

MINUTES OF A MEETING OF COPYTHORNE PARISH COUNCIL HELD AT 7.00 PM ON TUESDAY 22 NOVEMBER 2016 AT COPYTHORNE PARISH HALL (REAR EXTENSION)

Present: Councillor Joe Reilly (Chairman), Councillor Simon Lucas (Vice Chairman), Councillors John Goodwin, Sarah Coombs, Lady Kara Hawks, Steve Herra and Mike Moriarty

In Attendance: District Councillors Diane Andrews and Les Puttock (part of the meeting), NFNPA quadrant representative Sally Arnold (part of the meeting) and 8 members of the public.

Clerk to the Council: Mrs Margaret Weston

391. Agenda Item 1 – Apologies for Absence

Apologies for absence were received from County Councillor Edward Heron.

392. Agenda Item 2 – Declarations of Interest

The Chairman reminded Councillors of their responsibility to declare an interest in any matter on the Agenda where they might be considered to have a prejudicial interest. There were no declarations of interest in Agenda items.

393. Agenda Item 3 - County Council matters

There were no County Council matters brought forward for consideration.

394. Agenda Item 4 – District Council and NFNPA matters

District Councillor Diane Andrews stated that she was present at the meeting to listen as well as report and could only do so by attending parish meetings. She felt that this was an important part of her work and enabled her to take forward any matters under discussion at meetings.

District Councillor Les Puttock reported that work to provide the new Recreation Ground and Gym Area at Netley Marsh would commence on 28 November and it was anticipated that completion would take place before Christmas. There had been a meeting at Appletree Court with representatives of Southampton Port Authority regarding their possible plans to expand in a large way regarding dock activities. There was concern regarding this matter in Marchwood as there would also be 900 properties built there in the future.

NFNPA Quadrant Representative Sally Arnold reported on the NFNPA draft local plan consultation and stated that 800 had attended the meetings held across the Forest area to explain the proposals and explain how the policies would shape the future of the New Forest National Park. These policies include suggestions for where housing may be built, how the natural environment could be protected and how the needs of communities could be met. Mrs Arnold stressed that there were only 6 days left in which to respond.

Mrs Arnold also reported that she had been at the meeting with representatives of Southampton Port Authority and gave the Parish Council a copy of a letter from Dr Julian

Lewis, MP to the Rt Hon Philip Hammond, MP stating strong concerns about any possible ABP development at Dibden Bay.

Mrs Arnold asked for possible topics to be discussed at the next Quadrant meeting on 9 February at Minstead. Councillor Goodwin suggested that the Southampton Port Authority plans for expansion with possible repercussions for Dibden Bay be added to the Agenda.

395. Agenda Item 5 - Public Participation in Respect of Planning Related Matters

The Chairman invited members of the public to ask questions or make statements/representations regarding the planning related matters listed below. There were no questions or statements/representations.

396. Agenda Item 6 - Planning Matters

6(a) New matters

The following planning applications were considered and resolutions made as shown:

Application No 00823 – 6 Abbotsford, Bartley SO40 2LU
Side Extension

RESOLVED: To recommend that permission be granted (3). It is considered that the proposals adhere to Policy DP11 regarding additional floor space. There would be no adverse impact on neighbour amenity and the proposals are in keeping with the existing building and neighbourhood.

Application No 00748 – Copied Farm Kennels, Winsor Road, Winsor SO40 2HE
Rebuilding and internal improvements to existing kennels and storage barn

RESOLVED: To recommend that permission be granted (3). This is a retrospective application and the proposals, as undertaken, are considered to be an improvement. It is understood that there will be no increased activity on site.

Application No 00882 – The Cottage, Wittensford Lane, Brook
Garage/car port and implement shed

RESOLVED: To recommend that permission be granted (3). The proposals are considered appropriate to the existing dwelling providing there are no changes to the access and its route remains as existing.

