

**MINUTES OF A MEETING OF BROCKENHURST PARISH COUNCIL
HELD ON TUESDAY 21st NOVEMBER 2023 AT BROCKENHURST
VILLAGE HALL**

Present:

Cllr P Wales	Chairman
Cllr R Horne	Vice Chairman
Cllr J Wingham	Cllr J Korbey
Cllr P Hollins	Cllr R Wolstenholme
Cllr P Pearse	Cllr R Bowles
Cllr M Harris	Cllr K Whittle
Carolyn Griffiths	Advertiser & Times (until 8pm)
Mrs H Lawrence	Parish Clerk
Mrs T Pritchard	RFO and Assistant Clerk
Eight members of the public	

Public Presentments:

Concerns were raised for the muddy state of the pavement at the bottom of The Rise.

Concerns were raised for part of the gravel path at Black Knowl which due to the wet conditions makes the path impassable for anyone with a pushchair or wheelchair.

A presentment was given regarding the benefits of having webcams in Brockenhurst, including how this could promote the village to tourists and provide monitoring for flooding. There may be funding available from the environment agency for monitoring water levels.

23/177 Apologies for absence: Cllr A Bartlett

23/178 Declarations of Interest/Requests for Dispensation

Cllr Whittle and Cllr Horne declared an interest in accounts for payment 23/186.

23/179 Minutes of the Meeting held 17th October 2023

Both were proposed, seconded and signed as a correct record.

23/180 County Councillor's Report – In the absence of Cllr Mans no report was received.

23/181 District Councillor's Report

Cllr Parker was unable to attend but gave a short report to confirm that he was raising Southern Water major issues within the council.

23/182 Reports and response to Consultations:

i) Community Forum held 18th October

Cllr Wales and 80+ people heard how NFDC and local charities provided insight into the impact and set out their actions to address cost of living concerns

ii) Planning committee meetings held 24th October

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

iii) Events Committee meeting held 25th October

Cllr Pearse reported that the road works are taking place in Brookley Road then the 2024 Pancake Races may need an alternative location.

A run down of the Christmas Fun Evening was given. Ideas for an event for the 80th Anniversary of D Day are being considered by the committee and will be discussed at the next meeting.

Councillors discussed that in previous years there was a summer event which incorporated a carnival which was noted for the events committee to discuss in the future.

iv) P&R Committee meeting held 7th November

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

- a) The recommendation to increase the cemetery fees by 5% from the 1st April 2024.
- b) The recommendation to approve the updated Financial Regulations, Financial Internal Control Policy with no amendments, Investment Strategy with no amendments, updated Sickness Policy and the new Training and Development Policy.
- c) The recommendation to transfer the existing pensions discretions to the current Hampshire Pension Service template.
- d) The recommendation to approve the following grants:-
 - £800 for Brockenhurst Royal British Legion.
 - £500 for Oakhaven Hospice Trust
 - £4571.88 for Brockenhurst Parochial Church Council

All items were unanimously approved.

v) Brockcare AGM held 7th November

Cllr Wales attended and advised that Brockcare are looking for more volunteers. They are open for referrals and will be providing Christmas Day lunches.

vi) Remembrance Events 11th and 12th November

Cllr Wales reported that the services went well. It was noted that the road closure for Sway Road only was sufficient, but timings may need to be amended for next year. The new Fire Bell post was installed and the bell rung by the church bell ringers. Cllr Whittle was thanked for his work to install the new post and it was confirmed that the plaques were removed from the old post and will be blacked in and polished and then attached to the new post.

vii) Bailey Trust held 20th November – Cllr Wales gave an update.

23/183 Update on flooding actions in Brockenhurst

The concerns for the recent flooding were discussed and it was noted that no houses have flooded but some did come close, but some outbuildings were flooded. Peter Hebard leading The Flood Action Group and Alan Bartlett were thanked for all their work with it being noted that these issues were raised at the Friends of Brockenhurst AGM.

