

**MINUTES OF COPYTHORNE PARISH COUNCIL
(FULL COUNCIL)**

Held on Tuesday 26th July 2016

At Copythorne Parish Hall

Duration: 7.00 p.m – 9.16 p.m

PRESENT

In the Chair	Councillor Joe Reilly
Parish Councillors	Sarah Coombs, Simon Lucas, Steve Herra, Mike Moriaty
County Councillors	None in attendance
District Councillors	Councillors Diane Andrews and Leslie Puttock
Clerk	Michael Mortimer

IN ATTENDANCE 8 members of the public

Minute
Ref

- 323 Item No. 1 - Apologies** John Goodwin Lady Kara Hawks
Apologies were received from Parish Councillors Lady Kara Hawks and John Goodwin and District Councillor Derek Tipp
- 324 Item No. 2 - Declarations of interest**
The Chairman, Councillor Joe Reilly reminded Councillors of their responsibility to declare any interest in any matter on the Agenda. None were declared
- 325 Item No. 3 - Public Participation**
The Chairman, Councillor Joe Reilly invited members of the public to ask questions or make statements.
- Alex Catt raised the condition of the North side of the Common, which is owned by Hampshire and Isle of Wight Wildlife Trust following the felling of trees last autumn in that bramble and undergrowth was beginning to invade the site. The Clerk will investigating matters further. The matter has been added to the pending list.
- 326 Item No.4 - To approve minutes**
The minutes of the meetings held on 28th June and 12th July 2016 were approved by the Council and signed by the Chairman, Councillor Joe Reilly. The approved minutes have been uploaded to the Parish Council's website.
- 327 Item No. 5 - Matters arising**

Parish Councillors Simon Lucas, Sarah Coombs, Steve Herra and Mike Moriarty reported on their recent attendance at New Forest Council's Local Plan Review drop in session at the Totton & Eling Community Centre on Monday 25th July 2016.

The attendees expressed their disappointment at the material that was on offer, more especially in respect of infrastructure, schools and health facilities. Attendee members considered that the Parish Council should be making representations in respect of the local plan.

328 Item No. 6 - County Council matters

As no County Councillors were in attendance, no County Council matters were reported

329 Item No.7 - District Council matters

Councillor Diane Andrews reported on the following:

- (i) Her attendance at a recent Community First Board meeting when the Nighstop pilot to get older people off the street has been withdrawn. However Nighstop for younger people continues.
- (ii) Freedom of the District ceremony for the 17 Port & Maritime Regiment RLC is to take place in Lyndhurst on Sunday 25th September 2016. The Chairman of the Parish Council, Joe Reilly and Mrs Marian Reilly will be attending the event to represent the Parish Council.

Councillor Les Puttock reported on the following:

- (i) He had noted the item on the agenda in respect the potential provision of a play area at the Parish Hall. He advised attendees of the work that was underway at Netley Marsh to raise funds for replacement equipment and stressed how it is getting more difficult to raise funds.
- (ii) In respect of devolution, he reiterated that New Forest District Council remains "non-aligned" in the current devolution debate although a partner in the instruction to the Heart of Hampshire consortium that had commissioned PWC to carry out a separate evaluation.

330 Item No: 8 – Potential New Play Area at the Parish Hall

Prior the meeting, the Parish Clerk had circulated the following documents that had been prepared by the Friends of Copythorne Playground :

1. Friends of Copythorne Playground – Business Plan
2. Copythorne Parish Hall Play Area – possible play equipment
3. Quotation from Sutcliff Play for laying out and supply of play area
4. Friends of Copythorne Playground Community Group – Constitution

Laurie Gibbs on behalf of the newly formed Friends of Copythorne Playground summarised the information provided for attendees to the meeting to include a current estimate of about £50,000 for the provision of a play area and equipment. On behalf of the Friends, she formally asked whether the Parish Council would take over the ownership, maintenance and insurance of the play area if the Friends raised the money and procured equipment and arranged for the laying out of the play area.

The Chairman, Councillor Joe Reilly reiterated the Parish Council's support in principle for the provision of a play area on the Parish Hall site. Councillor Steve Herra provided a cautionary note that the Parish Council's existing funds that were raised from the Council Tax were very limited and therefore any financial support that the Parish Council were asked to give, apart from the existing allocated sum of £1,000, would require a formal resolution of the Council. It was therefore agreed that the Friends initial Business Plan would be revised with assistance from Councillor Simon Lucas.

The Parish Council resolved to “reiterate its support in principle for the provision of play area on the Parish Hall site and thanked the Friends for taking up the role of fundraisers with such enthusiasm”. Councillor Simon Lucas will assist the Friends in revising their business plan for it to be brought back to the Parish Council at its meeting on Tuesday 27th September 2016.

