

**MINUTES OF THE MEETING OF BROCKENHURST PARISH COUNCIL
HELD ON TUESDAY 15th APRIL 2025 AT BROCKENHURST VILLAGE HALL**

Present:

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

Mrs H Lawrence Parish Clerk
12 members of the public

Public Presentments: A presentment was 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. A petition has been signed by 1360 people and this is due to be submitted to HCC tomorrow. It was noted that BBC South Today article was televised on Monday along with being mentioned on local radio.

A further presentment was given regarding the cost of the block paving that the Parish Council is paying for and questioned whether this is the incremental cost of any work that would have to be done anyway for that section of pavement.

A presentment was given regarding Martin's Corner footbridge and the proposal by Forestry for the bridge to be removed. It was mentioned that as far as everyone is aware there have been no public reports of any accidents from users of the bridge.

25/63 Apologies for absence: None

25/64 Declarations of Interest/Requests for Dispensation

Cllr Bartlett declared an interest in item 25/75.

25/65 Minutes of the Meeting held 18th March 2025

Proposed, seconded and signed as a correct record.

25/66 County Councillor's Report

Cllr Mans reported on devolution and how this will affect the re-organisation of local government. Comments regarding the Brookley Road Scheme in 25/68.

25/67 District Councillor's Report

Cllr Parker mentioned the New Forest Association of Local Council event on the 28th April which four councillors and the clerk from each parish can attend. Comments regarding the Brookley Road Scheme in 25/68.

25/68 Update on Brookley Road Scheme and to consider future actions

Cllr Horne gave an overview of the current situation and a response from Hampshire County Council's Patrick Blogg, which was received that afternoon, was read out.

It was proposed and seconded and unanimously agreed that a further reply to HCC should include a firm request for the works to be delayed until October 2025.

Cllr Mans advised that he has a meeting scheduled with the leader of HCC Nick Adams-King and Patrick Blogg next week to discuss Brookley Road, it was noted that with the works starting next Tuesday that the meeting should be rescheduled into this week, if possible.

Cllr Parker gave an overview of the needs of the local businesses and the need to support local traders during the next two months.

The clerk confirmed that the amended HCC Funding agreement has been received and the wording needs to be amended to reflect the element of the project that is being funded by the Parish Council. It was unanimously agreed that the clerk will request the amendment to the document. It was further agreed that once the agreement is suitably amended and the costing and time schedule of the project phases provided the document will be circulated and the clerk will sign and return the document to HCC, unless another meeting of the council is required.

ACTION: Clerk/chairman to send urgent replies to HCC

25/69 Update on Martin's Corner Footbridge and to consider future actions

Cllr Horne gave an update on the situation and advised the Forestry England have advised today that no decision has been made yet.

ACTION: Clerk to liaise with Forestry England

25/70 Reports and response to Consultations:

- i) Events committee meeting held 19th March 2025

Cllr Pearse can an update including details of the VE 80 event on the 10th May.
Cllr Wingham confirmed the arrangements for Rail 200 on the 1st June.

- ii) Planning Committee meeting held 25th March

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

- iii) Solent Cluster meeting held 4th April 2025

Cllrs Pearse and Croker attended this meeting and gave an update on item discussed which included climate issues.

- iv) Patient Participation Group report

Cllr Harris reported that there is a temporary Practice Manager at the surgery.

The suggestion box is due to be fitted in the surgery.

The group are being to find a way to engage with the wider community.

A query was raised regarding non-residents being sent to Lymington, which Cllr Harris will make further enquiry with the surgery.

- v) BVT Village Communications meeting

Cllr Pearse reported that a recent meeting was held to discuss a way of having a multi-channel communication set up in the village. A report will be given at our Annual Parish Meeting.

vi) Resilience Working Group

Cllrs Horne and Croker held the first meeting at which the agreed first task is to create a new emergency plan. A report will be given at our Annual Parish Meeting.

vii) Parish Town Training - Preparing for a Unitary Future

Cllrs Horne, Croker and Korbey attending this training course and gained a lot of information.

25/71 Update on Village Sign, to approve additional expenditure and to confirm installation arrangements

Cllr Wingham gave an update on the manufacture and date for the installation of the Village Sign. The additional expenditure for the manufacture of the two small metal badger at a cost of £59.25 + VAT.

By a majority vote it was agreed that the VE 80 plaque for the Village Sign proposed by Cllr Wingham would be referred to the A&I for further discussion.

It was noted that Brockenhurst College has been unable to trace the student that created the design in 2019. Details of any ceremony or press release to be confirmed once the Village Sign is in place.

