

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL
HELD ON TUESDAY 25th OCTOBER 2022 AT BROCKENHURST VILLAGE HALL**

Present:

Cllr M Harris	Chairman
Cllr P Wales	Cllr J Wingham
Cllr A Bartlett	Cllr P Mueller
Cllr K Whittle	Cllr J Korbey
Cllr M Croker	Cllr R Horne
Cllr R Bowles	

Mrs H Lawrence Parish Clerk
Two members of the public

Public Presentments:

One member of the public asked councillors how the Parish Council was going to support the community during the current difficult economic climate.

22/144 Apologies for absence: Cllr P Pearse

22/145 Declarations of Interest/Requests for Dispensation:

Cllr Wales declared an interest in accounts for payment 22/160

22/146 Minutes of the Meeting held Tuesday 4th October 2022

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

22/147 County Councillor's Report: In the absence of C Cllr Mans there was no report

22/148 District Councillor's Report

Cllr Harris reported at a recent cabinet meeting it was announced that a Public Space Protection Order in the New Forest may be introduced following a long consultation process. These Orders will prohibit, with some exceptions:

- feeding and petting of horses, ponies, mules and donkeys
- lighting of fires and the use of barbeques

For either the fixed penalty notice would be a maximum of £100 or prosecution in a magistrates court of a maximum of £1000.

NFDC have had some success with the finances and have some positive reserves.

A retail building has been purchased in New Milton and is occupied by M&S and there is some property investment in Ringwood with sixteen factory units and eight offices.

NFDC have a duty to help with homelessness, but this is an increasing problem and resources are needed.

Warm Spaces grants of between £200 - £1000 are available for organisations to apply for.

22/149 Appointment of Vice-Chairman:

Cllr R Bowles was elected with eight votes and one abstention.

22/150 Vice-Chairman's Declaration of Acceptance of Office:

The Declaration of Acceptance of Office was signed by the Vice-Chairman.

22/151 Reports and response to Consultations - to include ratification of recommendations

i) SW Quadrant meeting held on 11th October

An overview of the meeting was given and included an update on the new NFNPA planning portal. Forestry England are rebuilding some of their bridges and this will include Longslade which should be completed by Christmas 2022. The delays have been caused by a lack of maintenance staff and they are now trying to catch up with the backlog.

ii) HALC AGM & Conference held on 20th October

Cllr Korbey reported that the HALC are not increasing their affiliation fees this year. It was advised that HALC article of association was deferred until February 2023. Both events were well attended with the conference having some interesting presentations.

iii) NFALC meeting held on 20th October

Cllr Korbey reported that Richard Taylor NFNPA has had no complaint on cycling matters. Ryan Stevens (Service Manager) reminded everyone to support residents within the district with the cost of living crisis. Updates were given on Solent Freeports and Investment Hubs.

iv) Planning committee meetings held 24th October

Cllr Korbey gave a short report and advised there was only one application to be considered.

v) Update on Community Rail Partnership activities

Cllr Wingham reported that leisure travel is recovering since the pandemic but business travel not quite as well. This has not been helped with the strikes. The Bournemouth to Manchester service, previously hourly calling at Brockenhurst, remains a two hourly service with only two trains a day stopping at Brockenhurst. It was agreed to write to the operator asking for the train stops to be reinstated. SWR are to redecorate the "London side" waiting room. Several hundred Spring bulbs have been planted. CRP have organised and funded "Music Therapy" a music and games activity at the village hall every Thursday 10-1pm.

22/152 Village Centre Strategy update and future plan

Cllr Bowles advised that a meeting was held on Monday 24th October to confirm the strategy as laid out in draft brief 13. The next steps are for the brief to be sent to three expert consultants to tender for the project study. Research into any CIL/S106 monies to be explored. It was agreed that until a consultant is appointed that only the existing working party would continue to meet. Members of village organisations are to be advised.

ACTION: RFO to research CIL/S106

ACTION: Cllr Bowles/clerk to contact village organisations

22/153 Correspondence

i) NFDC - Christmas Free Parking Arrangements

It was noted that free parking will be provided in the NFDC pay and display car parks on Saturday 3rd December to promote Small Business Saturday. It was agreed that a request will be made to suspend parking charged on Friday 2nd December for the Christmas Fun Evening.

ii) HCC – Active Travel Scheme - noted

HCC have advised that arrangements are ongoing and that depending on contractor availability that work is likely to start around the end of January/beginning of February 2023.

iii) Scottish and Southern Electricity - noted

The network provides a Free Priority Service Register for the most vulnerable people to be contacted in the event of a fault or a planned power outage.

iv) HCC – Sway Road bridge weight restriction - noted

HCC confirmed that following the Experimental Order being revoked the weight restriction on the bridge has reverted to the structural 7 ton with an exemption for some buses.

ACTION: Clerk to contact NFDC car parking department

22/154 To consider response to the NFNPA Open Spaces Provision

Cllrs Horne and Wales gave a report on the recent NPA meeting which clarified what is defined as an open space in the NPA draft document. Cllr Horne proposed that a response should be sent to the NPA to confirm that an understanding has now been reached. This was unanimously agreed by all.

22/155 Approval of amendment to the Document retention policy

The amendment to the insurance policy section and the certificates for insurance against liability for employees were noted. The amended policy was unanimously adopted.

