



Brockenhurst Parish Council

70B Brookley Road, Brockenhurst, SO42 7RA

Minutes of a meeting of Brockenhurst Parish Council

held on Tuesday 18 November 2025, at 7.00pm, in Brockenhurst Village Hall.

Members Present: Cllr R Horne (Chair), Cllr R Bowles, Cllr M Croker, Cllr J Doughty, Cllr M Harris OBE, Cllr P Hollins, Cllr J Korbey, Cllr Pearse, Cllr Whittle, Cllr J Wingham, and Cllr R Wolstenholme.

Officers Present: Dr G Pettifer (Clerk), Mrs M Marler-Roe (RFO)

PC.25/206 Public Participation

There were two members of the public present.

One member of the public gave a presentment regarding coordinated flood management activity in Brockenhurst.

Cllr Horne started the meeting thanking Harry Codd for his volunteering help on various Council activities within the parish and also David Podmore and others for their help installing the Christmas lights and trees in the village.

PC.25/207 Apologies

There were no apologies.

PC.25/208 Declarations of interest/Requests for dispensation

There were no declarations of interest.

Cllr Pearse asked if potential conflicts of interests should be declared at each meeting. He stated that this was different to the Register of Interests held by NFDC. His concern was that some Councillors had other high-profile roles within the village and felt that these ought to be declared at each meeting.

The Clerk responded by saying that a declaration is required when a topic is being discussed that affects the Councillor's personal or financial interests. The declaration must be made at the start of the discussion for the relevant item, or as soon as the interest becomes apparent.

ACTION: For the sake of transparency, the Clerk is to provide details of Councillors roles and interests, outside of their Parish Council obligations, on future meeting agendas.

PC.25/209 Confirmation of minutes of previous meeting held on 21 October 2025 [\[LINK\]](#)

It was **RESOLVED** that the minutes of the previous meeting, held on 21 October 2025, be **APPROVED**, and were signed by the Chair.

Cllr Doughty requested that an item be placed on the next Full Council agenda regarding funding support for Brockenhurst Speedwatch; for Parish Council support with engagement with Hampshire County Council regarding provision of data of roads to start considering mitigation measures of decreasing speeds and increasing awareness; and for Council support in approaching HCC regarding the poor state of road signage and markings throughout the village. **ACTION:** Clerk to add item to next agenda. **ACTION:** Cllr Doughty to produce report on said item.

PC.25/210 Matters arising from the minutes of the last meeting held on 21 October 2025

There were no matters arising.

PC.25/211 Reports by the Hampshire Council Councillor; New Forest District Councillor; and representatives on outside bodies

To receive the report of the Hampshire Council Councillor; New Forest District Councillor; and any further reports from Parish Council representatives on outside bodies.

25/211.1 Cllr Keith Man, Hampshire County Councillor, gave his apologies and was not present at the meeting.

25/211.2 DCllr Adam Parker, New Forest District Councillor, gave his apologies and was not present at the meeting.

25/211.3 New Forest Local Cycling and Walking Infrastructure Plan (LCWIP) - Cllr Pearce gave his report and explained that the LCWIP was a policy framework, signed off by Hampshire County Council; New Forest District Council; Forestry England; and the New Forest National Park Authority, which could be used to apply for funds to improve local cycling and walking infrastructure. The LCWIP framework had been approved and adopted by HCC and NFNPA, and another tranche of Action Travel England (ATE) grant funding may enable further development of some of the schemes outlined in the LCWIP, including the A35 crossing, but all depends on prioritization by HCC. There are two areas within the LCWIP that are specific to Brockenhurst; Z61 is all about walking and 120.6 is all about cycling. Much activity within the LCWIP takes place within the Cycle Working Group (CWG), which meets about four times a year, and acts to put pressure on the relevant authorities to get projects progressed. While the LCWIP framework has been approved there were no funds for projects, which is why the ATE funding was being anticipated. Cllr Pearce felt the project most relevant to Brockenhurst and most likely to be progressed quickly is the improvement to the A35 that would provide a safer crossing for cyclists

PC.25/212 Reports of Committees and Sub-Groups

The approved/signed minutes of the following committees were **NOTED**:

