

**MINUTES OF THE MEETING OF BROCKENHURST PARISH COUNCIL  
HELD ON TUESDAY 21<sup>st</sup> JANUARY 2025 AT BROCKENHURST VILLAGE HALL**

**Present:**

Cllr R Horne	Chairman	
Cllr A Bartlett	Cllr R Bowles	Cllr M Harris
Cllr P Hollins	Cllr J Korbey	
Cllr P Pearse	Cllr K Whittle (from 7.10pm)	
Cllr J Wingham	Cllr R Wolstenholme	

Mrs H Lawrence Parish Clerk  
Five members of the public

### **Public Presentments**

A presentment was given on behalf of the Brockenhurst Community Action Group (BCAG). The group wishes to work with the Parish Council to support and strengthen Brockenhurst community resilience by helping to understand risks, prioritise prevention and to promote a whole community approach.

**25/01 Apologies for absence:** None

### **25/02 Declarations of Interest/Requests for Dispensation**

Cllr Wingham declared an interest in 25/08ii.

### **25/03 Minutes of the Meeting held 7<sup>th</sup> January 2025**

Proposed, seconded and signed as a correct record.

### **25/04 County Councillor's Report**

Cllr Mans gave an update on the Government Devolution White Paper and how this would affect HCC and the whole of Local Government.

Cllr Mans advised that he has a small amount of money left in his devolved budget and applications should be submitted as soon as possible.

### **25/05 District Councillor's Report**

Cllr Parker reported on his involvement regarding local flooding issues and he hope that some positive actions can be achieved.

NFDC has an uncertain future with the Government Devolution White Paper. There are ongoing concerns for the parking problems in the village. It was noted that there is a road closure on Burley Road in Bashley for 4 – 6 weeks. Cllr Whittle advised that the digger is being left in the road at weekends and causing an obstruction.

### **25/06 Election of Vice-Chairman**

Cllr Wolstenholme was unanimously elected as Vice Chairman

Proposed by Cllr Pearse proposed and seconded by Cllr Bowles.

### **25/07 Vice-Chairman's Declaration of Acceptance of Office**

The declaration of acceptance of office was signed by Cllr Wolstenholme

## **25/08 Reports and response to Consultations:**

- i) Planning committee meetings held 26<sup>th</sup> November 2024 & 17<sup>th</sup> December

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

- ii) Village Centre Strategy Working Group 28<sup>th</sup> November & 9<sup>th</sup> January

Cllr Bowles gave an update on the meetings which included possible art projects and discussion regarding the installation of the HCC Brookley Road Scheme. It is hoped that funding can be sourced to consider whether it is possible to install new bins, benches and bikes racks.

A recommendation was made for the purchase of a copy of the Directory of Grant Finding Trusts (DSC) at a cost of £135.00. It was agreed that this may be useful source of information and that the online option was too expensive. It was agreed that the clerk will arrange for the purchase of the publication subject to research as to whether there are options to purchase the book at a lower cost or whether the same information is available via local government organisations.

The Friends of Brockenhurst Station have asked the Parish Council if they wish to co-operate with them in the preparation of a submission to the SWR Customer and Communities Improvement scheme by having a joint meeting to join up our individual aspirations for Village accessibility from the Station to Brookley Road. It was agreed that it would be appropriate for the Village Strategy working Group to do this.

### **ACTION: Clerk to action Directory publication**

- iii) Patient Participation Group

Cllr Harris confirmed the date of the next meeting. An update was requested by Cllr Harris following the request made at the last Parish Council meeting from the Patient Participation Group for the village directory to be reintroduced. Councillors understood the need for reintroduction of the village directory and the clerk has advised that she has asked the RFO to look at the financial situation with the previous editions as there is no provision in the budget to recover additional cost above that obtained from advertising

Two points were raised by councillors regarding concerns for residents that are given appointments in either the Brockenhurst or the Sway surgeries and the difficulty this will cause some people to travel. A query was raised regarding the use of different surgery phone number on different days. Cllr Harris noted both points.

### **ACTION: Clerk/RFO to review expenditure of previous editions**

- iv) Citizens Award Working Group

Cllr Pearse advised that a meeting of the working group has been held and the recommendation that the three categories are the same as last year, along with the same wooden plaques for prizes and the same poster subject to the amendment of the dates.

The aim is for submission during February, judging in March and presentation at the Annual Parish Meeting on the 30<sup>th</sup> April 2025.

Whether all nominees are invited to the APM or just the winners of each category will be looked at once the number of nomination are known.  
All items unanimously approved.

