

MINUTES OF COPYTHORNE PARISH COUNCIL (PLANNING) MEETING

Held on Tuesday 12th January 2016

At Copythorne Parish Hall

Duration: 7.00 pm – 9.23 pm

PRESENT

In the Chair	Councillor John Goodwin
Parish Councillors	Councillors Joe Reilly, Lady Kara Hawks, Sarah Coombs, Steve Herra, Mike Moriarty and Simon Lucas
Clerk	Michael Mortimer

IN ATTENDANCE 21 members of the public

Minute

Ref

155 Item No.1 - Apologies

None

156 Item No. 2 - Declarations of interest

The Chairman, Councillor Goodwin reminded Councillors of their responsibility to declare any interest in any matter on the Agenda. Councillor Goodwin declared a pecuniary interest in Holly Farm planning matter as he is acting as agent for the applicants.

157 Item No. 3 - Public Participation

Councillor John Goodwin invited members of the public to ask questions or make statements/representations. Those asking questions or making statements were asked if they wanted their names and subject matter of the question/statement to be recorded in the minutes.

Mike Cross - raised a number of items to include his letter to the Council about what was going on behind the scenes and compliance with the Code of Conduct. The Affordable Housing flyer and whether the Chairman knew of the identity of the three potential shortlisted sites. The Chairman responded that since the last meeting he had been copied in on an e-mail which included the identity of the three sites but they still remained confidential as further revaluation work was still being undertaken.

Chris Patching – stated that it was, in his opinion, common knowledge where the three sites were. The Chairman responded that the identity of the three potential sites had been the subject of considerable speculation and rumour, stating that it was “not rocket science” to deduce the identity of the three possible sites.

Colin Hutchman referred to a flyer that he had recently received where HARAH were quoted that “they only wanted to build on two sites.” At this point, the Chairman Councillor Goodwin made an unreserved apology for the mistake that he had made by

e-mailing out the wrong flyer on the evening of Thursday 7th January 2016

Some attendees advised the meeting that the flyer had appeared on Facebook and inquired as to how it had got there in the first place and why it had not been removed. Various attendees advised how something could be removed from Facebook.

Sue Tattersall raised the matter of who was going to chair the open forum event. She suggested that it shouldn't be the Chairman Councillor Goodwin or Councillor Herra. The Chairman confirmed that he would not be seeking to chair the open forum event and if attendees stayed for the main item on affordable housing later in the meeting they would see that Councillor Lucas's name had been put forward to chair the open forum meeting.

Ronan Hart – also raised a number of issues in respect of affordable housing to include the relationship with HARAH and their relationship with Hyde Housing, whose accounts revealed that they raise capital by the sale of properties. How is the Parish Council going to ensure that any affordable housing remains available to rent in perpetuity? The Chairman Councillor Goodwin replied that if he was not satisfied that the affordable housing could remain available to rent in perpetuity, he would not be supporting the provision of affordable housing.

Martin Huntley made a representation in respect of the planning application 15/00928 that the Parish Council were to consider later in the meeting outlining the support that they had received for the application for a change of use of site to mixed use of Offices and retention of the dog grooming parlour.

The public participation session closed at 7.45 pm

158 Item No. 4 - To approve in principle the minutes of the 8th December 2015 planning meeting

The Chairman explained that normally the minutes of both the planning and council meetings are approved at full Parish Council meetings. However the necessity to approve minutes in principle from the 8th December meeting in order to progress with arrangements for the exhibition of 28th January necessitated bringing forward the minutes of the 8th December meeting for approval in principle.

