

**MINUTES OF THE MEETING OF BROCKENHURST PARISH COUNCIL  
HELD ON TUESDAY 17<sup>th</sup> JUNE 2025 AT BROCKENHURST VILLAGE HALL**

**Present:** Cllr R Horne (Chairman), Cllr R Bowles, Cllr M Croker, Cllr M Harris, Cllr J Korbey, Cllr K Whittle, Cllr J Wingham, Cllr R Wolstenholme,

**In attendance** Mrs M Marler-Roe, Responsible Finance Officer  
NFDC District Cllr A Parker

Seven members of the public

Chairman's opening remarks:

Cllr Horne made a statement to say that Council was aware of recent reports in the local press and would not be commenting further on them. He reminded members of their obligations under Standing Orders regarding making public comments.

**Public Presentments:**

- a. A presentment was given against the new bin arrangements for people whose houses are at the end of a private road. Initially they were told that the bins would be collected from the edge of their property whereas now, they have been told they must move the bin themselves, to the edge of the highway for collection.
- b. Cllr R Bowles read out presentment that had been sent to her by a local resident, who witnessed a near miss accident at Martin's Road bridge. They hoped that the safety implications regarding increased footfall in Meerut Road are being adequately considered and that safety had been overlooked due to financial matters.
- c. Cllr R Bowles read out a presentment she had received about signage on Brookley Road requesting signage to make it clear that motor homes, caravans and vehicles over a certain size/ weight limit, cannot go down Brookley Road and how this can be enforced so that traffic uses the intended route across the Rise rather than cut through Brookley Road.

**25/119 Apologies for absence: Received and accepted from Cllr P Hollins, Cllr P Pearse & County Cllr K Mans**

**25/120 Declarations of Interest/Requests for Dispensation: None**

**25/121 Minutes of the Meeting held 3<sup>rd</sup> June 2025**

Proposed, seconded and signed as a correct record.

**25/122 County Councillor's Report: No Report as Cllr Mans was absent**

**25/123 District Councillor's Report:**

- a. District Cllr Parker had been approached by a resident regarding signage that they considered excessive and was causing light pollution outside their houses on Sway Road. He gave them advice on who to contact within NFDC and wondered if the PC had received any other concerns re this or elsewhere in the village.
- b. Cllr Parker also raised the issue of bin collections, especially food waste collections, for people who live in private roads who are concerned about having to move their bins a substantial distance rather than the usual edge or curtilage of their properties a policy established for decades. Cllr Parker had approached NFDC waste management team with these concerns and hopes the former will improve over

- time. He had also written to Cllr Geoffrey Blunden highlighting these issues and promised to keep in touch and keep going with it.
- c. Another resident had asked why the water splash bungs have not been removed; is it related to the Brookley Road works? Cllr Parker advised this was the case.
  - d. Cllr Parker was invited to see the new flats at Connaught Place, next to the train station. Purchased by NFDC with S106 development contributions these affordable new homes have been built to a high standard by Bayview developments. NFDC are intending to involve the PC in helping to establish local need for these properties, to be bought under shared ownership and to find local buyers.
  - e. Cllr Parker attended the 3 villages bike ride event last weekend, 30 bikes were marked by police at the finishing line. Organised to promote safer cycling routes between the communities in the New Forest.
  - f. Cllr Parker reported that Hampshire is one of the least safe places to cycle in the UK and within the bottom three in the Country. The New Forest has the worst record in all 11 districts of the county and is no longer considered a safe place to cycle. He suggested council considered a working group to consider this further.
  - g. The chairman acknowledged the problem regarding bin collections and requested Cllr Parker report back to NFDC.

#### **25/124 Update on Brookley Road Scheme and to consider future actions after completion on the works**

- a. The chairman gave an update on the roadworks. He suggested NFDC allow a 1 day closure to celebrate the new layout and requested District Cllr Parker support the request.
- b. The report from the project manager confirms the works will be complete this Thursday 19<sup>th</sup> June. The press will be asked to give some positive reflections of this work.
- c. A question was asked on why the pavement was widened which was not in the published plan. Large lorries can't turn and have to drive over the pavement. The chairman agreed to take up with Hampshire County Council (HCC).
- d. Members advised the 6'6 limitation on Brookley Road is poorly enforced.
- e. The chairman drew members attention to the No Loading Traffic Regulation Order outside Tesco.

#### **25/125 Update on Martin's Corner Footbridge and future actions**

- a. Members discussed the footbridge at Martins Corner. The clerk has been liaising with Forestry England and Hampshire County Council to arrange the meeting with the Parish Council.
- b. Members thanked the clerk for ongoing efforts to resolve the issue and affirmed the desire to retain the footbridge and maintain it in a safe manner.

#### **25/126 Reports and response to Consultations:**

- a. **Planning Committee meeting held 27<sup>th</sup> May 2025.** Cllr Korbey gave an update on the planning meetings and updated members regarding ongoing issues.
- b. **Resilience Working Group held 21<sup>st</sup> May 2025.** Cllr Horne had circulated initial reports from the working group. The working group will consider these in due course. The framework from within which the working group will work is annexed to these minutes.
- c. **NFALC meeting held 29<sup>th</sup> May 2025.** Cllr Korbey gave a verbal report on the meeting
- d. **Village Centre Strategy Working Group** The group is waiting on the highways licence for the cycle rails / grips, which could still take several months.