**ACTION: Cllr Pearse to make arrangements for the poster and obtain cost of plaques**

v) NFDC Resilience Forum held 4<sup>th</sup> December

Cllr Horne and the clerk attended the forum and gave an overview of the subjects covered in this and the previous forum.

### **25/09 Resilience/emergency plan and formation of a working group**

It was noted that we do have an old Emergency Plan and this is a good base to start to review and update the plan. It was noted that information from NFDC for this forum has been requested.

It was unanimously agreed that a working group should be formed to take this forward, to include councillors and non-councillors. The working group will comprise of Cllr Horne, Cllr Bowles, the clerk when required and a member from the Brockenhurst Community Action Group. Clerk to draw up the terms of reference for the working group and a date for the first meeting to be arranged.

**ACTION: Clerk to draw up the Terms of Reference**

### **25/10 Flooding in Brockenhurst**

Cllr Horne discussed the previously circulated report.

It was unanimously agreed that the responsibility for sending correspondence should be delegated to Cllr Horne and the clerk. This will hopefully help with supporting the work of the Brockenhurst and New Forest Flood Action Group and communication with other authorities.

It was raised again that HCC have not given permission for the Parish Council to monitor the Watersplash and control the road closed signage as and when required. Cllr Mans is happy to make enquiries on our behalf to establish if the Parish can be responsible.

Cllr Mans asked to be copied into emails regarding flooding.

**ACTION: Clerk to send information to Cllr Mans**

### **25/11 Parking problems in Brockenhurst**

It was noted that there are several locations in the village that residents have advised of ongoing parking issues, including Mill Lane, Vinneys Close, East Bank Road, Auckland Avenue and Auckland Place.

It was agreed that information will be passed to Cllr Mans.

**ACTION: Clerk to send information to Cllr Mans**

**25/12 Update on Martin's Corner Footbridge** – no update, item for the next agenda

**25/13 Update on the Village Sign** - Cllr Wingham gave an update on the project.

**25/14 Annual Parish Meeting 30<sup>th</sup> April 2025**

It was agreed the APM will follow the usual format and include the Citizen of Brockenhurst award ceremony. Local organisations will be invited to give a short report.

**25/15 Review of the Co-option Policy**

With a couple of amendments to the process during a Parish Council meeting, the policy was unanimously approved.

**25/16 Correspondence** - none

**25/17 Accounts for payment:** Proposed, seconded and agreed.

Accounts for payment

Ross Boyle Electrical – dismantle Christmas lights - £2,520.00

Corbins Florist – Harding fund - £25.00

Wessex Windows – office window cleaning - £12.00

Maria Jones Funeral Director – refund of overpayment - £740.00

Village Hall – meeting room hire - £195.70

Payments made

P&D Hannon – office rent 2 months - £1,250.00

BT – office communications 2 months - £138.32

Unity Trust Bank – bank charges - £22.20

Asda – office supplies - £4.00

Post Office – postage - £13.60

HCC – licence for Christmas lights - £92.00

Christmas Direct – Christmas lights - £292.87

Mailchimp – subscription 2 months - £24.98

ICO – subscription - £35.00

Morrisons – Christmas competition prizes - £21.00

**25/18 Confirmation of Precept requirements for 2025/26**

It was confirmed that £151,992 has been requested from NFDC.

**25/19 Update on RFO recruitment and handover** – the clerk gave an update

**25/20 Clerks & RFO report**

The clerk was pleased to report that the Foundation/Bronze level of the NALC Local Council Award Scheme has been awarded to the Parish Council. The accreditation information will be added to the website.

HCC were in Brookley Road today looking at the drainage in the surrounding area to the site for the Brookley Road Scheme. This work is due to be carried out before the work on the scheme can be carried out. No further information or dates available yet.

**25/21 Items to note - to include items raised by members of the public**

Cllr Horne acknowledge the presentment made by representative of the BCAG, the action from which were discussed under item 25/09.

Cllr Korbey wished to express his thanks for the work that Tiffany has done and asked whether a letter should be sent.

Cllr Wingham queried how Speedwatch choose their sites and how this affects the Police rota for sites for their own speeding checks. It was agreed that the clerk will ask PCSO Williams.

Cllr Hollins asked whether Parish Councils carry out a review of their performance, including the effectiveness of committees. It was discussed that there is a four year plan for actions but not for performance. It was noted that NFDC do bring in staff from another local authority to carry out a feedback/performance review and perhaps something similar could be consider.

Cllr Wolstenholme made everyone aware of the current shoplifting problem in the village.

**25/22 Date of Next Meeting:** Tuesday 18<sup>th</sup> February 7pm at Brockenhurst Village Hall

The meeting closed at 9.05pm