Application No 00933 – Casa Mia, Winsor Road, Winsor SO40 2HE
Single storey side and rear extensions; extension to existing porch, cladding; rendering; demolition of existing single storey extension

RESOLVED: To recommend that permission be granted (3). It is not considered that the proposals would have a detrimental effect on the Conservation Area and are in keeping with the existing building and neighbourhood. The additions are within Policy DP11 regarding the 30% additional floor space.

6(b) Tree Work Applications

The following tree work applications were noted:

Application No CONS/16/1120 – Marieholme, Chingham Road, Bartley SO40 2LF

Group of Ash trees – prune 1no; Ash – prune; Oak – prune; Cherry – prune

RESOLVED: To recommend that permission be granted.

Application No CONS/16/1122 – Land between Whitemoor Lane and Barrow Hill Road, Copythorne

Birch – fell; Oak – prune 3no

RESOLVED: As Councillors could not be sure of the exact location the Tree Officer would be asked to ensure that the proposals were necessary and to ask if replanting would be possible. It was also considered that in cases where exact locations were difficult to recognise the Councillor living nearest to the proposals would try to view the tree(s) prior to the meeting.

Application No CONS/16/1193 – Cadenham Farm, Cadnam Lane, Cadnam SO40 2NU

Pollard 6no Sycamore trees

RESOLVED: That when the exact location of a tree work application was unclear the Councillor who lived in the vicinity would determine its whereabouts and inform other Councillors of the location and details.

6(c) Planning decision notifications

The following planning decision notifications were noted:

Application No 00737 – The Haywain, Southampton Road, Bartley SO40 2NA

2no 4M high columns with 2no floodlights at each top

Application refused (Parish Council recommended No 2 - Refusal but leave decision to NFNPA Officers).

Application No 00775 – Bennetts, Old Lyndhurst Road, Cadnam SO40 2NL

Outbuilding

Application granted (Parish Council recommended No 3 - Grant)

6 (d) Tree work decisions

The following tree work decision notification was received:

Reference No R14/15/16/1079 – Storms Farm Cottage, Kewlake Lane, Cadnam SO40 2NT

Decision: Exempt Work

6(e) Planning Appeal Notifications

No new planning appeal notifications had been received since the last meeting

6(f) Enforcement Action Notifications

The following enforcement notifications had been received since the date of the last meeting:

Case No QU/16/0128 – The Barn, Old Romsey Road, Cadnam, SO40 2NPU
Unauthorised change of use – conversion of office to dwelling

6(g) Other Planning Matters

There were no other planning matters for discussion or note.

397. Agenda Item 7 – Public Participation in respect of Non-Planning Related Items

A local resident again raised his concerns regarding the perceived development of a site in Barney Hayes Lane, Cadnam and asked if, following the similar concerns he expressed at the last Parish Council meeting, the Parish Council had consulted with the Enforcement Team at NFNPA on this matter. The Clerk reported that she had twice sent emails but had, to date, not received a reply. Mrs Arnold suggested that the Clerk contact Steve Avery at NFNPA and ask him to look into the situation.

RESOLVED: That the Chairman telephone the Enforcement Officer, Rob Aldred, the following day and ask for clarification on this matter.

It was noted that cars were being parked on a regular basis on the grass verge outside the Garden Centre opposite Cadnam Garage. It was understood that the garage where responsible for this action.

RESOLVED: That the Clerk write to Cadnam Garage asking them to desist from parking on the verge.

398. Agenda Item 8 – Approval of Minutes

RESOLVED: That the minutes of the Parish Council meeting held on 25 October 2016 be signed as a true and accurate record.

399. Agenda Item 9 – Matters Arising

In response to a question from Councillor Moriarty the Chairman confirmed that he had taken photographs of the two seats donated by the Ramblers Association and would be giving them to Mr Peter Scott shortly.