Councillor Herra raised the apparent omission from the minutes of Ronan Harte's question as to whether the Chairman knows of the identity of the three shortlisted sites. The Chairman had replied as at the 8th December meeting that he did not know the identity of the sites. It was agreed that the minutes will be amended and brought forward for formal approval and signature at the Council meeting on 26th January 2016

159 Item No. 5 - Matters arising
None

160 Item No. 6 - Planning matters

(a) New applications for first consideration

Ref No: 15/00990	Oaklea Cottage, Pound Lane, Winsor Members had noted the detailing contained in the submitted
---------------------	---

planning application to include the plans and drawings together with the comments contained in the Parish Briefing Note as prepared by the Planning Authority. Members resolved to recommend permission (3)

Ref No:
15/00877

The Hoe, Winsor Road, Winsor

Members had noted the detailing contained in the submitted application for listed building consent to include the plans and drawings together with the comments contained in the Parish Briefing Note as prepared by the Planning Authority and by the Conservation Officer in respect of the provision of replacement double glazed windows being contrary to policy. Members resolved to recommend refusal (4)

Ref No:
15/00928

Former Dairy Buildings, Holly Farm, Pound Lane, Copythorne

The Chairman, Councillor Goodwin relinquished the chair for this item and left the meeting as he had earlier declared a pecuniary interest. Councillor Reilly as deputy took the chair for this item.

Prior to considering this matter, Councillor Herra produced a two page extract from a document later identified as entitled "Probity in Planning for Councillors and Officers" published by the Local Government Association and the Planning Advisory Service in April 2013. On a page of the abstract that Councillor Herra had produced it is stated amongst other things that *"Officers and serving councillors must not act as agents for people pursuing planning matters within their authority even if they are not involved in the decision making on it."*

As Councillor Herra had not warned the Parish Clerk in advance that he was going to produce this document, the Parish Clerk had no way of checking the veracity of the statement shown italicised above. The Parish Clerk therefore recommended to Councillor Reilly that the Parish Council should not consider the matter further. Councillor Moriarty proposed that the matter should be referred back to the planning authority with the comment that "the Parish Council are happy to accept the decision reached by the National Park Authority's Officers under their delegated powers. This was approved by the remaining members.

Footnote: It was fully accepted that Councillor Goodwin had declared his interest in this matter and that Councillor Herra had acknowledged this fact when he signed the planning circulation cover sheet on 17th December 2015 that accompanies the hard copy planning application and papers that are circulated to all members of the Parish Council.

The statement that *"Officers and serving councillors must not act as agents for people pursuing planning matters within their authority even if they are not involved in the decision making on it."* appears in New Forest District Council's Local Code for Councillors and Officers

dealing with Planning Matters in Chapter 33 paragraph 7, There is no reiteration of the prohibition in the New Forest National Park Planning Authority's Code of Conduct nor in Copythorne Parish Council's Code of Conduct. By law, all Councillors are required to follow their Council's Code of Conduct when acting in their capacity as a Councillor. The Code adopted by the Parish Council fulfils its obligations under section 27(2) of the Localism Act 2011.

The Parish Clerk wrote to Mr And Mrs Huntley – the applicants in this matter on Wednesday 13th January 2016 to apologise for the way in which the Parish Council found itself unable to consider their application. The Parish Clerk has also recommended to members of the Parish Council that it should review its own Code of Conduct to ensure greater clarity to ensure that events such as this do not re-occur and the Parish Clerk will also be seeking assurances from all members of the Parish Council that so called “ambush” tactics will not take place in the future, more especially when matters involve members of the public and bring the Parish Council into potential disrepute.

Ref No: **Uncle Toms Cabin, Romsey Road, Cadnam**
15/00928
Members had noted the detailing contained in the application for a variation to condition 7 of a planning permission 11/96218 to allow the retention of a mobile home together with the comments contained in the Parish Briefing Note as prepared by the Planning Authority. Members resolved to recommend refusal (4)

(b) Planning decisions

Members noted that the following planning decisions had been made :

Ref No: 15/00884	Address Application for Decision Parish Council's views	Rosedale, Chinham Road, Bartley Detached garage Grant subject to conditions 3 – recommended permission
Ref No:15/00815	Address Application for Decision Parish Council's views	The Gatehouse, Cadenham Farm, Cadnam Lane Determination as to whether prior approval is required for change of use of office to dwelling Raise no objection No objection
Ref No:15/00718	Address Application for Decision Parish Council's views	Telecom mast and cabinets, Romsey Road , Ower Replacement mast , new antennas and cabinet Grant subject to conditions 3 – recommended permission

