

To: Members of the Brockenhurst Parish Council
You are hereby summoned to attend a meeting of the
PARISH COUNCIL to be held at Brockenhurst Village Hall
on 20th May 2025 at 7.00pm

H Lawrence
Parish Clerk
14th May 2025

AGENDA

1. Election of Chairman
2. Chairman's Declaration of Acceptance of Office
3. Election of Vice-Chairman
4. Vice-Chairman's Declaration of Acceptance of Office

Public Presentments: After the Election of the Chairman and Vice Chairman has taken place, a period of ten minutes will be allowed for members of the public present to ask questions or comment on matters affecting the parish and/or its inhabitants.

5. Apologies for absence
6. Declarations of Interest/Requests for Dispensation
- 7 To confirm the Minutes of the Parish Council meeting held 15th April 2025
8. County Councillor's Report
9. District Councillor's Report
10. Update on Brookley Road works
11. Update on Martin's Corner Footbridge
12. Election of Committees and Representatives:

Standing Committees: Events
Amenities and Infrastructure
Nalder Charity Management
Personnel and Resources
Planning

Working Groups: Village Centre Strategy
Climate Action
Citizens Award
Resilience
Commemorative Plaques

Parish Council Representatives:

Bailey Benefice
Brockenhurst Village Trust Directors
Hampshire Association of Local Councils
NF Consultative Panel
New Forest Association of Local Councils
NF Passenger Transport Forum
Local Cycling & Walking Infrastructure Partnership
Plastic Free Brockenhurst
Patient Participation Group (GP surgery)

13. Reports and response to Consultations -
to include ratification of recommendations

- i) Planning committee meetings held 22nd April 2025
- ii) Events Committee meetings held 23rd April
- iii) A&I committee meeting held on 6th May
- iv) Feedback from Anzac Service held 27th April 2025
- v) Feedback from APM held 30th April 2025
- vi) Patient Participation Group report

14. To consider unveiling arrangements and press release for the Village Sign

15. Correspondence to consider and decide on: -

To consider other correspondence as necessary

16. Accounts for payment: -

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|---------------------------|-----------------------|----------|
| Farwells | Village Sign | £3776.94 |
| HALC | Annual Subscription | £ 970.00 |
| HALC | LCPD | £ 216.00 |
| J Humphreys | Payroll Services | £ 42.00 |
| Gates | Fuel | £ 13.84 |
| A&T | Anzac notice | £ 60.00 |
| A&T | RFO Recruitment | £321.60 |
| A&T | APM notice | £ 64.80 |
| A&T | Recruitment 2 weeks | £201.60 |
| Streets | Supplies | £ 29.99 |
| Cherry Forge | Village Sign | £3775.00 |
| Brockenhurst Village Hall | Hall hire | £ 195.70 |
| Wessex Windows | Office windows | £ 12.00 |
| Corbins | Harding Fund | £ 4.50 |
| Corbins | Flowers | £ 35.00 |
| Brockenhurst Village Hall | Copying for VE Day | £ 110.00 |
| Westbeams | Tree work at cemetery | £ 432.00 |
| Brassed Toffs | VE Day entertainment | £ 350.00 |
| TLC | News sheet | £ 110.00 |
| Bronze Design | Citizens Awards | £ 191.00 |
| Tim Light | Auditor | £ 500.00 |
| NF CAB | Grant | £ 150.00 |
| Brockenhurst Brownies | Grant | £ 300.00 |
| Celia Jowett | VE Day reimbursement | £ 33.69 |

Payments made

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|-----------|----------------------|----------|
| BT | Office communication | £ 78.91 |
| PD Hannon | Office rent | £ 625.00 |
| Mailchimp | Newsletter service | £ 11.83 |

17. Update on internal audit and dates for exercise of public rights.
18. To approve a recommendation to spread review and adoption of policies and procedures throughout the year, to enable appropriate attention to be given, including the Standing Orders and the Financial Regulations.
19. Review of delegation arrangements to committees and staff
20. Confirm all meeting dates for 2025 - 2026
21. Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities
22. Clerks & RFO report
23. Items to note - to include items raised by members of the public

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.

24. To consider the lease renewal for the Parish Council office and any required actions
25. Recruitment of RFO
26. To consider the amended HCC Funding agreement for the Brookley Road Scheme
27. Date of Next Meeting

Tuesday 17th June Parish Council Meeting at Brockenhurst Village Hall