

To: Members of the Brockenhurst Parish Council  
You are hereby summoned to attend a MEETING of the  
PARISH COUNCIL to be held at Brockenhurst Village Hall  
on 4<sup>th</sup> October 2022 at 7.00pm

*H Lawrence*

Parish Clerk

28<sup>th</sup> September 2022

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### AGENDA

Public Presentments: Prior to the commencement of formal business a period of ten minutes will be allowed for members of the public present to ask questions or comment on matters affecting the parish and/or its inhabitants. The functions of the Parish Council are exercised publicly, and it is possible that personal information provided will, by necessity, come into the public domain through papers used at, and discussion at, the public Parish Council meetings, as this is the decision-making process for the Council.

1. Apologies for absence
2. Declarations of Interest/Requests for Dispensation
3. To confirm the Minutes of the Parish Council meeting held 19<sup>th</sup> July 2022
4. County Councillor's Report
5. District Councillor's Report
6. Election of Vice-Chairman
7. Vice-Chairman's Declaration of Acceptance of Office
8. To decide on the HCC Active Travel Scheme final proposal
9. Reports and response to Consultations -  
**to include ratification of recommendations**
  - i) Planning committee meetings held 25<sup>th</sup> July & 22<sup>nd</sup> August 2022 & 27<sup>th</sup> September
  - ii) A&I Committee meeting held on 2<sup>nd</sup> August 2022
  - iii) Events Committee meetings held on 10<sup>th</sup> August, 6<sup>th</sup> September & 3<sup>rd</sup> October.  
To include agreeing road closure order for Christmas Fun Evening  
To consider quotes for a new gazebo and PA system
  - iv) Climate Action Group meeting held on 5<sup>th</sup> September
10. Correspondence to consider and decide on: -

NFDC Clerks Invitation to meeting with Kate Ryan, Chief Exec 8.11.22

NFDC Supporting residents with the cost of living

To consider other correspondence as necessary

11. To consider a Parish Council communications plan including update on administration costs and progress for the office digital screen
12. To consider arrangements for Christmas Lights and electricity costs  
To consider quote for putting up and taking down the Christmas Lights
13. Update on Remembrance Sunday arrangements
14. To consider the clerk attending the HALC AGM & Conference 20<sup>th</sup> October 2022
15. To consider quotes for lanyards and Hi-Vis vests
16. Accounts for payment: -

J Humphry Associates Ltd - payroll services - £36.00  
Gates Engineering Co Ltd - fuel - £8.95  
Streets Ironmongers - supplies - £25.43  
Positano Ltd - grass cutting - £31.50  
PKF Littlejohn LLP - AGAR audit - £480.00  
Wessex Windows - office windows - £12.00  
Corbins Florist - office flowers - £64.00  
Brockenhurst Village Hall - hall hire - £220.00  
SPG – mower assessment - £30.00  
Brockenhurst Village Trust - peppercorn rent playground - £1.00  
R&A Scamp - daffodils - £300.00  
HALC - reference books - £22.00

A list of payments made since the last meeting are also circulated

17. Appointment of External Auditor 2022/23 - 2026-27
18. Conclusion of External Audit
19. To consider additional pro-rata holiday allowance for staff for the additional Bank Holiday on Monday 19<sup>th</sup> September
20. To appoint a second Village Trust director

**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. Update on cemetery
22. Purchase of land enquiry
23. Items to note - to include items raised by members of the public
24. Date of Next Meeting

Tuesday 25<sup>th</sup> October at Brockenhurst Village Hall