Councillor Moriarty asked if there was an update regarding the car parking on the verge and pavement outside Bronzewood, Shepherds Road. Although the hedge had been trimmed to allow access to the footpath the work was not considered sufficient and there was now a car being parked part on the verge and part on the footpath, thus causing an obstruction. The Clerk said that she did not have an update at the present time. It was also noted that cars were being parked on the grass verge outside the Garden Centre.

RESOLVED: That the Clerk write to the garage opposite the Garden Centre as it was understood that the cars belonged to them.

400. Agenda Item 10 – New Forest National Park Local Plan Review

Councillor Goodwin presented a comprehensive report on the Local Plan Review with particular emphasis on the proposed development at The Yews which was the only site that had been identified during the NFNPA call for sites exercise. It was, however, noted that The Yews had previously been identified as a site that could be susceptible to flooding and care would have to be exercised to combat any future problems. Councillor Goodwin emphasised the need for any proposals for housing within the parish to meet identified local need in terms of size, allocation, affordability and tenure. There was also a greater demand in recent years for smaller houses in terms of overall footprint and this should be borne in mind when determining the types of housing.

Other sites that had been submitted to NFNPA for possible development but rejected by them as unsuitable had been as follows:

Land north of Fir Tree Road, Cadnam
Cadnam Works, Old Cross Roads Cadnam
Land at Pollards Moor Road, Copythorne
Garages, Shepherds Close, Bartley
Horseshoes, Southampton Road, Cadnam
Garden Centre, Wigley, Ower
Corner Romsey Road/Newbridge Road, Cadnam
Land adjacent Uncle Tom's Cabin, Romsey Road, Cadnam
Land at Southampton Road, Bartley
Land at Winsor Road, Bartley

RESOLVED: That the Parish Council adopt Councillor Goodwin's report and that it be submitted to NFNPA as the Council's comments on the Draft Local Plan Review.

Councillor Goodwin was thanked by the Chairman, on behalf of the Parish Council, for the large amount of detailed work he had put into his report.

401. Agenda Item 11 - Finance Committee – Terms of Reference

Following the change from the Parish Council's Finance Working Party designation to Finance Committee, the Clerk presented the proposed Terms of Reference for the Committee.

RESOLVED: To adopt the Terms of Reference and to note that the date for the Finance Committee had been changed to 1 December 2016 in the Committee Room at Copythorne Parish Hall at 7.00 pm.

402. Agenda Item 12 - Correspondence

The following items of correspondence had been distributed to Councillors since the date of the last meeting:

NFDC - Notification of Temporary Road Closure – layby adjacent A336 Southampton Road, Bartley between its eastern and western junctions with the A336 – from 3.01.17 for a period

of 12 months or until completion of works. It is expected that the closure will be required for no longer than 4 months.

HALC - Notification of CiLCA introduction training event and portfolio training courses.

Rob Aldred, NFNPA - Information regarding ATM machine hours at Courtesy Service Station, Cadnam which are now restricted in line with the planning permission to 5.00 am to 11.00 pm Monday to Saturday and 6.00 am to 11.00 pm on Sunday.

Swan Gan-Marsh, NFDC - Offer of SID/SLR deployment from NDFC at a cost of £68 per day plus set up of £60 for SID and £41 per day plus set up of £60 for SLR and £68 per day plus set up of £90 for SDR.

Discussion took place regarding the SID in place on the A31 at Cadnam and whether it was operating correctly.

RESOLVED: That the Clerk contact Martin Wiltshire, HCC to obtain up-to-date information.

It was noted that the Parish Council had a third share with Bramshaw and Minstead in speed indicator equipment which could be operated by a Community Speedwatch Team. It was noted that the Team at Copythorne was no longer operating.

RESOLVED: That the Clerk make further enquiries and report back to the next meeting.

NFNPA - Press release on provision of two affordable homes at Bransgore.

HALC - Request for nominees to be considered for an invitation to a Royal Garden Party 2017. Replies please by Christmas.