- e. **Patient Participation Group report.** Cllr Harris reported that the temporary practice manager is now permanent. The group will consider how to best reflect the needs of the wider population.

**25/127 Village Sign completion of project**

- a. Cllr Horne advised that this project is now complete, with a final cost £10,202.25 of against a budget of £10,000. The additional £202.25 will be taken from the general fund.
- b. It had been unable to establish the students that were involved in the original design.
- c. Because of the nature sign in cut steel, it was not been possible to include the village logo.
- d. Members were asked to consider an unveiling ceremony, inviting the students themselves or the college.

**25/128 Correspondence**

A Brockenhurst Map had been received, designed by Bronze Design.

**25/129 Accounts for payment: The following payments to be made were noted.**

Viking	Stationary	£128.24
National Allotment Society	Membership	£84.00
J Humphrey	Payroll services	£42.00
Todeka Ltd	Locum RFO May	£1502.22
Streets Ironmongers	Supplies	£64.42
Gates	Fuel	£13.48
Wessex Windows	Office windows	£ 12.00
John Wingham	Village Sign badges	£ 71.10
Village Hall	Hall hire	£ 62.15

**25/130 Approval of Annual Governance and Accountability Return 2024/25**

- a. Members considered the Internal Audit report and auditor’s covering letter. which were noted.
- b. Members reviewed the AGAR Section 1 Annual Governance Statement. The Annual Governance Statement was **AGREED** and the chairman authorised to sign.
- c. The RFO presented the AGAR Section 2 Annual Accounts Report. The Annual Accounts Report was **APPROVED** and the chairman authorised to sign.
- d. Members noted the dates for the period for the exercise of public rights from Friday 20<sup>th</sup> June 2025 to Friday 31<sup>st</sup> July 2025

**25/131 Clerks & RFO report:**

Resolved: to purchase an additional printer for the RFO likely cost up to £200

**25/132 Future inspection and management of the allotments**

Cllr Horne advises that an allotment holder had offered to help with the allotment inspections. There are 10 vacant plots and people on the waiting list will need to be shown around. The groundsmen can help with any work that needs to be done in preparing the plots for letting. The Allotment Association will also be asked for their support.

**25/133 Items to note - to include items raised by members of the public**

- a. The chairman advised he would take up the issue regarding collection on private roads with NFDC via District Cllr Parker.
- b. It was noted that the near miss on Meerut Road, may have been attributed partly by the closure of the Martin’s Road bridge. It was felt that the safety is a problem on

that road, irrespective of what is happening with regards to the bridge. Could perhaps mention to highways.

- c. It was also noted that there is a problem with regards to the enforcement of the type and size of vehicles using Brookley Road. It has previously been suggested that a 20mph speed limit be imposed however it was felt this would again be difficult to enforce.

**25/134 Items for future meetings:**

- a. Members requested progress on the Communication Strategy.
- b. Members requested an update with regards to the land purchase at Sparks Green.
- c. Members requested the council considers a sound system at the meetings?
- d. Members requested the council consider having the meetings broadcast on the web
- e. Members requested the council applies for CIL/S106 money from NFDC, (Applications required by 8<sup>th</sup> August 2025) for some new play equipment.

**25/135 Date of Next Ordinary Meeting: Tuesday 15<sup>th</sup> July 7pm at Brockenhurst Village Hall**

**25/136 It was further noted that an Extraordinary council meeting will be held on Tuesday 24<sup>th</sup> June 2025 at 6:30pm to discuss the issue of polling cards for the forthcoming election.**

**25/137 Members RESOLVED to exclude the Public and Press due to the confidential nature of the business to be discussed (Staff Matters, Office lease).**

**25/138 Update on staffing including Parish Clerk recruitment**

- a. The closing date for application for a permanent clerk is midnight 23<sup>rd</sup> June 2025.
- b. The Recruitment sub-committee has delegated authority to process the recruitment and bring a shortlist to council.
- c. Departure of current Clerk, the handover to the Locum will take place on Monday and Tuesday 23<sup>rd</sup>/24<sup>th</sup> June
- d. The previous clerk had offered to remain available on a Consultancy basis to help with cemetery matters.
- e. Members noted that the departing clerk might be entitled to backdated pay from 1<sup>st</sup> April 2025 once the National Pay Award was agreed.
- f. Members **RESOLVED** to retain Heather Lawrence on the payroll for a period of 3 months and then review monthly thereafter.

**25/139 To consider the lease renewal for the Parish Council office**

- a. Members noted that the lease was due to expire on 20th August 2025 and that the landlord was requesting a five year renewal with a break clause after two years.
- b. Members **RESOLVED** to seek an additional, earlier break clause.

The meeting closed at 8:50 pm

Signed: \_\_\_\_\_ Chair of meeting approving minutes

Date: \_\_\_\_\_ Date of meeting approving minutes