

**MINUTES OF THE MEETING OF BROCKENHURST PARISH COUNCIL  
HELD ON TUESDAY 18<sup>th</sup> MARCH 2025 AT BROCKENHURST VILLAGE HALL**

**Present:**

Cllr R Horne	Chairman
Cllr R Bowles	Cllr M Croker
Cllr M Harris	Cllr P Hollins
Cllr J Korbey	Cllr P Pearse
Cllr K Whittle	Cllr R Wolstenholme

Mrs H Lawrence Parish Clerk  
27 members of the public

**Public Presentments:** Nine presentments were given against the HCC Brookley Road Scheme and drainage works and the negative impact the road closure and the timing of the works would have on the Brockenhurst economy.

**25/44 Apologies for absence:** Cllr A Bartlett, Cllr J Wingham

**25/45 Declarations of Interest/Requests for Dispensation**

**25/46 Minutes of the Meeting held 18<sup>th</sup> February 2025**

Proposed, seconded and signed as a correct record.

**25/47 County Councillor's Report –** Cllr Mans gave his apologies, no report.

**25/48 District Councillor's Report**

Cllr Parker gave an update on refuse services.

There are concerns regarding car idling and Cllr Parker asked whether this is something that the Village Centre Strategy Working Group could look at. The junior school will be adding something to their next newsletter.

**25/49 Reports and response to Consultations:**

- i) Planning Committee meetings held 25<sup>th</sup> February

Cllr Korbey gave an update on the planning meetings and ongoing issues.

- ii) P&R Committee meeting held 4<sup>th</sup> March

A report of the meeting was given by Cllr Wolstenholme and the following items were recommended for approval: -

- a) The recommendation to increase the allotment fees by 3/6% from 1<sup>st</sup> April 2026
- b) The recommendation to create a medium term financial plan for up to three year financial years
- c) The recommendation to create an earmarked reserve for the £1000 for the Commemorative Plaque Scheme as agreed 19<sup>th</sup> March 2024
- d) The recommendation to adopt the Asset Management approach document
- e) The recommendation to award a £150 grant to New Forest Citizen Advice Bureau
- f) The recommendation to award a £300 grant to Brockenhurst Brownies

- g) The recommendation of £500 for the chairman allowance for 2025/26
- h) The recommendation to increase both groundsmen's hourly rate by £1.00 effective from 1<sup>st</sup> April 2025
- i) The recommendation to approve the annual leave staffing requests for 2025/26 and 2026/27
- j) The recommendation to explore sourcing an alternative internal auditor, should it be required
- k) The recommendation to explore any alternative office space in Brockenhurst

All the above items were proposed, seconded and unanimously approved.

- i) Village Centre Strategy Working Group held 13<sup>th</sup> March

Cllr Bowles gave a report of the February and March meetings, which included plans for bike racks and benches in Brookley Road and funding options. The HCC proposals for the Brookley Road Scheme were discussed.

Discussions regarding Cllr Harris's proposal for a dedicated delivery parking bay was not pursued. The committee have started work on a five year plan including funding options.

- ii) Patient Participation Group report

Cllr Harris reported that the next meeting is in two weeks time.

The suggestion box, purchased from the Chairmans allowance, was given to Cllr Harris for the Brockenhurst Surgery.

- iii) Events committee meeting held 19<sup>th</sup> February

Cllr Pearse gave a review of the meeting. Future events include Anzac Service 27<sup>th</sup> April and VE Day 10<sup>th</sup> March . Brockenhurst train station are making plans to celebrate the 200<sup>th</sup> anniversary of the railway with an event on the 1<sup>st</sup> June.

#### **25/50 Review of Pancake Races 4<sup>th</sup> March 2025**

It was agreed that it was a very successful and well attended event. Cllr Bowles thanked everyone involved and thanks were given to the Friends of Brockenhurst for the medals.

#### **25/51 To follow up on public presentment regarding proposed event on the 5<sup>th</sup> October in Brookley Road**

This will be considered by the events committee at their next meeting and any recommendation to be considered by full council.

It was resolved to move this agenda item to be discussed after the approval of the minutes item 25/46

**25/52 To reconsider decisions on the Brookley Road Scheme, as minuted October 2024 24/167, in light of the recently advised Hampshire County Councils implementation plan. To also consider the alternative block paving product**

Councillors considered the various presentments given at the meeting and the emails received. Following a lengthy discussion regarding the various elements of the drainage work and the implementation of the Active Travel Brookley Road Scheme the following proposals were voted and decided as follows:-

**Proposal one** – to make a formal request to Hampshire County Council to abandon the implementation of the whole of the Brookley Road Scheme.

By a show of hands, with one abstention the remaining eight councillors voted and with the chairman's casting vote it was resolved to request for the scheme to be completely abandoned.

It was noted that there was no guarantee that Hampshire County Council will decide to abandon the scheme and the following proposals were made in the event that the scheme does go ahead.

**Proposal two -**

1 - Deplores the intended April start date of the works to implement the Active Travel Scheme and drainage works in Brookley Road. It strongly requests the parties to the construction contract to delay the scheme until a suitable traffic management plan is agreed by the County Council and the contractor with the support of Brockenhurst Parish Council, the businesses and residents affected.