HCC - Information on Community Challenge Fund for flood alleviation. Closing date 23.12.16.

NFDC - NFDC Local Plan Review Strategic Land Availability Assessment – call for Brownfield Sites. More information is available from www.newforest.gov.uk/localplan2016.

NFDC - Temporary Event Notice application for Copythorne Infant School on 25.11.16 – Christmas Fayre, sale of alcohol.

NFDC - Temporary Event Notice application for Copythorne Village Hall on 26.11.16 & 3.12.16 – Performance of plays, Sale of alcohol and regulated entertainment.

403 Agenda Item 13 - Inspection of Public Footpaths 2016

Councillor Moriarty asked if Councillors had completed their footpath inspections for the current year. It was noted that it would be helpful if a map detailing all the footpaths could be provided and the Clerk agreed to speak to the previous Clerk, Mike Mortimer, to see if there was a copy on record. There was some confusion regarding responsibility for various footpaths, particularly Footpath No 1. It was noted that due to the lateness in the year and arrival of inclement weather conditions any inspection reports that remain uncompleted

should not be carried out until the situation improved unless reports were received indicating that urgent work was necessary. This had been the case with regard to the footpath at Copythorne Common where a tree had fallen over the path and the Chairman assured Councillors that remedial action would shortly be taken.

404. Agenda Item 14 - Financial Matters

(a) Expenditure

The Clerk presented the monthly financial statement, together with details of proposed payments. It was agreed that the statement be received and the following payments were authorised:

Chq No	Details	Amount	VAT	Tax & NI	Total
501060	Mrs M Weston Clerk's Salary and Expenses	767.81	1.69	55.80	713.70
501061	HRMC PAYE/NI 3 months' Clerk's salary	218.38	0.00	0.00	218.38
501062	St Mary's Church Copythorne PCC Grant Aid for clock maintenance	500.00	0.00	0.00	500.00
501063	TLC-Online Website maintenance (Jul-Dec)	180.00	0.00	0.00	180.00
501064	SLCC Clerk's SLCC membership fee	128.00	0.00	0.00	128.00
501065	RBL Poppy Appeal Wreath + £10 donation	30.00	0.00	0.00	30.00
	Total cheque payments	1,824.19	1.69	55.80	1770.00

(b) To receive the monthly budget monitoring report

		Current A/C	Deposit A/C
	Opening balance 28.10.16	6623.97	19613.71
	New income (Lengthsman Scheme)	<u>4400.00</u>	<u>9.22</u>
	Sub-total	11023.97	19622.93
Less	Uncleared cheques	<u>0.00</u>	<u>0.00</u>
	Sub-total	11,023.97	19622.93
Less	Payments to be made	<u>1849.09</u>	<u>0.00</u>
	Closing balance at 22.11.16	9174.88	19622.93

(c) To note amended date for Finance Committee meeting

It was noted that the date of the Finance Committee had been amended to 1 December 2016.

405. Agenda Item 15 - Possible Parish Council Projects Requiring Grant Aid

It was noted that there was a telephone box in New Inn Road, Bartley that was available for adoption.

RESOLVED: That the Clerk look into the possibility of taking over the telephone box and ascertain what work would be necessary to bring it up to the required standard.

Standing orders were suspended at 9.00 pm

406. Agenda Item 16 – Pending Matters

A table showing Pending Matters was submitted. It was noted that several items had now been dealt with and the Clerk agreed to provide a new updated list for the next meeting.

407. Agenda Item 17 - Delegates' Reports

There were no Delegates' Reports.

408. Agenda Item 18 - Members' Reports

There were no Members' Reports.

409. Agenda Item 19 – Items for Future Meetings

All items on the November Agenda that are ongoing and require further attention.

Parking on pavements.

Affordable Housing.

In the absence of any other business the Chairman thanked those present for attending and closed the meeting at 9.30 pm

Chairman _____

Date _____