22/156 Update on the Parish Council communications plan

A copy of the proposed format for our newsletter was circulated and councillors agreed that they were all happy with the format.

A query was raised that this should be issued as soon as possible as there had not been a newsletter issued in over one year and this would be a good place to let residents know about community help over the winter. It was agreed that this was needed but further work needs to be done and it is hoped that something can be produced in January 2023.

The clerk advised the Cllr Pearse is researching various options for a cloud/online storage facility for councillors to access documents. It was also noted that further discussions regarding the office screen are ongoing.

22/157 Update on Christmas Lights and Christmas Fun Evening Including approval of the purchase of the Christmas trees

Cllr Horne explained that the Christmas lights will need to be checked in advance of being erected and has asked for some help to do this. Cllr Horne to circulate some dates.

Once the Christmas trees delivery date has been confirmed then help will need to be arranged to whittle down the trees, which can be done at Streets.
It was agreed that we should try and find some professional help with the tree works.

It was unanimously agreed that twenty-two small trees should be purchased at £11.00 per tree. Mr Cooper has generously agreed to donate the large tree for the village for which councillors were very grateful.

Hayward Fox had indicated that they would like their building to be included in the Christmas decorations but no email confirmation has been received. It was agreed that this should be urgently chased before it is too late to make any arrangements.

ACTION: Cllr Horne to circulate some dates

ACTION: Clerk to arrange help some professional help

ACTION: Clerk to contact Hayward Fox

22/158 Update on Remembrance Sunday arrangements

The road closure order is in place between 10.05am – 12.00 on the 13th November.
Arrangements will be made for Ray to add poppies to the fencing at the War Memorial, school and church. Cllr Harris has been asked to do a reading during the service on the 13th. RBL have requested for the fire bell to be rung at 11am on the 11th and 13th November and the flag to be raised at the War Memorial on both dates. Cllr Bartlett will confirm if he is available to ring the bell on both dates. Arrangements to be made for the flag.

ACTION: Clerk to confirm arrangements for the fire bell and flag

22/159 To consider quotes for lanyards and Hi-Vis vests

It was agreed that lanyards would be reviewed after the May 2023 elections when the new council has been elected.

It was unanimously agreed to accept the quote from Ace Office Environments for 12 x Hi-Vis vests with Brockenhurst Parish Council on the back at a cost of £86.26

It was noted that we do have some hi-vis vests from the Platinum Jubilee celebrations that say Brockenhurst Celebrates but they will not be suitable for all events or suitable for councillors and staff when undertaking any council business.

ACTION: Clerk to place order

22/160 Accounts for payment. Proposed, seconded and agreed.

P&D Hannon - office water recharges - £19.30
Positano Ltd - war memorial mowing September - £94.50
Forestry England - allotment rent - £265.00
RBL Brockenhurst - poppy wreath - £25.00
Brockenhurst Village Hall - hall hire - £206.00
P Wales - travel LGPS meeting - £9.95
Wessex Windows – window cleaning October - £12.00
SLCC – Training for Clerk - £18.00
HALC – Training for RFO - £36.00

Payments made:

Unity bank charges - £37.60
NFDC - road closure Xmas fun evening - £160.00
HCC - Xmas lights licence - £40.00
Bulldog Security Products Ltd - £12.94
Tesco - Chairman's allowance gifts fire service - £15.00
Tesco Mobile - reimburse RR - £10.00

22/161 To appoint a second Village Trust director: No nominations

22/162 Clerks report

The clerk reported that the daffodil bulbs have been given to the Lengthsman last week and hopefully planted this week at the same locations as last year.

Online SLCC training is booked for the clerk on the 26.10.22 on committees and working groups.

NFDC have installed a SID machine on Sway Road, w/c 11.10 Northbound and w/c 25.10 Southbound.

The fire crew took down the flags and bunting on the 5th October and have confirmed they are available to rescue Santa on the Christmas Fun Evening. Cllr Harris and the clerk delivered a small thank you selection of biscuits and chocolates to the fire crew, which was gratefully received.

The date for the Watersplash board was queried and Cllr Whittle confirmed that he will deal with this at the end of the week.

22/163 Items to note – to include items raised by members of the public

Cllr Wingham queried why there had been a delay with the NFNPA planning application for the Village Sign following a request for an alteration to some of the measurements but without the clarification of identifying on exactly which document.

The clerk advised that clarification has now been asked received from the planning officer and work will continue on the application as soon as time allows.

A further point was raised regarding the Warm Space provision in the village this winter.

It was noted that various organisations are working together and that this is best done at the village hall as the Parish Council does not have any buildings, staff, insurances etc.

It was noted that there are also some other organisation in the village that residents may not be aware of including the Groom Trust and Bailey Benefice and perhaps this information should be made available to residents. It was agreed that further research of how the Parish Council can communicate with its residents are needed. Cllr Harris undertook to contact SWAG, an organisation in Sway village to enquire about what services they provide for their residents.

A query was raised regarding who is responsible for the ditches, particularly along Rhinefield Road. This has been queried before with HCC and FE without a resolve.

Further investigation is needed.

ACTION: Cllr Harris to carry out local research

22/164 Date of Next Meeting: 15th November Brockenhurst Village Hall

The meeting closed at 8.35pm

Signed:

Date

