



Bramshaw Parish Council

New Forest Hampshire

📧: [clerk@bramshaw-pc.gov.uk](mailto:clerk@bramshaw-pc.gov.uk)

To: All members of Bramshaw Parish Council:

You are hereby summoned to attend the Ordinary meeting of Bramshaw Parish Council to be held in the Community room of Bramshaw Village Hall on **Tuesday 28<sup>th</sup> October at 19:30.**

Any members of the public wishing to attend please notify the Clerk by email

Signed: Diana O'Grady, Clerk

22<sup>nd</sup> October 2025

### AGENDA

- 75/25 Apologies for absence
- 76/25 Public Participation period
- 77/25 Declaration of Interests and dispensation requests
- 78/25 To confirm the Minutes of the Ordinary Meeting held on 23<sup>rd</sup> September 2025
- 79/25 Parish Representative reports
- 80/25 District / County Councillor Reports

#### Items ongoing

- 81/25 Village flooding
- 82/25 Hedges around the village
- 83/25 Budget
- 84/25 New email addresses
- 85/25 Approve Freedom of Information Guidelines
- 86/25 Approve IT Policy deferred to November meeting

#### New items

- 87/25 Approve list of available documents and charges (Publication scheme)
- 88/25 Clerk salary and back pay
- 89/25 Documents Circulated
  - Freedom of Information Guidelines
  - List of available documents and charges
  - Updated IT Policy

#### 90/25 Planning

##### New Applications

**25/00824FULL** Bramleys, ROAD THROUGH FRITHAM, FRITHAM, LYNDHURST, SO43 7HJ  
Outbuilding; demolition of existing shed

**25/01121PATC** New Forest National Park  
Application under part 16 of the Town & Country Planning (General Permitted Development) Order in respect of proposed telecommunication infrastructure works within the New Forest National Park

##### Trees

**25/01136CONS** Fritham Lodge, ROAD THROUGH FRITHAM, FRITHAM, LYNDHURST, SO43 7HH  
Fell 1 x Copper Beech tree (T1 on the plan)

**Comments:** This is a very prominent tree. The applicant has stated that they will replace with another copper beech. It is hoped this will be monitored and that the replacement copper beech will be as near as possible to the site of the one felled.

**25/01172CONS** BIGNELL WOOD, LYNDHURST ROAD, BROOK, LYNDHURST, SO43 7JA

Prune 2 x Pedunculate Oak trees (*Quercus robur*) (T007 & T022 on the plan)

Fell 4 x Common Ash trees (*Fraxinus excelsior*) (T008, T011., T015 & T026 on the plan)

Fell 3 x Pedunculate Oak tree (*Quercus robur*) (T016, T021 & T023 on the plan)

Fell 7 x Common Beech tree (*Fagus sylvatica*) (T001, T002, T003, T009, T020, T024 & T028 on the plan)

Fell 1 x Scots Pine tree (*Pinus sylvestris*) (T025 on the plan)

Fell 1 group of 5 x Common Ash trees (*Fraxinus excelsior*) (G010 on the plan)

All Works are essential health and safety works - full descriptions, photos and justifications for the tree work is provided in the Arboricultural Survey Report which accompanies this application.

**25/01188CONS** Little Popes Cottage, LYNDHURST ROAD, BROOK, LYNDHURST, SO43 7HE

Fell 1 x Silver Birch tree (T1 on the plan)

91/25 Finance

The following documents circulated electronically:

