

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL  
HELD ON TUESDAY 21st JULY 2020 VIA ZOOM VIDEO–CONFERENCE**

**Present:** Mr. P. Wales Chairman  
Mrs. R. Bowles Mr. M. Croker  
Mr. M Harris Mr. R. Horne  
Mr J Korbey Mrs. P. Mueller  
Mr. K. Whittle Mr. J. Wingham  
Mr R Wolstenholme  
  
HC Cllr. K. Mans  
  
Mr. J. Bailey Parish Clerk  
Mrs M Beckett Planning & Communications Officer  
  
and one member of the public.

**Public Presentments**

A presentment was made by one resident who stated that he was unclear why the footpaths were being replaced on the A337 while there were more pressing works needed. Also raising the removal of a dropped kerb on the A337 and the parking between Brookley Road and The Rise on Burley Road. Responded to by the Chairman.

**20/88 Apologies for absence:** DCllr. Mrs. M. Holding, Lymington Times, David Bennett - Friends of Brockenhurst Station.

**20/89 Declarations of Interest/Requests for Dispensation:** Cllr Wingham declared that he is Parish Council representative for Friends of Brockenhurst Station and Cllr Wolstenholme has business premises in Brookley Road.

**20/90 Minutes of the Parish Council Meeting held 16th June 2020.** These were proposed, seconded and signed as a correct record.

**20/91 Matters Arising:**

Covid Summit - see Reports and responses to consultations below.

**20/92 County Councillor's Report**

Councillor Mans stated that any correspondence to Hampshire Highways should be copied into him so he is aware and can assist where possible. An Outbreak Enablement Board has been established for a quick response to any increase in Covid cases with a County focus on getting the economy revived.

**20/93 District Councillor's Report**

NFDC has a new Website and phone number. Voter Registration is due to start whilst Leisure Centres will open on 1<sup>st</sup> August.

### **20/94 Lease on 70b Brookley Road**

The Chairman confirmed that this is ongoing and that the council will call an extraordinary meeting in the usual way to agree the lease once it is ready.

### **20/95 Brookley Road - help with easing of lockdown restrictions; update**

The Council is waiting for materials from four different sources to be delivered to implement the scheme following approval. Diversion around The Rise was confirmed. It will be checked if the parking between Brookley Road and The Rise can be removed as part of the scheme.

**Action: Clerk**

### **20/96 Remembrance Day Road Closure**

It was resolved to apply for the Road Closure Order for the Remembrance Day Parade in November. Arrangements to be confirmed with the Royal British Legion.

**Action: Clerk**

### **20/97 Reports and response to Consultations to include ratification of recommendations.**

i) **Planning Committee** – John Korbey reported on the June Planning committee.

ii) **Quadrant** – John Wingham reported on the June meeting. The NPA is addressing the Partnership Plan and Gower Report whilst a new Consultative Panel Chairman is being sought.

iii) **Events Committee** – Richard Wolstenholme reported on the July Events committee with The Christmas Fun Evening Acts being booked and a French Market for July 2021 being pursued. VJ Day plans to be discussed with RBL.

iv) **Personnel and Resources** - Michael Harris reported on the July committee

1. It was approved that The Clerk is appointed as The Competent Person, the Health & Safety Statement is adopted pending a Policy being drafted, Covid hygiene recommendations with staff continuing to work from home whilst Key worker status extended to all Councillors for Covid-19 Testing.
2. A £15,000 budget for Brookley Road long term consultation, £10,000 earmarked for the Office move including storage, £2910 quote for a new Firebell Post, £5000 for the Village Sign, £250 Covid signage, £100.72 Zoom Subscription license and £228 HALC employment service Bronze level approved.
3. No additional grant for Brockenhurst Cricket Club, £500 conditional grant to Friends of Brockenhurst Station and £250 grant to Victim Support approved.

v) **Covid Summit**– John Wingham reported on the proposed actions following the July Summit in order to manage the increased visitor pressure. A New Forest Ambassador scheme is to be launched to focus on litter picking, verge parking, the New Forest Code and problem reporting. The Council thanked Steve Avery for his efforts

**Action: Clerk**

vi) **Climate Change Working Party** – The Clerk reported on the July meeting when it was confirmed that the aims of this group dovetail with the Village Centre Strategy activity with community engagement through social media.

vii) **BVT meeting** – John Wingham reported on the July meeting confirming that the Village Hall continues to be locked down but is planning to re-open.

#### **20/98 Appointment of BVT Parish Council Representative**

It was resolved to appoint Richard Wolstenholme as Parish Council Representative of the Brockenhurst Village Trust.

#### **20/99 Co-option of a Parish Councillor**

The Returning Officer has confirmed that we should co-opt a new Councillor. There has been interest but no declared candidates. It was resolved to re-advertise the casual vacancy requesting potential candidates to contact The Clerk by 31<sup>st</sup> August.

#### **20/100 Adoption of Annual Accounts 2019/20, inc. report from Internal Auditor**

It was resolved to adopt the Annual Accounts for 2019/20, including the report of the Internal Auditor.

#### **20/101 Approval of Annual Governance Statement and Annual Return (AGAR)**

It was resolved to respond 'Yes' in all boxes of the Governance Statement, Section 1 of the Annual return for 2019/20.

It was resolved to adopt the Accounting Statement in Section 2 of the Annual Return for 2019/20.

The Chairman indicated his thanks to Mary Pattison for her work on these.

#### **20/102 Correspondence.**

It was confirmed that ANPR equipment has been installed at the station and that the Cross Country train restrictions will only be in place until September.

It was confirmed that the Boundary Review is underway until the end of August including the proposal that the new ward of Brockenhurst and Denny Lodge will have a single District Councillor.

#### **20/103 Accounts for payment.** Proposed, seconded and agreed.

- i. Mint Gardens Ltd. - Lengthsman East Boldre - £166.56
- ii. Town and Country Design - New office drawings - £1390
- iii. Brockenhurst Village Trust - Office rent - July-Sept - £687.50
- iv. Brockenhurst Village Trust - Playground annual rent - £1.00
- v. Gates Engineering - Petrol - £10.70
- vi. X2 Connect - Phonebox paint - £57.10
- vii. Streets Ironmongers - Supplies - £114.81
- viii. VisionICT - website hosting and Accessibility Update - £372.00
- ix. The Play Inspection Company Ltd. - Playground annual inspection - £81.00
- x. Fair Account - Internal Audit - £400
- xi. Reimbursement J. Bailey - NPA Planning fee - £231, mileage book - £4.76, banding machine - £89.99

- xii. Transfer from Cambridge B.S. Instant Access account to Unity Deposit account - £20,000
- xiii. Reimbursement M.Croker - Registry Fee relating to Freehold - £6
- xiv. Petty Cash - £50 to refresh office cash
- xv. 2<sup>nd</sup> Reimbursement M.Croker - Registry Fee relating to Freehold - £6

**20/104 Items to note**

Cllr. Harris noted that he would like to see some wildflower sowing or a “Brockenhurst in Bloom” competition to get residents involved and that he recommends everyone gets a good microphone for Zoom meetings.

**20/105 Date of Next Meeting 15th September 2020 7.00 pm. Via Zoom**

The meeting closed at 21.25 pm.