331 Item No. 9 - Planning matters

(a) New matters

The following new planning applications were considered:

Ref No: 16/00530

Address: Copythorne Parish Hall, Pollards Moor Road, Copythorne SO40 2NZ
Alex Catt who was in attendance at the meeting provided some further information in respect of the proposal. Members noted the detailing contained in the planning application, submitted documents and drawings. No Parish Briefing Note had been prepared by the Planning Authority by the time of the meeting. Members recommended that planning permission should be granted (3).

(b) Tree Work Applications

The following tree work application was considered:

Ref No: CONS/16/0671

Address: Little Pundells, Brockishill Road, Bartley SO40 2LN

Applicant: Mr Arden- Jones

Application Type: Fell Trees

Description of work: Fell 2 x Ash Trees

Members raised no objections to the above proposal

(c) Planning decisions

No planning decision notifications have been received since the last meeting

(d) Tree Work decisions

The following tree work decision notification has been received:

Ref No: CONS/16/0607

Address: DINWOODIE, OLD ROMSEY ROAD, CADNAM, SOUTHAMPTON, SO40 2NP

Description of work: Prune 1 x Oak tree

Decision: Raise no objections

(e) Planning Appeals

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

(f) Enforcement Action Notifications

The following enforcement notifications appear on the latest Planning Authority lists by Parish as at 1st July 2016:

Ref No: QU/16/0132

Planning Authority: New Forest National Park Planning Authority

Address: THE OAK, CHINHAM ROAD, BARTLEY, SOUTHAMPTON, SO40 2LF

Description: Unauthorised change of use - extension of garden

Notification date: 7/6/2016

Ref No: QU/16/0133

Planning Authority: New Forest National Park Planning Authority

Address: LIBERTY HOUSE, CHINHAM ROAD, BARTLEY, SOUTHAMPTON, SO40 2LF

Description: Unauthorised change of use - extension of garden

Notification date: 7/6/2016

Ref No: QU/16/0128

Planning Authority: New Forest National Park Planning Authority

Address: THE BARN, OLD ROMSEY ROAD, CADNAM, SO40 2NP

Description: Unauthorised change of use - conversion of office to dwelling

Notification date: 6/6/2016

(g) Appeals against Enforcement Action Notifications

No new notifications received since the last meeting.

No further developments in respect of the two appeals against enforcement action on land near Bartley Lodge Hotel, Lyndhurst Road, SO40 2NR

(h) Other Planning Matters

New Forest District Council formally launched a public consultation on Friday 15th July 2016 in respect of its Local Plan Review. The consultation period runs until 16th September 2016

The Local Plan Review documents can be accessed on line at:

<http://www.newforest.gov.uk/localplan2016>

For those unable to view these documents on line, they can be accessed online at any NFDC office or library. There are also three information drop-in events. Councillors Lucas, Herra, Coombs and Moriarty had advised that they had attended a drop in event at the Totton & Eling Community Centre on Monday 25 July, at Fordingbridge, Further events were held at Avonway Centre on Tuesday 26 July, and at The Lymington (Community) Centre on Wednesday 27 July from 4:00pm to 7:30pm.

Although the Parish Council had previously resolved to keep a watching brief on the Local Plan Review, Councillor Simon Lucas recommended that the Parish Council should submit a return to the consultation. It was agreed that Councillor Simon Lucas would formulate a draft response that would be considered at the 9th August meeting.

332 Item No.10 - The establishment of a Planning Committee and its terms of reference

The Parish Clerk presented a discussion document in respect of the potential establishment of a planning committee. In view of the research that the Parish Clerk had undertaken in respect of the time that the Planning Authority gave the Parish Council to respond to by way of consultation – usually 35 to 42 days, it was resolved that there was no apparent need to establish a separate planning committee for the six month single meeting a month trial. It was also agreed that planning matters would be dealt with at a separate meeting before the Full Parish Council meeting and the target duration for that meeting would be 30 minutes.

333 Item No. 11 - Inspection of footpaths and their maintenance

The Parish Clerk displayed extracts from Hampshire County Council's definitive map and statement in respect of public rights of way. General comments were made on the necessity to inspect footpaths as soon as possible. Generally members were able to correlate the rights of way to the definitive map and statement. Councillor Mike Moriarty queried why the Parish Council should want to seek help from volunteers in respect on inspection regime. A member of the public, who is a Copythorne resident and was in attendance at the meeting had volunteered his services and reiterated the very poor condition of the footpaths that he was familiar with in terms of obstruction by vegetation and trees.

The Clerk will therefore produce a revised footpath inspection schedule for the next meeting together with a summary report sheet that is to be utilised to report on the condition of the footpath.

334 Item No. 12 – New Parish Clerk

The existing Parish Clerk produced a short report that outlined the current situation in respect of the proposed engagement of Margaret Weston as the new Parish Clerk with effect from Monday 12th September 2016. There would be a month transition so that the first Parish Council meeting that Margaret Weston will attend would be Tuesday 27th September. The existing Clerk outlined in his report that unbudgeted expenditure in the region of £850 could be anticipated with the changeover. Members noted the proposed unbudgeted expenditure as set out in the Clerk's report and resolved to approve it.