- a) Planning Committee 23 September 2025 - Cllr Korbey, Chair of the Planning Committee presented a summary of recent meetings. Members had no specific comments or questions.
- b) Amenities & Infrastructure - 05 August 2025 - Cllr Croker, Chair of the Amenities & Infrastructure Committee. Members had no specific comments or questions.
- c) Policy, Resources & Finance - 2 September 2025 - Cllr Wolstenholme, Chair of the Personnel & Resources Committee. Members had no specific comments or questions.
- d) Events Committee – 10 September - Cllr Pearce, Chair of Events, presented a verbal summary of recent meetings. Members had no specific comments or questions. Cllr Pearce thanked Cllr Horne for his work on the Remembrance commemoration events and to those who volunteered with road stewarding. Cllr Pearce reported on the Christmas Fun Evening plans and the details yet to be finalised. Cllr Horne reminded Councillors that volunteer marshals were still being recruited.
- e) Village Centre Strategy Working Group 12 August 2025 - Cllr Bowles gave an update of a recent meeting held by the VCSG and stated that a report was currently being drafted that would be presented to Full Council for consideration.

PC.25/213 Finance and Payments

25/212.1 Councillors considered the November Payment List ([Report 11/8.1](#)). The RFO reported that four items would be added to that list - £340.00 to M. Taylor for the Christmas Trees; £610.00 for BTC contribution to NFDC for the CCTV cameras (1 November to 31 March); and two rooms hires at Brockenhurst Village Hall, one for £131.60 and one for £80.75.

It was **RESOLVED** that payments to creditors in the sum of £2,700.17 be approved.

25/212.2 It was **RESOLVED** that the Bank Reconciliation ([Report 11/8.2](#)), as at 31 October 2025, be approved and was signed by the Chair.

25/212.3 It was **RESOLVED** to approve the appointment of Eleanor Greene, Do The Numbers, as Internal Auditor ([Report 11/8.3](#)), at a cost of £650.00, starting with the annual return for the year ended 31 March 2026. The Chair signed the letter of engagement.

PC.25/214 Five Year Plan 2026-2031

The adoption of the Five Year Plan ([Report 11/9](#)) was debated at length without agreement.

It was **RESOLVED** to return this item to the next Full Council for further deliberation.

PC.25/215 Track Repair Black Knowl allotments

The Clerk reported that repairs to the track leading from the gateway to the allotment entrance were a condition of the lease from Forestry Commission and presented Council with quotes. Councillors debated at length the necessity of track repairs to Black Knowl allotments. Cllr Whittle offered to visit the site and report to Council, as to whether repairs were needed to the full length of the track or just to existing pot holes.

It was **RESOLVED** to defer the decision regarding track repairs until further investigation was carried out.

ACTION: Cllr Whittle to make site visit and report back to the next Full Council meeting.

PC.25/216 Brockenhurst Carnival

Cllr Pearse asked for in principle Council support for a carnival to be held on August Bank Holiday 2026. A varied discussion ensued with suggestions from Councillors regarding ideas for the organisation and delivery of the carnival. Cllr Pearse stated that the Events Committee would provide more details to Full Council following their next meeting. A carnival sub-committee was mooted, but no resolution was made.

It was **RESOLVED** to support a Brockenhurst carnival in principle. **ACTION:** Events Committee to provide a more detailed outline.

PC.25/217 Brockenhurst Level Crossing

The Chair gave a report regarding the recent incident at the level crossing in Brockenhurst, which involved a car, travelling in the direction of Lymington, on the A337, turning left onto the live railway tracks and bursting into flames. After a previous incident of a similar nature, the Parish Council made a request to Network Rail that the barriers be modified to swing horizontally across the tracks and block the railway lines, rather than folding vertically, as at present. This request was denied due to the expense of modifying the barriers. The Chair stated that Brockenhurst level crossing was peculiar, due to the presence of roads in close proximity to the railway tracks. Drivers following sat-nav directions, for example, when being instructed to turn left after the crossing might be confused into turning prematurely left onto the railway line. As this was the third incident of this nature the Chair felt that a formal complaint should be made to the Health & Safety Executive.

Cllr Wingham notified the Chair of the Railway Accident Investigation Branch, which independently investigates accidents to improve railway safety and offered to make enquiries regarding a formal approach.

It was **RESOLVED** to make a formal complaint to the Health & Safety Executive regarding the level crossing and request modifications be made to the barriers on Brockenhurst level crossing to prevent further incidents.

PC.25/218 Policies for Review

It was **RESOLVED** to adopt the Standing Orders ([Report 11/13.1](#)).

