

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL
HELD ON TUESDAY 17th NOVEMBER 2020 VIA ZOOM VIDEO-CONFERENCE**

Present:

Mr. P. Wales	Chairman
Mr. A. Bartlett	Mrs. R. Bowles
Mr. M. Croker	Mr. M. Harris
Mr. R. Horne	Mr. J. Korbey
Mrs. P. Mueller	Mr. J. Wingham
Mr. R. Wolstenholme	
Mr. J. Bailey	Parish Clerk
Mrs. M. Beckett	Planning & Communications Officer
Lymington Times	

and one member of the public.

Public Presentments No Presentments were made

20/137 Apologies for absence: D. Cllr Mrs M Holding, Cllr Mr K Whittle and Mrs M. Pattison

20/138 Declarations of Interest/Requests for Dispensation:

The Chairman and Michael Harris both declared their nonpecuniary interests at the November P & R committee in respect of the Brockenhurst Preschool grant application. Alan Bartlett, Pauline Mueller and Richard Wolstenholme all advertise in the Directory so declared an interest and abstained for this part of the voting on the P & R recommendations. Alan Bartlett, Proprietor of Streets Ironmongers, declared his interest and abstained from voting on the list of payments

20/139 Minutes of the Parish Council Meeting held 20th October 2020. These were proposed, seconded and signed as a correct record.

20/140 Matters Arising:

Remembrance Day Commemorations - Following the Government's announcement of a second Covid19 lockdown Sunday church services and public events at the War Memorial were not possible on 11th November. The Chairman thanked the Church and the Royal British Legion for the special church service recorded on video including wreath-laying at the War Memorial, enabling commemorations to be viewed as a fitting tribute.

20/141 County Councillor's Report

Cllr. Mans reported on the current status of Covid19 throughout the county. He noted various Highways issues and will arrange direct contact with The Clerk.

20/142 District Councillor's Report

Michael Harris reported on the Business Support Grant for small businesses, a proposed discretionary restrictions grant and draft Waste Strategy. NFDC is supporting Southampton's application for City of Culture status in 2025.

20/143 Interim Communications Policy

It was unanimously resolved to adopt the interim policy previously circulated to enable the use of the electronic display in the Parish Council office.

20/144 Road Closure Order for Pancake Races

It was agreed that we should apply for the Road Closure for the Pancake Day races. **Action: Clerk.**

20/145 Licence to occupy land at New Park for a container

A minor amendment was suggested and, subject to that, the Licence was unanimously agreed.

20/146 Resignation of Parish Clerk - formation of an Appointment Committee

The Clerk was thanked for his service. In order to appoint a successor an Appointment Committee was formed comprising Pete Wales, Michael Harris, Ros Bowles and Russell Horne.

20/14 Approval of Advertising the post of Parish Clerk

It was resolved that the two adverts would be placed in the Lymington Times to recruit the new Clerk. **Action: Clerk.**

20/148 Reports and response to Consultations:

i) Brockcare meeting - 22nd October - The Chairman attended the Brockcare AGM. He expressed the Council's thanks particularly to the Covid Team for their work in the first lockdown which is continuing through this second lockdown. Most residents are able to cope with fewer households experiencing difficulties. Basics Bank are offering Christmas Parcels to those in need.

ii) Planning Committee - 26th October 2020 - The Planning Chairman confirmed that nine applications had been dealt with, with six being supported.

iii) Personnel and Resources Committee - 3rd November 2020

The following recommendations were made and all were ratified unanimously

- a. Brockenhurst Preschool – A grant of £1,000 towards the cost of a ramp
- b. Directory for 2020/21 to be suspended and monies held on account from advertisers to be returned to them. Position to be reviewed in 12 months.
- c. Offer support for up to £250 of the cost of a Brockenhurst Business Association advert in the Lymington Times, to be paid by the Events committee.
- d. Planning Committee Chairman - communications equipment to be purchased.
- e. Paul Reynolds should continue as internal auditor for 2021/22.
- f. Notice should be given on the 95-day Notice account to access reserve funds as required.

The following recommendations were made and all were ratified by a majority

- g. Not go ahead with the expenditure of up to £15,000 on consultancy for the Village Centre Strategy at this time.
- h. The 2021/22 Precept at the current level of £42.49 for Band D properties.

It was agreed that the status of the Churchyard should be reviewed by a working party under the A & I Committee and the P & R Committee would review its strategy to address the budget deficit.

iv) New Forest Zero Carbon Alliance Meeting - 9th November 2020 - Seven Councillors attended this meeting which focused on Active Travel and Liveable Streets, as well as the NPA walking and cycling plans.

v) Council as the Sole Trustee of the Nalder Trust meeting - 10th Nov 2020 - Minutes to be distributed. **Action: Clerk**

20/149 Report of External Auditor PKFLittlejohn

PKF Littlejohn have returned the AGAR signed off and unqualified. The RFO was thanked for her work on this.

20/150 Precept Requirement for 2021/22

It was resolved by a majority that the Precept for 2021/22 should remain at £42.49 for Band D properties. Once the Tax Base figures are available the amount of the Precept can be confirmed. **Action: RFO.**

20/151 Correspondence

Councillors objected to Royal Mail refusing to replace the public post box in Brookley Road as a Priority Post Box within a store is not appropriate. **Action: Clerk**

20/152 Accounts for payment. Proposed, seconded and agreed.

- i) Rob Hurl Carpentry - £3,764.86 - 70B Refurbishment
- ii) Streets Ironmongers - supplies - £195.52
- iii) Gates Service - petrol - £11.70
- iv) New Forest Signs - Shop Front Signage - £192.00
- v) Ross Boyle Electrical - Waterproof Xmas Light socket - £37
- vi) RBL Poppy Appeal £50 - Remembrance Wreaths / Office
- vii) Information Commissioner £40 Subscription
- viii) Farwell's - Oak Bench Planks - £162.67
- ix) Mint Gardens Ltd. - Lengthsman for Brockenhurst - £120
- x) PFK Littlejohn - External Audit Fees - £480
- xi) P & D Hannon - Office water supply - £3.94
- xii) NFDC - GIS Service - £125
- xiii) Festive Lighting - Wall Mounting Brackets Xmas Lights £60
- xiv) ICCM Training - Exhumation Course - £96
- xv) Positano Ltd. - September & October WMG Grass - £120
- xvi) Stericycle/Shredit - Secure disposal of Drives and Documents - £122.40

20/153 Items to note

Damage to one of the Bike Racks in Brookley Road was reported. **Action: Clerk**

20/154 Date of Next Meeting - 19th January 2021 - 7.00 pm via Zoom

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.

20/155 Recruitment of new Parish Clerk

Mrs. Pattison has kindly offered to resume the role of Clerk in the interregnum, and was thanked for her co-operation.

It was resolved that the RFO is to be employed as Acting Clerk temporarily

It was resolved that the role of Clerk will be advertised.

It was resolved that the Clerk role would be offered up to 25 hours per week.

It was resolved that a new RFO will be recruited once the new Clerk has settled in.

20/156 Christmas Bonuses for staff - It was resolved that the following Christmas bonuses will be paid nett in December 2020:

RFO - £100

Groundsman - £100

Assistant Groundsman - £70

Planning and Communications Officer - £80

The meeting closed at 21.20 pm.