

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL
HELD ON TUESDAY 16th NOVEMBER 2021 AT BROCKENHURST VILLAGE HALL**

Present:

Cllr M Harris	Vice Chairman
Cllr A Bartlett	Cllr R Bowles
Cllr M Croker	Cllr R Horne
Cllr J Korbey	Cllr J Wingham from 7.15pm
Cllr K Whittle	Cllr P Mueller

Mrs. H. Lawrence Parish Clerk
Two members of the public

Public Presentments

Concerns were raised for the condition of some of the allotments and whether the Parish Council are dealing with plots that are in a poor state. It was noted that the clerk and Cllr Bartlett have undertaken two inspections earlier in the year and matters are under control. One large allotment is currently being tidied up ready to divide it into at least two plots.

ACTION: Clerk and Cllr Bartlett to arrange a further inspection

21/148 Apologies for absence: Cllr P Wales, C. Cllr Mans

21/149 Declarations of Interest/Requests for Dispensation:

Cllr Bartlett declared an interest in accounts for payment.

21/150 Minutes of the Meeting held Tuesday 19TH October 2021

They were both proposed, seconded and signed as a correct record.

21/151 Matters Arising: None

21/152 County Councillor's Report In the absence of C.C Mans there was no report

21/153 District Councillor's Report

Cllr Harris advised that there has been damage to both Brockenhurst silent soldiers, and it was queried if this was deliberate, or both were already damaged.

NFDC, Councils from Eastleigh, Test Valley and Winchester have joined together to launch a new Employment hub. This is a new initiative for youth unemployment 18-24 and provides one to one help. Hubs in the New Forest are at Totton and Brockenhurst College.

21/154 Active Travel Scheme update

A meeting is due to be arranged with HCC to finalise details of the Scheme.

It was noted that the double yellow lines have now been painted on the road between the Watersplash and The Rise.

It is still to be confirmed if the parking restriction for the parking bay at the end of The Rise has now been removed.

ACTION: Clerk to contact HCC

21/155 Martin's Corner Footbridge

Quotes have been received for replacing the handrail and adding the liability of the bridge to the insurance.

Councillors still feel that taking over the bridge will be a costly and have proposed that we explore the option of HCC replacing the rail before any handover is confirmed by the Parish Council. It is felt that the Parish Council should only pay 50% of the Forestry England documentation charge.

ACTION: Clerk to contact HCC and Forestry England

21/156 Reports and response to Consultations - to include ratification of recommendations

i) Planning committee meeting held 25th October

Cllr Korbey gave a short report on the meeting

ii) P&R committee meeting held 2nd November

A report of the meeting was given by Cllr Harris and the following items were proposed, seconded and agreed:-

- a) Grant applications – New Forest Citizens Advice Bureau - £500
Compass Counselling - £480
Wessex Cancer Trust - £100
- b) Paul Reynolds of Fair Account should continue to be our Internal Auditor
- c) Adoption of the sickness absence policy
- d) Luke's hours to be paid to the PCC as a single lump sum grant. An estimated sum to be paid, to be balanced up at the year end.
- e) Groundsman salary to increase by 9.5%, backdated to 1st July 2021 in recognition of the increased responsibility and supervisory role.
- f) Mrs Pritchard be appointed in the additional role of Assistant Clerk with the same remuneration as the already appointed RFO position.

iii) HALC AGM held on 6th November

Cllr Korbey reported that there was a 50/50 attendance between physical meetings and zoom meetings.

HALC has a £22,000 surplus as they did not have to pay rent during the time that they were not using their offices. Resulting in no increase in the HALC fees.

Donna Jones Police and Crime Commissioner attending. There has been a 0.7% increase in rural crime in the New Forest and a 20% uplift in police officers.

We are waiting for a reply from Donna Jones to the questions that we raised.

21/157 Precept Requirements for 2022/2023

It was resolved that the precept for 2022/2023 would remain at £42.49 based on a band D property.

Proposed, seconded and agreed by eight councillors with one abstention

21/158 Correspondence

Firework Display - noted

21/159 To co-opt a new councillor – timescales

NFDC have confirmed that an election will not be called and therefore we can go ahead with co-option. It was agreed that the advert will be issued in the New Year with view to co-option at the February meeting. It was felt that we should review the recruitment process for the next co-option but still working within the co-option policy.

