



Brockenhurst Parish Council

70 Brookley Road, Brockenhurst SO42 7RA

POLICY, RESOURCES & FINANCE COMMITTEE MEETING

A G E N D A

4 November 2025 at 7.00pm

To be held at
Brockenhurst Village Hall
Highwood Road
Brockenhurst SO42 7RY

1. Public participation time

An opportunity for members of the public to raise issues of concern or interest, make a statement, present a petition, or be part of a deputation. Public participation time will be limited to 10 minutes, with no individual speaker exceeding a maximum of three minutes each. (LGA1972 s100).

2. Apologies

To receive, and consider for acceptance, apologies for absence. (LGA1972 s85)

3. Declarations of interest/Requests for dispensation

To declare any interest relating to the business of the meeting and receive any dispensation requests from the Clerk. (Localism Act 2011 s29-34)

4. Confirmation of minutes of previous meeting held on 2 September 2025

To confirm, as a correct record, the minutes of the previous meeting of the Committee (LGA1972 sch12). [\[LINK\]](#)

5. Matters Arising

To consider any matters arising from the previous minutes.

6. Report from the Responsible Financial Officer – [\[LINK\]](#)

To receive financial update from Responsible Financial Officer.

7. Brockenhurst Gateway Signs

To consider the progress of the project to install gateway signs in Brockenhurst.

- Project Plan – [\[LINK\]](#)
- Project budget – [\[LINK\]](#)

8. Staff Review

To consider commissioning independent review of staffing structure, job design, hours, contracts, etc., of office staff and grounds team.

9. Policies for review

To review or consider the following policies:

- 9.1 Standing Orders [\[LINK\]](#)

9.2 Community Grants Policy [[LINK](#)]

9.3 Social Media Policy [[LINK](#)]

9.4 Press and Legacy Media Policy [[LINK](#)]

10. Budget & Precept 2026/27 – [[LINK](#)]

To consider Council budget and precept for the financial year 2026/27.

11. Report from Clerk & Proper Officer - verbal

Reports provided within this item are to be received, they provide information requested at previous meetings, updates on decisions already taken by the Council, and actions taken under the Scheme of Delegation (where not previously reported) that need to be resolved.

12. Any other items the Chair or members deem urgent

For the Chair or members to report, provide information, or to add items for the agenda at the next meeting. (To include items raised by members of the public.)
Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

13. Date of next meeting

To note the date of the next meeting, which is scheduled for **Tuesday 9 December 2025 at 7.00 pm** and held at Brockenhurst Village Hall, Highwood Road, Brockenhurst SO42 7RY.