



Flat One, Palace Stable Yard
Beaulieu, Hampshire SO42 7YL

✉ clerk@beaulieu-pc.org.uk
☎ 07825 309333

Minutes of Annual Meeting of the Council Thursday 15 May 2025, 6.30pm at Beaulieu Village Hall

Present

Cllr. N. Hubbard (Chair), Cllr. M. Dolbear (Vice Chair), Cllr. A. Cowie, Cllr. C. Knight, Cllr. S. Steele, Cllr. S. Reece, Cllr. J. Rowland

In Attendance

Mrs Pearson; Mrs N. Deering (Clerk)

1. Apologies for Absence

There were no apologies for absence.

2. Approval of the Minutes of the Annual Meeting Held in 2024

The minutes of the previous Annual Meeting were approved as a correct record.

Proposed by Cllr. Cowie, seconded by Cllr. Knight and carried unanimously.

3. Election of Chair

Cllr. Hubbard was proposed for the office of Chair.

Proposed by Cllr. Dolbear, seconded by Cllr. Rowland and carried unanimously.

Cllr. Hubbard signed the Declaration of Acceptance of Office.

4. Election of Vice Chair

Cllr. Dolbear was proposed for the office of Vice Chair.

Proposed by Cllr. Steele, seconded by Cllr. Reece and carried unanimously.

Cllr. Dolbear signed the Declaration of Acceptance of Office.

5. Annual Review 2025

The Council reviewed and approved the 2025 Annual Review.

Proposed by Cllr. Steele, seconded by Cllr. Dolbear and carried unanimously.

6. Appointment of Committees and Review of Terms of Reference

Finance & General Purposes Committee:

Chair – Cllr. Dolbear

Vice Chair – Cllr. Steele

Members – Cllrs. Rowland and Hubbard

Planning Committee:

Chair – Cllr. Steele

Vice Chair – Cllr. Rowland

Members – Cllrs. Knight, Reece and Hubbard

Asset Management Committee:

Chair – Cllr. Cowie

Vice Chair – Cllr. Steele

Member – Cllr. Hubbard

The Terms of Reference for the above committees were reviewed with no comments raised.

Proposed by Cllr. Steele, seconded by Cllr. Reece and carried unanimously.

7. Review of Council Policies

Cllr. Dolbear reported that the Finance & General Purposes Committee had reviewed the proposed amendments to the Council's policies as set out in Annex A to the Notice of Meeting, which had unanimously recommended them for approval.

Proposed by Cllr. Cowie, seconded by Cllr. Knight and carried unanimously.

8. Asset Register

Cllr. Dolbear confirmed that the Finance & General Purposes Committee had reviewed the Asset Register and unanimously recommended its adoption.

Proposed by Cllr. Reece, seconded by Cllr. Rowland and carried unanimously.

9. Section 137 Expenditure

The Section 137 expenditure schedule, as set out in Annex B to the Notice of Meeting, was reviewed and adopted.

Proposed by Cllr. Dolbear, seconded by Cllr. Reece and carried unanimously.

10. Appointment of Representatives to Outside Bodies and Other Roles

SpeedWatch – Cllr. Hubbard
SE Quadrant Group – Cllrs. Hubbard, Reece and Knight
NFALC – Cllr. Reece
New Forest Consultative Panel – Cllr. Reece

Proposed by Cllr. Steele, seconded by Cllr. Dolbear and carried unanimously.

11. Review of Insurance Cover

The insurance cover as set out in Annex B to the Notice of Meeting was reviewed and confirmed.

Proposed by Cllr. Dolbear, seconded by Cllr. Cowie and carried unanimously.

12. Appointment of Internal Auditor

It was proposed that Mr. Patrick Fairweather be appointed as the Council's Internal Auditor.

Proposed by Cllr. Hubbard, seconded by Cllr. Dolbear and carried unanimously.

13. Date of Next Annual Meeting

Resolved that the next Annual Meeting of the Council would be held on Thursday 21 May 2026.

Meeting closed at 6.30pm.