335 Item No. 13 – Unmaintained hedges, obstructions to ditches and water courses

Members had examined the 9 draft letters that had been prepared by the Clerk and Councillor Simon Lucas and had been circulated to them before the meeting. Members resolved to approve the letters for use in both a reactive and proactive manner.

336 Item No. 14 - Correspondence

The Clerk had been unable to provide members with an updated list of correspondence at this meeting. However he will ensure that up to date lists are available for 9th August 2016 meeting.

337 Item No. 15 - Finance matters

- (i) *Expenditure* - the Clerk presented the monthly financial statement, together with details of proposed payments. Agreed, that the statement be received and the following payments were authorised:

Cheque No	Payee & Detail	Amount £
501041	Michael Mortimer (Clerks salary, mileage and expenses)	720.55
501042	Copythorne Parish Hall (Room hire)	96.00
501043	HALC (Member training event)	90.00
501044	Kevin Bennett (Wellow Lengthsman work)	80.00
	TOTAL	986.55

Standing Orders were suspended at 9pm

338 Item No. 16 - Pending matters

Action in respect of the following items from the list is required or was noted:

1. Splitwind Pond – the quotation for £280 from Alex Catt to carry out some routine clearance and maintenance to the pond in the Autumn was accepted.
2. The Parish Clerk is to complete the outstanding work as soon as possible to confirm the extension to the Lengthsman's contract. An invoice for a payment from Hampshire County Council for the Lengthsman's Scheme payment 2016/17 has been submitted to HCC.
3. Crack to pavement outside Alassio still outstanding
4. Cattle Grid on Brokishill Road still creating considerable noise. Parish Clerk to raise

with HCC Highways

Councillor Sarah Coombs enquired about the arrangements that are in existence for the emptying of the bin on the Parish Hall Site and whether it should be included in a separate commercial contract as its emptying by volunteer members from the Parish Council is not a very pleasant task given the contents of the bin,

Members were also keen to pursue the provision of a “dog waste” bin on the Parish Hall. This would be added to the pending list and the Parish Clerk would seek to progress matters.

339 Item No. 17 - Delegates’ Reports

The Chairman, Councillor Joe Reilly and the Clerk had attended the New Forest Association of Local Councils AGM at Appletree Court, Lyndhurst on Thursday 21st July 2016. In addition to the usual business and reports, the Chief Executive of Hampshire County Council gave a presentation on Hampshire County Council’s proposed devolution proposals.

Sally Arnold has kindly supplied a written Quadrant report which is shown in Appendix 1 to these minutes.

340 Item No. 18 - Members’ Reports

It was reported by Councillor Simon Lucas that The Media Sub Committee is hoping to meet Jaki and John Brown of TLC in the near future.

The same group are also advocating the distribution of some hard copies of the Parish Council’s Newsletter that normally appears in the Stanley’s Own magazine in such outlets as Bartley Post Office and the Garage

The Chairman, Councillor Joe Reilly reported that the two donated wooden benches had been installed by Kevin Bennett on the Parish Hall site and Councillor Simon Lucas had taken photographs of the benches in situ and the carvings on the benches commemoration their donation. The photographs and an acknowledgement of the benches donation will be provided to the Ramblers Association.

Chairman:

Date:

COPYTHORNE PARISH COUNCIL

Appendix 1

to

the Minutes

of

26th July 2016 Parish Council Meeting

REPORT FOR QUADRANTS – JULY 2016

Six months into the delivery phase of the Our Past Our Future Heritage Lottery Fund and we have achieved the following:-

5,000 trees planted by volunteers at the National Trust at Foxbury

500 items of New Forest history catalogued on a digital archive

90 people have received training in traditional building skills

200 people have expressed an interest in volunteering.

This quarter a series of meetings and workshops have been held to inform our local plan review. These include a parish council training event attended by 30 parish councillors, discussions with District Council, quadrant meetings and access forum. The second round of public consultation will begin in the autumn.

The National Park have begun looking at introducing CIL which most other planning authorities have, following the Government's announcement that we would no longer be able to collect developer contributions for affordable housing, public open space and transport on residential schemes of five dwellings or less.

The National Park continue to keep abreast of discussion about the devolution of local government in Hampshire and are working with the South Downs to ensure that the needs and special status of protected landscapes in the county are considered.

They aim to develop a shared vision for a New Forest 'Green Halo' reaching beyond the boundary of the National Park.

The recreation management strategy steering group are considering a range of options that might improve the management of recreation across the national park and beyond including improved management of parking, better join-up of cycle routes, better use of areas with networks of rights of way and potential new sites for recreation around the perimeter of the national park.

Next quadrant will be in October at Bramshaw