2 - Resolves that a suitable traffic management scheme would likely be one with the following characteristics:

- a- Brookley Road should remain open at all times generally in the westbound direction;
- b- That those businesses and residents whose legal right of access to their premises is over the land in the car park of New Forest District council should have their rights to access be unimpeded all times;
- c- That access by the general public to the New Forest District Council car park and the car park owned by Tesco should remain possible at all reasonable times
- d- That the contractor and Hampshire County Council should put in place responsive control systems, such as stop-go boards, to allow the works to be undertaken in a safe manner both for the contractors employees and the general public including vehicles.

By a show of hands, a majority vote of six councillors were in favour.

### **Proposal three –**

Resolves that, if the contractor and Hampshire County Council do proceed with the works, the contribution of up to a maximum £70,000 for the block paving for the Active Travel Scheme as provided for in the council decision of October 2024 24/167 should still be available.

By a show of hands, a majority vote of seven councillors were in favour

### **Proposal four –**

Resolve that should the council contribute the sum of up to a maximum of £70,000 as provided for in resolution three above that it should only be in respect of block paving to match those already existing e.g. outside Spencers estate agents and that imprint block paving is not acceptable.

By a show of hands, a majority vote of six councillors were in favour.

### **ACTION: Clerk to submit responses to Hampshire County Council**

#### **25/53 Update on Martin's Corner Footbridge**

The clerk advised that the future of the footbridge is being discussed with Forestry England, who have advised that they have carried out their own inspection and the bridge does not meet their requirements. As Hampshire County Council have inspected the bridge for many years they are liaising with Forestry England regarding their report. It is unclear whether there will be an option for the Parish Council to take over the responsibility for the bridge as Forestry England are only referring to a replacement bridge.

### **ACTION: A letter to be sent to our MP**

#### **25/54 Update on Village Sign**

Both contractors have been instructed and the sign should be ready to be erected by the end of April 2025.

#### **25/55 Review of arrangements for the Annual Parish Meeting 30<sup>th</sup> April 2025 including the arrangements for the Citizen Awards**

It was agreed that all nominees would be invited to attend the Annual Parish Meeting and winners to be announced on the night. Nominees that are not selected to receive a reward will receive a certificate.

#### **25/56 To consider members for committees and working groups**

It was unanimously agreed that Cllr Croker will join the Amenities and Infrastructure committee, Personnel and Resources committee, Village Centre Strategy Working Group and the Resilience Working Group. Cllr Croker would like to be included in the College Liaison meetings with Brockenhurst College.

Cllr Harris will join the Commemorative Plaque Working Group

#### **25/57 Correspondence**

NFDC/NFALC Local Government Reorganisation event – noted

**25/58 Accounts for payment:** Proposed, seconded and agreed

Brockenhurst Village Hall	Meeting room hire	£350.32
Lyndhurst Landscapes	WM maintenance Feb	£162.00
Viking	Stationary	£115.18
J Humphrey	Payroll February	£42.00
Lymington Times	Recruitment adverts	£403.20
Cllr Bartlett (desk)	Reimbursement of purchase	£40.00
Forestry England	Allotment site rent	£325.00
WEL Medical	Defib pads	£80.28
Corbins Florist	Flowers – Harding Fund	£3.95
Wessex Windows	Office windows – February	£12.00
Westbeams	Tree work	£168.00
Masonic Hall	Hall hire	£36.00
Streets	Supplies	£103.05

Payments made:-

Mailchimp	Email newsletter sub	£12.48
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**25/59 Clerks & RFO report**

It was noted that all the risk assessments are up to date.

War Memorial update – a contractor has carried out a site visit and agreed that there is space for one additional name to be added. However, all the fixings are rusted and it is not clear whether the existing large bronze plaque can be safely removed without causing damage to the War Memorial, which may be expensive to repair and there are concerns how the plaque would then be re-attached if the previous fixings could not be used. Two quotes have been requested, one to carry out the work based on there being no problems to remove and re-attach. A second quote for a small plaque, in keeping with the large plaque which could be added below the existing plaque.

Bin outside Tesco update – this is an ongoing matter with NFDC Streetscene

War memorial planting is due to be carried out on the 10<sup>th</sup> April.

Further to the revised Financial Regulations put in place by the Parish Council with effect from November 2024, NALC have issued an updated template to take account of the Procurement Act 2023 and the Procurement Regulations 2024 which came into force on 24<sup>th</sup> February 2025. The new RFO will look at this.

Reminder litter pick – 24<sup>th</sup> March 3pm

Subject to any amendments it is hoped that the new PC website will go live on the 25<sup>th</sup> March.

Due to the office photocopier breaking the clerk advised that the office would continue with using the printer/scanner only and monitor the additional cost of printer ink and review either repairing or replacing the photocopier if required.

**25/60 Items to note - to include items raised by members of the public**

All items raised by members of the public were discussed under item 25/52.

Cllr Bowles would like to consider setting up a WhatsApp group for the Parish Council. Item for the next agenda.

Cllr Harris requested that Councillor office sessions are amended from 11-1pm to 10-12. Cllr Harris suggested that the new RFO would be a good person to ask about his impression of the effectiveness of the Parish Council, after he has been in post for three months.

**25/61 Date of Next Meeting:** Tuesday 15<sup>th</sup> April 7pm at Brockenhurst Village Hall

**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.**

**25/62 Recruitment of RFO**

It was unanimously agreed to appoint Danial Faulkner for the role of Responsible Finance Officer with an immediate start to be confirmed.

The meeting closed at 9.11pm