ACTION: Clerk to prepare the notice and add item to the January agenda

21/160 Christmas trees and lights – final arrangements

The new motifs will arrive on the 17.11. There has been a slight delay in them being sent to us. Twenty small trees and one large tree are being delivered on Monday. It was noted that the large tree has been donated by the tree supplier and the Parish Council are grateful for this kind gesture. Russell has arranged for the electrician to be available Monday and Tuesday. All available councillors to help with trees if possible.

ACTION: Clerk to try and source some additional help for Monday to cut the bottom of the large tree into shape

21/161 Approval of 3-year New Park container licence

This was proposed, seconded and unanimously agreed.

ACTION: Clerk to contact Denis Dooley to amend signature name and arrange signing of the contract

21/162 Pancake Races 2022 – road closure

Pancake Day is 1st March 2022. This was unanimously agreed that the road closure should be submitted in good time.

ACTION: Clerk to apply for road closure

21/163 Update on Village Sign

Cllr Wingham advised that a quote will be received in the next ten day from the supplier for approval and a paper drawing of the badger. HCC structural engineer will need to approve the sign and an advertising application will need to be submitted to the NPA. The target date for completion is Spring 2022

21/164 Presentation of cheque to Phillip Dinn

Cllr Harris presented Phillip Dinn with the cheque for £100 for Wessex Cancer Trust and thanked Phillip for his hard work in restoring the Watersplash message board.

21/165 Accounts for payment. Proposed, seconded and agreed.

- i) New Forest IT - computer repair and upgrade - £160
- ii) PKF Littlejohn - External Audit fee - £480
- iii) NM Sand and Ballast - skip for cemetery - £300
- iv) Viking - Stationery - £91.62
- v) NFDC - GIS mapping system subscription - £125
- vi) Wessex Window Cleaners - Sept and Oct - £42

- vii) SLCC - FiLCA course - £144
- viii) SLCC - Membership fee Dec21 - Nov 22 HL - £107
- ix) Reimbursement Mrs. H. Lawrence - Cleaning materials & frame - £43.05
- x) Streets Ironmongers – Supplies - £27.55
- xi) Information Commissioner – Data Controller Fee - £40
- xii) Gates Engineering - Petrol - £28.18
- xiii) Brock Village Hall - Room hire in October - £174.57
- xiv) SPG – mower repair - £477.02
- xv) FM Cooper – Christmas Trees - £220
- xvi) Amazon – Laptop bag & USB for Heather - £29.85

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.

21/166 The Churchyard Working Group scope for consideration of the long-term management of the churchyard/cemetery

It was agreed that Cllrs Harris and Horne would approach NFDC to explore the potential future options available.

ACTION: Cllrs Harris & Horne to contact NFDC

21/167 To confirm appointment of Assistant Clerk

It was unanimously agreed that Mrs Tiffany Pritchard would be permanently employed in the additional role of Assistant Clerk. The same remuneration as the already appointed RFO role.

21/168 Items to note - to include items raised by members of the public

Cllr Korbey advised there had been some problems with the streetlights on Lyndhurst Road Cllr Bowles queried if councils allowed to hold hybrid meeting yet. It was noted that some councils live stream their meetings via Facebook.

Cllr Bowles reported concerns for crime in the village and it was agreed that PC Eastwood would be invited to attend at least one Parish Council meeting.

Cllr Mueller reported that some of the reflective posts are missing in Burley Road ditches

Cllr Wingham queried whether there should be some signage on the path opposite Grigg Lane to encourage people to walk on the pavement rather than wear the pasture away. He also reported back that planning permission is to be sought for the two bridges near Longslade Bottom and Longslade View car parks.

Cllr Whittle reported that at Hinchleslea the reflective markers are missing

Cllr Bartlett reported an update on the flooding issues on Burley Road and will email further information to the clerk. It was noted that the pavement outside Cottage Lodge is still closed.

Cllr Croker advised that he would prefer to see the figures on the budget comparison sheet in a more detailed way and may ask the RFO for further information

Cllr Harris asked Councillors how we could improve Brookley Road and make it a village centre to be proud of.

ACTION: Clerk to report issues to Highways

21/169 Date of Next Meeting: 18th January 2022 at Brockenhurst Village Hall

The meeting closed at 9.00pm.