- Community room booking invoice October £30

BRAMSHAW PARISH COUNCIL Budget							
	APPROVED 2022/23 Budget	APPROVED 2023/24 Budget	APPROVED 2024/25 Budget	APPROVED 2025/26 BUDGET	ACTUAL 2025-26 TO DATE	Variance 2025-26 AGST BUDGET	DRAFT 2026-27 BUDGET
	£	£	£	£	£		£
<b>Payments</b>							
Clerk's salary (incl production of BT)	7,070.52	8,132.28	7,000.00	7,500.00	5,469.15	2,030.85	6,500.00
Clerk's Office (mileage, wfh , tax and NI)	300.00	300.00	250.00	250.00	811.71	-561.71	1,650.00
Clerk's Office (home worker) allowance	97.00	129.19	325.00	325.00	0.00	325.00	0.00
Stationery/Admin	150.00	50.00	150.00	150.00	14.25	135.75	150.00
Clerk & Councillor Training	0.00	0.00	300.00	300.00	0.00	300.00	300.00
Election Expenses	0.00	125.00	0.00	0.00	0.00	0.00	100.00
Insurance	380.00	362.26	550.00	550.00	426.57	123.43	550.00
Subscriptions	345.00	340.00	450.00	450.00	567.86	-117.86	600.00
Audit	150.00	160.00	200.00	200.00	190.00	10.00	200.00
Room Hire	250.00	200.00	300.00	300.00	125.00	175.00	400.00
Village Maintenance: <i>Drainage, ditches etc.</i>	2,100.00	750.00	1,000.00	1,000.00	175.00	825.00	1,000.00
Annual Parish Meeting refreshments	25.00	25.00	30.00	30.00	0.00	30.00	30.00
S137 <i>NF Disability, Church, Citizens Advice, Victim Support, RBL Poppy Appeal</i>	500.00	500.00	500.00	500.00	300.00	200.00	500.00
Other e.g. Defib	0.00	0.00	1,500.00	1,500.00	0.00	1,500.00	1,500.00
VAT paid					30.98	-30.98	50.00
<b>Gross Payments</b>	<b>11,367.52</b>	<b>11,073.73</b>	<b>12,555.00</b>	<b>13,055.00</b>	<b>8,110.52</b>	<b>4,944.48</b>	<b>13,530.00</b>
Precept	8,000.00	10,000.00	10,000.00	11,000.00	11,000.00	0.00	12,000.00
VAT reclaim				0.00	53.73	53.73	40.00
NFDC				0.00		0.00	
Lengthsman				1,100.00	1,100.00	0.00	1,100.00
Other				0.00		0.00	
<b>Gross Receipts</b>	<b>8,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>12,100.00</b>	<b>12,153.73</b>	<b>53.73</b>	<b>13,140.00</b>
BAND D contribution to Precept	£23.20	£29.38	£29.12	£32.03			£34.94
<b>VARIANCE</b>			<b>-2,555.00</b>	<b>3,989.48</b>	<b>4,043.21</b>	<b>-4,890.75</b>	<b>-390.00</b>
		End 2021/22	End 2022/23	End 2023/24	End 2024/25	End 2025/26	
Carry forward figure (Box 7 AGAR)		6,173.00	7,607.48	10,162.48	11,650.69	5271.73	
<i>of which Animal Deaths Fund</i>			1,000.00	1,000.00	1,000.00	1000	
<i>of which Lengthsman Scheme</i>				1,897.00	1,897.00	1897	
<b>Unrestricted Reserves</b>			6,607.48	7,265.48	8,753.69	2,374.73	
<b>Operational Reserves (mths) for 2023/24</b>			7.93	8.72	9.55	2.59	

BRAMSHAW PARISH COUNCIL				
CASH FLOW REPORT		Period: July -Oct 2025		
PAYMENTS				
Date Paid	Method	Payee	Details	TOTAL
25-Jul-25	SO	Diana O'Grady	July Salary and expenses	440.93
25 July 2025	Online	Bramshaw Parochial church council	Churchyard maintenance	300.00
24-Jul-25	DD	HMRC	Quarterly Tax and NI	343.71
27.08.25	SO	Diana O'Grady	August Salary and expenses	440.93
2.09.25	Online	Bramshaw Village Hall	Community room booking July 2025	30.00
2.09.25	Online	Bramshaw village hall	Community room booking September 2025	30.00
19.09.25	DD	Hugo Fox INV-18341	Website and email addresses	20.99
19.09.25	DD	ICO	Annual subscription	47.00
25.09.25	SO	Diana O'Grady	September salary	404.93
25.09.25	SO	Diana O'Grady	September expenses	36.00
25.09.25	Online	Diana O'Grady	Envelopes and stamps	14.25
10.10.25	Online	Bramshaw Village Hall	Community room booking October 2025	30.00
20.10.25	DD	Hugo Fox INV19316	Website and email addresses	20.99
TOTAL				2,138.74
RECEIPTS				
Date	Method	Payer	Details	TOTAL
01.09.2025		Hampshire Highways	Lengthsman Scheme 2025-2026	1,100.00
29.09.2025		NFDC	Precept part 2	5,500.00
TOTAL				6,600.00
FOR APPROVAL				
Inv Date	Method	Payee	Details	TOTAL
25.10.25	Online	Diana O'Grady	Clerk back pay from April increase	117.76
TOTAL				117.76
UPCOMING				
Date	Method	Payee	Details	TOTAL
25.09.25	SO	Diana O'Grady	October salary and expenses	440.93
TOTAL				440.93
BANK	BALANCE 21 Oct 25	18,516.11		
	FORECAST	17,957.42		
Payments Approved		Printed Name and Date		

92/25 AOB for discussion only

93/25 Future Meeting

The next ordinary meeting of Bramshaw Parish Council will be held on **Tuesday 25<sup>th</sup> November** 2025 at 19:30, in the Community Room of Bramshaw Village Hall