

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL
PERSONNEL AND RESOURCES COMMITTEE HELD
ON TUESDAY 1st NOVEMBER 2022 AT BROCKENHURST VILLAGE HALL**

Present:

Cllr P Wales	Chairman
Cllr M Harris	
Cllr J Korbey	
Cllr R Bowles	
Mrs T Pritchard	RFO & Assistant Clerk
1 member of the public	

Public Presentments:

A member of the public spoke regarding the recent community consultation and village improvement plans.

22/32 Apologies for Absence:

Cllr M Croker and Cllr R Horne

22/33 Declarations of Interest/Requests for Dispensation:

Cllr Harris declared an interest in the grant applications for Citizens Advice New Forest and Brockenhurst Village Trust.

22/34 Minutes of Meeting held 5th July 2022:

The minutes were proposed, seconded and signed as a correct record.

22/35 Future Plans for the Village Directory and Parish Council Newsletter:

It was recognised that there is a need for a Village Directory and although this would be self-financing, it may be necessary to contract someone for this work. It was agreed to bring this to the next Parish Council meeting.

As discussed in the recent Parish Council meetings of 4th and 25th October, an agreed format of newsletter is hoped to be published from January 2023, mainly in a digital format with a limited number of paper copies available from a few village locations.

22/36 Review of Cemetery Fees and Costs:

It is recommended that no increase be made to the cemetery fees at the present time, due to the current cost of living crisis.

22/37 Financial Comparison and Bank Balances:

a. Financial Comparison

Noted

b. Bank Balances

Noted

c. Bank Mandates

It was noted that the Nalder Trust bank mandate is in the process of being amended following the decision made at the recent sole trustee meeting. All other current mandates were unanimously approved.

d. Bank Transfers

All transfers were approved.

22/38 Financial Regulations and Financial Internal Control Policy:

The draft updated Financial Regulations and Financial Internal Control Policy were unanimously approved for recommendation to Council.

22/39 Grant Applications:

a. Victim Support

A grant of £100 is to be recommended.

b. Citizens Advice New Forest

A grant of £500 is to be recommended, along with a request for some drop-in sessions in Brockenhurst for the benefit of residents.

c. Guardian Group

It is to be recommended that assistance is given to the Guardian Group by means other than a grant. Suggested that the Community Rail Partnership be approached as it might fill a gap in their series of publications.

d. Brockenhurst Village Trust

A grant of £974.80 as requested is to be recommended.

22/40 Insurance Claim and Replacement of Cemetery Tools and Equipment:

The insurance claim and replacement of tools and equipment is ongoing and a need to ascertain the precise position was identified.

22/41 Review of Asset Register with Insurance Policy Valuations and Policy Renewal:

To be reviewed as part of the insurance claim procedure.

22/42 Civility & Respect / Dignity at Work:

It was agreed that a clear and consistent complaints policy is required and a recommendation as such be made to the Council.

22/43 Budget and Precept 2023/24:

The draft budget and precept requirement was discussed and approved for recommendation to Council.

22/44 Nalder Trust Administration Costs:

Personnel arrangements were discussed. More detailed information is required before debate at a Trustee meeting.

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.

22/45 Local Government Pension Scheme:

A current valuation of the pension scheme deficit has been requested but not yet received. A decision will be deferred until we have receipt of this.

22/46 National Pay Rate Review:

It is recommended that the pay rate and holiday changes be implemented with immediate effect.

22/47 Personnel Arrangements:

Personnel arrangements were discussed. Options need to be explored before a recommendation to full Council.

22/48 Any Other Items:

None

22/49 Date of next meeting:

Tuesday 7th March 2023 7pm unless required sooner.

The meeting closed at 8.50pm.