



# Brockenhurst Parish Council

70 Brookley Road, Brockenhurst SO42 7RA

## POLICY, RESOURCES & FINANCE COMMITTEE MEETING

### A G E N D A

9 December 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

4. To declare any interest relating to the business of the meeting and receive any dispensation requests from the Clerk. (*Localism Act 2011 s29-34*).  
Brockenhurst Parish Councillors' [Register of Interests](#).

#### 5. Confirmation of minutes of previous meeting held on 4 November 2025

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

#### 6. Matters Arising

To consider any matters arising from the previous minutes.

#### 7. Report from the Responsible Financial Officer

To receive report from Responsible Financial Officer.

- 7.1 Payments List:** To receive the list of outstanding creditors and balances due for payment including reports of any outstanding payments made, note any queries, and approve payments. (LGA1972 150). [\[LINK\]](#)
- 7.2 Bank Summary Report:** To receive a to-date report of current balances of all bank accounts. [\[LINK\]](#)

#### 8. IT Services Support – to follow

To receive report and quotes for employing IT service support for officers and councillors.

#### 9. Personnel Committee Calendar of meetings 2026

To agree calendar of meetings for Personnel Committee in 2026. [\[LINK\]](#)

**10. Policies for review**

To review or consider the following policies:

**10.1** Terms of Reference – Policy, Resources & Finance Committee [[LINK](#)]

**11. Budget & Precept 2026/27 – to follow**

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

**12. 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.

**13. 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).*

**14. Date of next meeting**

To note the date of the next meeting, which is scheduled for **Tuesday 6 January 2026 at 7.00 pm** and held at Brockenhurst Village Hall, Highwood Road, Brockenhurst SO42 7RY.