It was **RESOLVED** to adopt the Community Grants Policy ([Report 11/13.2](#)).

It was **RESOLVED** to adopt the Social Media Policy ([Report 11/13.3](#)).

It was **RESOLVED** to adopt the Press & Legacy Media Policy ([Report 11/13.4](#)).

PC.25/219 Budget and Precept for 2026/27

Cllr Wolstenholme introduced this item by explaining to Councillors that under the current 2025/26 budget, Brockenhurst Parish Council have a Band D charge of £77.16 against a national average of £91.22. The approach to the budget for 2026/27 has not been pessimistic but sensible of what is likely to happen next year, including a potential election, CCTV costs, bench repairs, village gateway signs, a new broadband/telephone system and IT system for the Parish Office, and a village enhancement/planter scheme. The implications of devolution and the new unitary authority, to replace Hampshire County Council and New Forest District Council, are unknown and the financial consequences are difficult to predict. The draft budget for 2026/27 is indicating that an increase in the precept will be required. The Amenities & Infrastructure Committee and the Policy, Resources & Finance Committee have a final meeting to discuss budget items before a final budget proposal can be presented to Full Council in December.

ACTION: Final budget proposal to be presented to next Full Council meeting.

PC.25/220 Parish Clerk's Report and Council Action List

The Clerk gave a verbal report and began this item by repeating the advice regarding declarations of interest given at the beginning of the meeting and offered to provide members with a copy of the Good Councillor's Guide on request.

The Clerk let Councillor's know that any problems they may have experienced accessing Scribe Accounting was not a glitch with the software but had been caused by a global issue with hosting provider, Cloudflare, which had impacted many businesses worldwide. Cloudflare has now restored normal service, and Scribe Accounting is operating as expected again.

The Clerk stated that the graffiti on the railway bridge at North Road has been reported. Network Rail have confirmed that they will remove the graffiti but, due to limited resources, only the most offensive kind would be dealt with.

The Clerk reported that the trampoline in the playground had been covered over and put out of use due to significant damage. A CIL funding application to refurbish the playground was being progressed with NFDC and the outcome of a decision was currently awaited.

The Action List ([Report 11/15](#)) was **NOTED**.

PC.25/221 Any other items the Chair or Members deem urgent

The Chair responded to the member of the public regarding flood action and reported that there had been long discussions with the Environment Agency (EA) but that their priority was for properties that had experienced significant flooding, which had not materialised in Brockenhurst yet, even though that is what Brockenhurst was trying to avoid. The Chair conceded that difficulties had been experienced with Natural England trying to get fruitful dialogue together with the EA and there currently existed an almost stalemate situation. The Chair would represent the Council and work in collaboration with local representatives to push this matter forward.

Cllr Doughty requested again that the Speedwatch items to be added to the next agenda.

Cllr Doughty asked about progress with Bournemouth Airport regarding aircraft noise and whether help was needed with this matter. Cllr Horne replied that this matter was being dealt with via the National Park Authority and that a report would be presented to Full Council for consideration when details had been confirmed.

Cllr Doughty asked about progress with Forestry England regarding the proposed car parking charges in the New Forest. Cllr Horne replied that this would be discussed during a meeting with FE and that a report would be presented to Full Council for consideration.

Cllr Doughty announced that at the recent AGM of the Friends of Brockenhurst, he had been elected as Chair and would be declaring this interest at future meetings.

Cllr Wingham asked when Councillors were going to get .GOV.UK email addresses. The Clerk responded by explaining that to be compliant it was currently only necessary for the Clerk and RFO to have .GOV.UK email addresses but that under the proposals for a new IT system sorting out emails would be a top priority.

Cllr Wingham asked whether the Winter Newsletter was due. The Clerk explained that a review was being carried out of Parish Council communications, but that time resourcing issues and personal bandwidth had delayed production.

Cllr Wolstenholme asked for thanks to be given, on behalf of the village, to Cllr Horne for his work in installing the Christmas lights and trees, and to Harry Codd for his support, as well as the many others whose names were not known but braved freezing temperatures to help with the decorations. Visitors to Brockenhurst were in awe even though only half of the decorations had been put up to date.

PC.25/222 Date of next meeting

To note the date of the next meeting, which is scheduled for Tuesday 16 December 2025 at 7.00 pm. This follows the Planning Committee meeting.

Meeting closed at 8.34.

Date: _____ Signed: _____