



## Bramshaw Parish Council New Forest Hampshire

---

### Minutes of the Bramshaw Parish Council Annual Parish Council Meeting Held on Tuesday 25 May 2021 at 7:00pm

*Notwithstanding the court ruling that Local Council meetings may not be held virtually after 06 May, as government lockdown restrictions remain in place until 21 June 2021, and physical meetings will present both a health risk (given the current pandemic) and significant additional cost in securing a suitable venue which allows social distancing and other safety measures, this meeting took place by video conference.*

Present:-

Councillors: Martin Vann (MV), Sue Bennison (SB), Kay Harrison (KH), Mark Medley (MM), Adam Coutts (AC), and Cllr Diane Andrews NFDC (DA)

Other: Melanie Camilleri – Clerk/RFO (MC). No members of the public attended.

- 66/21**      **Elect the Chair:** Cllr Martin Vann proposed Cllr Mark Medley. Cllr Sue Bennison seconded the motion. It was resolved unanimously that Cllr Mark Medley be elected Chair of the Parish Council for the ensuing municipal year. Cllr Mark Medley accepted this role.
- 67/21**      **Elect the Vice-Chair** Cllr Mark Medley proposed Cllr Martin Vann. Cllr Sue Bennison seconded the motion. It was resolved unanimously that Cllr Martin Vann be elected Vice-Chair of the Parish Council for the ensuing municipal year. Cllr Martin Vann accepted this role.
- 68/21**      **Apologies for absence:** Jenny Watts (JW) and Cllr Edward Heron (HCC)
- 69/21**      **Declarations of Interest:** None
- 70/21**      **Minutes:** the Minutes of the Parish Council Meeting held on Tuesday 27 April 2021 were approved
- 71/21**      **Operational and Governance matters**
- i) Declaration of General Powers of Competence  
Bramshaw Parish Council meets the criteria for eligibility set out in a statutory instrument (LA 2011 s8 brought into force by SI 965) known as the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 in April 2012. The General Power of Competence was declared as adopted for the current financial year.
  - ii) Allocate Councillor areas of responsibility:  
Planning: SB  
Footpaths: MV and MM  
Highways/Utilities: SB  
Lengthsman: KH and AC  
SafetyNet & Police: None appointed (as role no longer required)  
Bramshaw Trust: MV

Consultative Panel: SB  
NFALC/Quadrant: SB  
Clerk interface: MV and JW

- iii) the job description and contract of employment offered and accepted by MC (to reflect the demands of the role have changed) was unanimously ratified to take effect as from 01 June 2021.

**72/21**

**Scheme of Delegation Policy**

- i) Scheme of Delegation Policy which sets out the Terms of Reference by which the discharge of Council functions (under Section 101 of the Local Government Act 1972) to the Clerk (who is the Proper Officer and Responsible Financial Officer) will operate: **RESOLVED** unanimously to approve and adopt.
- ii) Activation of the Policy: **RESOLVED** by MM (Chair), MV, and SB to activate the Policy with immediate effect.  
MC to create a spreadsheet to record all decision-making acting under delegated powers during the period of activation.

**73/21**

**Next Parish Council Meeting**

The next **Bramshaw Parish Council** Meeting will be held on **22 June 2021 at 7:30pm**. As the Village Hall is still undergoing repair and restoration, MV is viewing and assessing an alternative venue for suitability – to be confirmed.

Being no further business, MM closed the meeting at 7:33pm.

**DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING**