinity of the bus shelter has been ruled out as there are too many service connections there. The preferred location would be on Crown land in the middle of Waters Green as it would be visible there from all sides. The Verderers' agreement would be required and a "land swap" for the space inside the box gate could potentially be offered in mitigation. Should this location not be acceptable then the next best option would be near the southern cattle grid outside of the fence but along the fence line, which we believe would be on Highways land. **Application is to be made to the Verderers and to Hampshire Highways for permission.**

The anticipated cost of the sign is £5,000 maximum. The calculations will be carried out to design the supporting base structure. For compliance, a structural engineer's report can be obtained at a cost of approx. £325. **It is recommended that the sign should be installed and,** whilst grant funding will be applied for, it should not be subject to a successful application but **should be funded from Parish Council resources.**

Delegation of the project to the Clerk in conjunction with the Chairman of this committee is recommended in order to maintain the momentum.

Firebell post

The oak post appears to have more lifespan left than previously thought so should be considered for replacement in two or so years' time.

Seat inspections

Michael Croker has inspected all the village seats and no repair work is required. The seat at Beachern Wood was recently demolished but has been re-installed by our groundsman.

20/07 Infrastructure Reports

i) Russell Horne gave a report on the Christmas lights. Some repair work will be needed on one of the snowflakes, and some icicle lights will need to be replaced. **It was resolved that we continue with the current display whilst the snowflakes still have viable lifetime and that we purchase more icicles in the current year's budget.** Consideration of replacement of the lighting scheme should be given in a few years' time. **Action: Clerk.**

ii) The website requires some updates to comply with the forthcoming Accessibility requirements from September. **VisionICT can provide this at a cost of £75, which is agreed. Action: Clerk.**

An Events diary can be provided on our website. It will require some administration input here but this should not be too onerous and **will be instigated. Action: Clerk.**

iii) The S106 Working Party met on 21st January to discuss initial ideas, such as cycle parking, charging points for e-bikes etc. A further meeting will be arranged shortly. **Action: Clerk.**

20/08 Any Other Items None.

20/09 Date of Next Meeting: 2nd June 2020 7.00 pm, or sooner if required.

The meeting closed at 9.10 pm.

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.

20/10 Playground Surface Replacement tender

The prices quoted ranged from £33,180 to £38,665. On a like-for-like basis, Vitaplay is to be recommended as their tender is the lowest in price and also includes improved wetpour for the high-wear areas. In addition they recommend complete replacement of the ladder to the climbing frame at an extra cost of £1190, as replacement of just one rung will require the others to be replaced in the future. The colour will be the closest appearance to grass as is available.

It is to be recommended that Vitaplay should be selected as the contractor for the surface replacement project, including the additional cost for the complete replacement of the climbing frame ladder. The Clerk will instigate the S106 funding release.