Ref	Address	Little Pundells, Brockishill Road, Bartley
No:15/00773	Application for Decision	Two storey extension and detached 3 bay garage
	Parish Council's views	Grant subject to conditions 3 – recommended permission

(c) Planning Appeals

No notifications had been received in respect of any appeals at the time of the meeting

(d) Tree work applications

Members noted tree work applications had been made at following locations:

CONS/15/1327 **The Old Farm House, Winsor Lane, Winsor**

No objections were raised to the applications

(e) Tree work decisions:

Members noted that the following tree work decisions had been notified

Sir John Barleycorn, Old Romsey Road, Cadnam

Grant

Scout HQ, Romsey Road, Copythorne

Raise no objection

2 Orchard Court, Romsey Road, Cadnam

Raise no objection

(f) Enforcement action list

No new notifications had been received

(g) Appeals against Enforcement Action Notifications

Lan d near Bartley Lodge Hotel, Lyndhurst Road

The Parish Clerk had submitted written representations in support of the planning authority's enforcement notice. The written representations had been circulated to members.

161 Item No.7 - 2016/17 Budget

Member noted the report of the Finance Working Group held on 15th December 2015, with its recommendations that the precept for 2016/17 be set at £15,150 and that the proposals detailed draft estimates be approved. Members resolved to accept the recommendations unanimously.

Members also accepted the recommendation that the Council's Financial Regulations continue unaltered

162 Item No. 8 - Affordable Housing

The Parish Clerk presented an information paper with apologies for the last minute production of it. The information report was a chronological summary of events and work that had been undertaken since the 8th December 2015 in respect of the affordable housing exhibition and open forum event.

The information paper was accompanied by a series of appendices showing the evolution of advertising material that was to be utilised

Members passed resolutions in respect of the following:

1. To note the work undertaken since 8th December in respect of the affordable housing exhibition to be held on 28th January and the open forum meeting to be held on 16th March,
2. To approve the A5 Flyer 1 and A4 Poster 1 as shown in Appendices 10 and 11 to this report,
3. To approve the proposed format and material for the exhibition in Appendix 2 to this report,
4. To accept Councillor Lucas's offer to chair the open forum meeting,
5. To approve the establishment of a members affordable housing working group and to nominate members to be part of this group. For work up to the exhibition, the Chairman, Councillor Lucas and the Parish Clerk would lead with support from Councillor Reilly and Councillors Herra and Coombs would act scrutineers. Councillor Moriarty also offered his services.

Standing Orders were suspended at 9 pm

163 Item No.9 - Finance matters

- (i) *Expenditure* - the Clerk provided details of proposed payments that were required and cheques for signature before the next full Council meeting. The following payments were authorised:

Cheque No	Payee & Detail	Amount £
501010	New Forest District Council (2015 election expenses)	784.11
501011	Weed & Reap (Lengthsman invoice for work for Wellow Parish)	240.00
501012	Copythorne Parish Hall (Hiring fees Jan to March 2016)	105.00
TOTAL		1129.11

- (ii) **Banking details** - some members of the Parish Council provided additional details as requested by the Parish Council's bank.

164 Item No. 10 - Proposed Parish Council meeting dates

The Clerk produced a new calendar for the 2016/17 year following the Parish Council's routine of having planning meetings on the second Tuesday of every month and full Council meetings on the fourth Tuesday of each month. The calendar would be uploaded to the Parish Council's web site.

Given that the Annual Parish meeting is scheduled to be held on Wednesday 9th March 2016, it was considered that the Tuesday 8th March 2016 planning meeting should be

cancelled.

The Clerk is to liaise with Barbara Smith in respect of finding an alternative day to a Wednesday in March 2017 for the Annual Parish Meeting.

165 Item No. 11 - Annual Parish Meeting 2016

Arrangements for this event were discussed to include extending an invitation to Dr Julian Lewis MP. The Clerk is to invite Julian Lewis and District and County Councillors.

166 Item No. 12 - Recent flooding incidents

The Chairman, Councillor Goodwin, gave a comprehensive report on the recent flooding event on Sunday 3rd January 2016 following heavy rainfall.

Chairman:

Date: