

COPYTHORNE PARISH COUNCIL
Copythorne Parish Hall – 17 May 2011
(7.00 p.m. – 9.56 p.m.)

PRESENT: Councillors S Bullen-Jarvis, J Goodwin, Lady Kara Hawks, G James, M Moriarty, J Reilly and C Riddoch

New Forest District Council: Councillors D Andrews and D Tipp

Apologies for absence were received from Councillors Heron, Mans and Puttock

(COUNCILLOR LADY KARA HAWKS IN THE CHAIR)

1. INTRODUCTIONS

The Chairman welcomed newly-elected Parish Council members and the new District Councillor for Copythorne North & Minstead Ward, Diane Andrews. All members introduced themselves. The Clerk confirmed that all Parish Council members had signed their declaration of acceptance of office.

2. APPOINTMENT OF CHAIRMAN

Councillor Geraint James was elected Chairman of the Council for the year 2011/12.

(COUNCILLOR GERAINT JAMES IN THE CHAIR)

3. APPOINTMENT OF VICE-CHAIRMAN

Councillor Lady Kara Hawks was elected Vice-Chairman of the Council for the year 2011/12.

4. PUBLIC PARTICIPATION

Mr John Samways congratulated Councillor James on his election as Chairman and congratulated all newly-elected members. He expressed the hope that the parish council would maintain pressure on the New Forest National Park to achieve appropriate planning decisions for the parish.

5. MINUTES

The minutes of the meeting held on 26 April 2011 were approved by the Council and signed by the Chairman.

6. MATTERS ARISING

Heatseekers project: Councillor Moriarty had tried unsuccessfully to obtain further information on this project. However, he was now expecting further details from the Sustainability Officer and advice on whether information was available on the website.

Red telephone boxes: The Clerk reported that neither Lyndhurst nor Minstead Parish Councils had taken formal legal advice before adopting red telephone boxes in their parishes. In respect of clause 10.7 of the BT agreement (which restricted assignment of the benefit and burden of the agreement only to another tier of local government), BT was willing to delete this clause thus allowing assignment to a private individual.

Councillor Bullen-Jarvis stated that, in respect of the Winsor Road box, BT would maintain a free electricity supply but would remove the telephone equipment sometime in the next 10 years. It was noted that Mrs Elisabeth Howard had also enquired about the insurance arrangements for the Newbridge box.

New members enquired whether the Council could adopt the BT boxes and retain ownership, rather than sell them on. It was recalled that the previous Council had agreed the principle of onward sale to restrict the Council's liabilities as to future maintenance etc.

Agreed:

(1) That the procedure for adoption of red telephone boxes be reconsidered at the next Council meeting;

(2) That the formal request to BT for adoption of the Newbridge kiosk be deferred pending these further discussions.

M27 noise barriers: Julian Lewis MP had acknowledged the Council's letter and would seek to maintain pressure on the Highways Agency.

Digital television switchover: Digital UK had confirmed their willingness to attend a parish council meeting to provide further information on this topic. Agreed, October would be a suitable date.

7. DISTRICT COUNCIL MATTERS

Councillor Andrews confirmed that she would serve on the Planning and Environment Committees. She also referred to efforts to route the Olympic torch relay through the New Forest.

Councillor Tipp reported a reduction in the number of NFDC panels and portfolio holders which would achieve savings of £100,000. He had been newly-appointed to the Finance and Appeals Panels and would remain on the Standards Committee.

8. 2011/12 APPOINTMENTS

Members discussed appointments for the current year. In particular, it was felt that the Council needed a more proactive stance on publicity, including the website, and that members should play a more active role. The following appointments were agreed:

<i>Finance Committee:</i>	S Bullen-Jarvis, J Goodwin and G James Deputies: J Reilly and C Riddoch
<i>Media/publicity (including website)</i>	S Bullen-Jarvis, J Goodwin and M Moriarty Deputy: Lady Kara Hawks
<i>New Forest Ass of Local Councils:</i>	Lady Kara Hawks and J Reilly
<i>New Forest Consultative Panel:</i>	M Moriarty (deputy C Riddoch)
<i>Parish Hall Management Cttee:</i>	G James
<i>Parish paths:</i>	The full Council
<i>Planning:</i>	The full Council
<i>Risk Assessment:</i>	J Reilly
<i>Splitwind Pond:</i>	The full Council
<i>Transport (local):</i>	M Moriarty (deputy C Riddoch)
<i>Tree Wardens:</i>	S Bullen-Jarvis and C Riddoch
<i>Winsor Neighbourhood Watch:</i>	Vacancy

9. CORRESPONDENCE

Temporary closure of Cadnam Post Office: A letter from the Post Office reported temporary closure of Cadnam Post Office from 28 June 2011 following retirement of the sub postmaster and withdrawal of the premises for Post Office use. Options for continued Post Office services were now being investigated and future plans would be announced in due course.

Agreed:

- (1) That representations be made to the Post Office for DVLA facilities to be made available at the Bartley branch;
- (2) That a letter of thanks be sent to the Cadnam sub postmaster for his past services to the parish.

Other correspondence: Members noted other correspondence as shown in the list tabled at the meeting. In particular, the following were highlighted:

- Road Verges of Ecological Importance Project (verges on either side of the A337 (Lyndhurst Road) running south from Cadnam roundabout contained a hybrid of Greater Horsetail and Wood Horsetail and would be cut only in September
- New Forest Non-Native Plants Project (volunteer events included the pulling of Himalayan balsam along the Cadnam River on Wednesday 8 June 2011). Also noted that the Hampshire & Isle of Wight Wildlife Trust were trialling methods to control New Zealand pygmyweed and would advise the outcome in the context of assistance with Splitwind Pond.
- Core Skills for New Councillors (training sessions for new members, June and July). Agreed, all new members to attend the session at Romsey Town Hall on Thursday 9 June 2011 at a cost of £25 per head.
- Planning for Traveller Sites (Government consultation closing on 6 July 2011. Item to be raised at the NFALC meeting on 23 June).

10. SPEEDWATCH SCHEME

Further to minute 177, members discussed participation in this scheme. As previously advised, the cost would be in the region of £2500, to be shared equally between the parishes of Copythorne, Bramshaw and Minstead. It was hoped that £2000 could be met from County Councillors' devolved budgets, leaving the balance to be found by the parishes.

Agreed:

- (1) That the Council agree in principle to participate in the scheme, subject to the majority of the cost being met by County Councillor grants;
- (2) That a sum of £200 be included in the Council's 2011/12 budget as Copythorne's contribution.

11. COUNTY COUNCIL FLOOD RISK MAP

Councillor Moriarty presented a draft response to the County Council's request for information to help compile a flood risk map. Members approved the draft while agreeing to seek assurances from HCC that they have other detailed information about the local flooding history of the parish.

12. STANDING ORDERS

Standing Order 4(ii) was invoked to allow the meeting to deal with additional business.

13. MATTERS PENDING

Members reviewed the outstanding items list and agreed the following:

497 (Road drainage, Chinham Road/New Inn Road): Councillor Goodwin referred to gully deficiencies which should be addressed in order to tackle the ongoing problems. Clerk to provide Councillor Goodwin with Rob Millar's contact details.

511 (Footpath maintenance): Clerk to supply all members with details of parish footpaths.

14. FINANCE MATTERS

Budget management: Members received the end-of-year receipts and payments accounts for 2010/11. There were no unused budgets to carry forward but the following alterations were agreed to the 2011/12 budget:

Expenditure: Replacement of Winsor Road notice board £467 (to be funded by District Councillor grants received in 2010/11)
Speedwatch scheme £200 (Copythorne contribution to joint parish scheme)

Income and Special Funds: Receipt of 'deposits' for future liabilities in respect of Winsor Road and Newbridge red telephone boxes

2010/11 accounts: The Clerk presented the draft Income and Expenditure Accounts and Annual Return for 2010/11. The documents would be presented to the Internal Auditor (John Murray) on 6 June and to the External Auditor (the Audit Commission) by 20 June. Agreed, that the 2010/11 accounts and Annual Return be approved.

Members also reviewed its Financial Risk Policy and agreed an amended version as shown in appendix 1 in the minute book.

Cheque signatories: All new members would need to provide personal and bank details to become Council cheque signatories. It was agreed to retain the current facilities with the Co-operative Bank and members adopted the necessary resolution as tabled at the meeting.

Parish Council insurance: Members received a quotation from Came & Company in the sum of £318.42 for renewal of the Council's insurance policy. Agreed, quotation to be accepted.

Financial statement: The Clerk presented the monthly financial statement, together with details of proposed payments (appendix 2 in the minute book). Agreed that the statement be received and the payments approved (cheques 799 to 801).

15. MEMBERS' REPORTS

Councillor Lady Kara Hawks: Dog bin damaged in Old Romsey Road near Church Lane. Thanks to the Clerk for his support during her period of office as Chairman.

16. PARISH WEBSITE

Discussion took place on the information displayed on the Parish Councillors' page on the website. Agreed that, with the exception of Lady Kara Hawks, members' addresses and telephone numbers be displayed on the site. Members also to receive website statistics on a regular basis. In addition, further discussion to take place in due course on the content and development of the site.

17. PLANNING MATTERS

New applications: Members agreed the following responses to current applications:

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| 11/96281 | Dairy House Farm, Cadnam Lane, Cadnam (Agricultural barn). Support (3), provided the barn is a replacement building |
| 11/96356 | Myrtle Cottage, Romsey Road, Cadnam (Side conservatory). Object (4) |
| 11/96370 | 1A The Parade, Southampton Road, Cadnam (Change of use to two additional treatment rooms). Support (3) |

CONS/11/ Hilltop, Barrow Hill Road (Felling of silver birch) No objection
0147

Enforcement: The Clerk tabled monthly enforcement details from the National Park Authority. Agreed, that the monthly statistics continue to be copied to all members.

CHAIRMAN _____ **DATE** _____