23/184 Citizens Award 2024

Cllr Pearse confirmed that the advertising and nomination forms will be available from January 2024. The three categories will be:-
Brockenhurst neighbour or friend of the year.
Contribution to Brockenhurst life
Young person of Brockenhurst

ACTION: Clerk and working party to agree the poster and nomination form

23/185 Correspondence

NFALC Constitution, Vision Statement and Assessment – it was noted that an Extraordinary General Meeting is due to be held on the 12th December.

NFALC NFDC parking clock charges 2024 – it was agreed that the increase in cost is disproportionate and questioned where the money will be going to. It was agreed in principle to support concerns raised.

23/186 Accounts for payment: Proposed, seconded and agreed;-

Brockenhurst Village Hall	Hall hire	£342.00
Gates Engineering	fuel	£15.76
Streets Ironmongers	supplies	£103.56
J Humphry Associates Ltd	payroll October	£36.00
Lyndhurst Landscaping	WM maintenance	£150.00
HALC	publications	£11.00
P Reynolds (Fair Account)	internal audit fee	£595.00
Viking	stationery	£76.96
SLCC membership	Tiffany Pritchard	£183.00

SLCC membership	Heather Lawrence	£121.55
Brassed Toffs	Christmas Fun Evening entertainment	£385.00
K Whittle	Fire Bell Post removal and installation	£2000.00
Cllr Horne	Christmas tree lights	£31.84
Wessex Windows	Window cleaning	£12.00

Payments Made

Mailchimp	subscription (2 months)	£25.65
Asda	office supplies	£2.60
Hampshire County Council	Christmas lights licence	£65.00
Tesco	reimburse RR	£10.00
Regatta	protective clothing	£47.10
Toolstation	protective clothing	£69.98
P&D Hannon	office rent	£625.00
BT	office communications	£64.10
Mr Cooper	Christmas trees	£280.00

23/187 To consider the future actions for the Village Sign application

Cllrs Wales and Horne recently attended a meeting with the current planning officer before she leaves the NPA.

It was agreed that further options should be explored and discussed with the new planning officer. An item for the January agenda.

23/188 Update on the Christmas lights and trees

Cllr Horne reported that the trees and lights are all up. There have been some issues with the lights due to storage issues but most of these are resolved. Cllr Horne was thanked for all his hard work.

23/189 Clerks & RFO report

Work in ongoing to move the parish council email account.

NFDC have confirmed that there will be free parking on Friday 1st December.

The internal audit to 31st October is complete with no issues identified. The next internal audit to 31st January is due on the 19th February 2024.

J Humphrey pay roll providers are increasing their costs by £3.60 per month.

23/190 To confirm NJC National Pay Award to be back dated from April 2023

This was unanimously approved by all.

ACTION: RFO to calculate and arrange payment for the back dated pay for Clerk and RFO

23/191 To consider the budget requirements for 2024/25

After great consideration of all the elements of the budget a final proposal was unanimously agreed.

23/192 To consider the precept requirements for 2024/25

It was agreed by a majority vote that the 24/25 precept will be increased to £70.79 based on a band D property.

23/193 Items to note - to include items raised by members of the public

The Rise and Black Knowl path to be investigated.

The clerk advised that marshals are required for the Christmas Fun Evening and an email will be circulated.

The councillor's office rota will continue in January 2024, which will be circulated and a more detailed analysis of the footfall discussed included in the next review of the four year plan.

It was noted that the collection plate has not been amended on the Brookley Road post box to show that it has a late collection.

ACTION: Clerk to investigate The Rise and Black Knowl path

ACTION: Clerk to circulate marshalling list and January councillors office rota

ACTION: Clerk to contact Royal Mail

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.

23/194 Staffing review

The new assistant clerk is due to start in early January.

It was agreed that Luke Chambers will be offered an extension to his contract for a further six months until the 30th June 2024. The same rate of pay and duties, which will be reviewed as required and will be subject to a pay review in March 2024.

23/195 Churchyard Closure

It was noted that the future arrangements for the maintenance of the closed section of the churchyard is ongoing.

23/196 Date of Next Meeting:

Tuesday 16th January 2024 7.00pm at Brockenhurst Village Hall

The meeting closed at 9.40pm

Signed:

Date: 16th January 2024