ACTION: A&I committee to discuss VE 80 plaque

25/72 To consider exploring the feasibility with relevant partners of rerouting part of the current National Cycleway 2 in such a way as to avoid the Sway Road railway bridge to better provide a safer cycle and pedestrian route from Sway Road Brockenhurst to the south and west of the village

It was unanimously agreed that Cllr Croker should explore the feasibility on behalf of the Parish Council.

Correspondence regarding the New Forest A35 crossings feasibility study was mentioned and it was noted that Cllr Pearse will be attending the scheduled meeting.

25/73 Confirm final arrangements for the Annual Parish Meeting 30th April 2025 including the Citizen of Brockenhurst Awards

The clerk gave an update on the arrangements. Cllr Pearse confirmed the arrangements for the Citizen of Brockenhurst Awards.

There were a good number of nominations which were judged by Cllr Wales, Reverend Simon Newham and the chair of Brockenhurst Village Trust, Kevin Plummer and a winner for each of the categories were decided.

Letters will be sent to all nominees in early April and the winners invited to the Annual Parish Meeting to collect their award.

A £200 budget was unanimously agreed for the purchase of the awards.

25/74 Correspondence – None

25/75 Accounts for payment: Proposed, seconded and agreed

Smart Marketing	New website set up	£832.80
Smimie Shine	Office cleaning March	£ 45.00
Chainsaws & More	2 x mower repairs	£709.50
ICCM	Membership	£105.00
Brockenhurst Village hall	Hall hire	£409.35
NALC	LCAS fee	£ 60.00
VisionICT	Email hosting fee	£108.00
J Humphreys	Payroll services	£ 42.00
NFDC	Annual bin emptying	£1509.70
Bronze Design	VE Day invites & posters	£ 64.00
SLCC	Membership – C Jowett	£150.00
Lyndhurst Landscapes	WM maintenance	£230.04
Streets	Supplies	£102.05
Parish Town Training	Councillor training	£ 30.00
AdvantageEdge	Account software renewal	£652.80
Bashley Plant Centre	War Memorial plants	£791.00
(It was agreed that funds will come from unearmarked reserves for 24/25 budget)		
Wessex Windows	Office windows	£ 12.00

Payments made

Mailchimp	Newsletter service	£ 11.99
Staples	Chairman allowance	£ 34.00
RBL shop	2 x poppy wreaths	£ 49.98
Tesco mobile	Groundsman mobile	£ 10.00
BT	Office phone & broadband	£ 71.43

25/76 To appoint Lightatouch as internal auditor and confirm there are no conflicts of interest with Brockenhurst Parish Council. To confirm that read only access to the EdgeIT system will be made available for the year end review.

It was unanimously agreed to appoint Lightatouch and it was confirmed that there is no conflict of interest between Brockenhurst Parish Council. Read only access to EdgeIT was agreed.

ACTION: RFO to contact Lightatouch and EdgeIT

25/77 To confirm the external auditor is BDO and there are no conflicts of interest with Brockenhurst Parish Council

It was confirmed that there is no conflict of interest between Brockenhurst Parish Council and BDO.

25/78 Review and approval of Asset Register

The circulated asset register was unanimously approved.

25/79 Clerks & RFO report

The RFO has carried out an overhaul of the existing administration of the allotments.

Working is continuing on closedown of the 2024/25 accounts and associated preparation of the AGAR and Internal Audit self-assessment. Other year end activities including completion of Hampshire Local Government Pension Scheme and HMRC, PAYE and NIC returns.

25/80 Items to note - to include items raised by members of the public

All items raised by members of the public were discussed under items 25/68 and 25/69.

Cllr Bartlett reported that along with Cllr Croker and our two groundsmen, seventy plants we successfully planted in the War Memorial Gardens. A few more plants are still to be sourced to complete the project.

Cllr Croker expressed concern for the Cross Country rail service and requested that this is an item for the next Parish Council agenda.

25/81 Date of Next Meeting: Tuesday 20th May 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.

25/82 Recruitment of RFO

It was noted that Danial Faulker has been unable to pursue the role of Responsible Finance Officer. Mina Beckett will continued as temporary RFO for one more month.

Recruitment adverts will be arranged in the Lymington Times, Indeed, HALC, Parish Council's website, noticeboards and Facebook page.

It was reconfirmed that the clerk can source a locum RFO until a permanent employee can be appointed.

The meeting closed at 9.10pm

Signed:

Date: 20th May 2025