



Bramshaw Parish Council New Forest Hampshire

By Order of Melanie Camilleri, Clerk

☎ 07798 698199

✉: bramshawclerk@outlook.com

18 May 2023

Dear Councillor,
You are hereby summoned to attend the
ANNUAL PARISH COUNCIL MEETING
of **Bramshaw Parish Council**
on **Tuesday 23 May 2023 (anticipated start time 7:00pm)**

Immediately after the
ANNUAL PARISH MEETING
which starts at **6:30pm**
in the **Bramshaw Village Hall (Main Hall)**

To transact the following business.

The public and press are welcome to attend.

AGENDA

- 43/23 Election of the Chair and acceptance of office**
- 44/23 Election of the Vice-chair and acceptance of office**
- 45/23 Co-option**
To consider an application from Mr Mark Medley to fill the vacancy as a Member of Bramshaw Parish Council and to resolve to approve his co-option.
- 46/23 Apologies for Absence**
- 47/23 Declarations of interest**
- 48/23 Minutes:** to consider approval of the Minutes of the Parish Council Meeting on **18 April 2023**
- 49/23 Public Forum**
- 50/23 Governance**
- s29(1) of the Localism Act 2011: resolve to confirm Councillors' Register of Interests are published and up to date
 - Resolve to confirm Councillor's commitment to abide by The Local Government Association's Model Councillor Code of Conduct
 - Resolve to confirm Councillor's commitment to abide by Bramshaw Parish Council's Communications Protocol
 - Resolve to re-adopt the Standing Orders
 - Resolve to re-adopt the Financial Regulations

- To assign responsibilities to each Councillor including memberships of groups and committees, and representatives to external bodies
- To note Annual Subscriptions: HALC/NALC and the ICO
- Resolve to appoint an Internal Auditor for 2023/24
- Election Spending Return Form for all elected Councillors (deadline 28 calendar days after day of election)

51/23

Planning

- To consider applications received and resolve on recommendations to be made to New Forest National Park Authority (see Appendix A)
- To note planning decisions (see Appendix B)

52/23

Finance

- To resolve to approve the signatories on the Council's Bank Accounts for which two Councillors must sign any order for payment
- To resolve to approve the Parish Council's Insurance renewal quote (commencing 01 June 2023)
- Annual Governance and Accountability Return 2022/23 Form 2
 - To resolve to confirm that there are no conflicts of interest with the new external auditor, BDO LLP
 - To receive and note the Bank Reconciliation ending 31 March 2023
 - To receive and note the Internal Auditor's Report
 - To consider and resolve to approve the Certificate of Exemption for submission to the external auditor
 - To consider and resolve to approve the Annual Governance Statement
 - To consider and resolve to approve the Accounting Statements and Explanation of Significant Variances Report
 - To resolve to approve the dates for the period of the exercise of Public Rights for the Annual Governance and Accountability Return
- To approve the Cash Flow Report and payments

53/23

Commemorative Tree (Wych Green)

- To note response received from Forestry England and the Verderers in relation to approval of the proposed replacement tree guard design.
- To note concerns expressed by Forestry England regarding the current siting of the tree and resolve to agree actions to produce a map proposing its final siting – to submit to Forestry England and the Verderers for their prior approval.
- To note options (and financial implications) as to who will remove and reinstall the current tree guard and resolve to select the option which the Parish Council considers to be the best (all considered)
- To select the commemorative plaque (options circulated)

54/23

Councillors Reports

55/23

Clerk/RFO

- To resolve to appoint a Councillor to serve as acting Clerk and RFO wef 01 June 2023 until such time a permanent replacement has been recruited
- To resolve to agree hand-over arrangements of the papers of the Clerk/RFO's office before 31 May 2023.

56/23

Correspondence, AOB, urgent matters

- To note Cllr Watts has submitted her resignation which took effect immediately. Action: vacant seat to be advertised for co-option.
- To ratify BPC's nomination for Cllr Bennison to be a Member of NFNPA NE Quadrant

- iii) To note Green Dragon's Temporary Events Notice for a Charity Fundraising Event covering the Sale by Retail of Alcohol and the Provision of Regulated Entertainment on 10 June 2023 (12:00hrs - 23:00hrs) for 400 persons. Last objection date 18 May 2023.

57/23

Date of next meeting

If agreed, the date of the next Meeting for **Bramshaw Parish Council** will be held on **Tuesday 27 June 2023 at 7:30pm** in the **Bramshaw Village Hall (Community Room)**

APPENDIX: PLANNING

23/00581CONS

Address: Little Popes Cottage, LYNDHURST ROAD, BROOK, LYNDHURST, SO43 7HE

Proposal: Fell 4 x Ash trees

Observation date: 18 May 2023

23/00627CONS

Address: September Cottage, CANTERTON LANE, BROOK, LYNDHURST, SO43 7HF

Proposal: Proposal Fell 1 x Yew tree

Observation date: 06 June 2023

APPENDIX B: PLANNING DECISIONS

22/00227

Address: LAND TO THE FRONT OF RUSSETS, FOREST ROAD, NOMANSLAND, SALISBURY, SP5 2BN

Proposal: Creation of new access (close up existing access)

Decision: Grant Subject to Conditions

23/00480NMA (Non-Material Amendment)

Address: HOME FARM HOUSE, ROAD FROM STOCKS CROSS GREEN TO KEWLAKE COPSE, BRAMSHAW, LYNDHURST, SO43 7JH

Proposal: Single storey extension; porch (Application for a Non-Material Amendment to planning permission 22/00267)

Decision: Raise no objection

23/00105FULL & 23/00106LBC

Address: FORGE COTTAGE, BROOK HILL, BRAMSHAW, LYNDHURST, SO43 7JB

Proposal: Replace conservatory roof with solid roof; solar panels

Decision: Grant Subject to Conditions

22/01033CAC

Address: Warrens, ROAD FROM STOCKS CROSS GREEN TO KEWLAKE COPSE, BRAMSHAW, LYNDHURST, SO43 7JH

Proposal: 3no. buildings; demolition 1no. building; associated planting

Decision: Grant Subject to Conditions

23/00493CONS

Address: ROYAL OAK, FRITHAM, LYNDHURST, SO43 7HJ

Proposal: Prune 1 x Oak tree

Decision: Raise no objection