



A meeting of the Five Year Plan Advisory Committee was held via Zoom Video Conference on Friday May 28th 2021 starting at 10am.

Attendees:-

Voting:- Cllrs Graham Chillcott; Steve Herra; Jackie Rhodes; Sylvia Wiggins

Non Voting:- Mr. David Rigby – Clerk and RFO

A G E N D A (with **DRAFT** notes of Discussion)

1. **Election of a Chairman** – Cllr. Steve Herra was unanimously approved as Chairman by the voting members.
2. **Apologies for absence** - None
3. **Declarations of Interest** - None
4. **Review of notes of previous meeting (Feb 19th 2021)** All present were happy that the notes of the previous meeting were accurate.
5. **Discussion on creation of a Parish Environmental Policy (JR)** – JR talked through her report to the meeting. It was agreed to amend the opening words of the last Action to read “Establish a community task force.....”. All members were in favour of presenting the policy as amended to Council at it's July 13th 2021 meeting as part of a larger report on Environmental activities
6. **Update on Benches Project (DR)** – In respect of the “to be donated” bench near the bus shelter, the Clerk advised that due to the donors concerns regarding the possible theft of the bench it is not now to be donated. A possible alternative donated bench is being discussed. The renovated bench for near the White Hart Inn has been completed and will be installed shortly. We now need to move on to the renovation of the bench near Splitwind Pond.
7. **Update on Telephone Boxes Project (GC)** – GC advised that he will soon need to request the purchase of 30-40 polycarbonate windows for the Winsor Road & Pound Lane boxes. Copies of the parish newsletter will now be available in the phone boxes. Electrician will be installing the light in the New Inn Road box shortly. Thanks offered to GC & SW for their hard work.
8. **Update on replacement of Winsor Road & Newbridge noticeboards (DR)** The Clerk advised that the two noticeboards had arrived earlier this week. Once the necessary fixings have been purchased arrangements will be made for their installation.
9. **Update on “Parish Design Statement” (GC)** – Still on hold pending the ability to arrange a “face to face” Parish Meeting.
10. **Discussion of other matters relating to the Aims & Responsibilities of the Five Year Plan Advisory Committee.** – Need to consider other items to replace projects as they end.
11. **Agree date for next meeting** – Friday September 3rd 2021, 10am (provision)

The meeting closed at 10.53am

ITEM 4 – REVIEW OF DRAFT NOTES OF PREVIOUS MEETING (FEB 19TH 2021)

A meeting of the Five Year Plan Advisory Committee was held via Zoom Video Conference on Friday February 19th 2021 starting at 10am.

Attendees:-

Voting:- Cllrs Simon Lucas (Chair); Steve Herra; Graham Chillcott; Sylvia Wiggins

Non Voting:- Mr. David Rigby – Clerk and RFO

A G E N D A (with **DRAFT** notes of discussion)

- 1. Apologies for absence** – None
- 2. Declarations of Interest** – None
- 3. Review of notes of previous meeting (November 24th 2020)** – All present were happy that the notes of the previous meeting were accurate.
- 4. Update on Benches Project** – SL provided a verbal update. The bench at The Parade has been re-instated, the arm rests in the middle will be added once longer bolts have been obtained. Timber for the bench near the White Hart has been ordered and once received will be prepared by SL. It will – along with the refurbished metal ends from the Pollards Moor crossroads bench – be reassembled. Finally, it will be bolted into place by the Lengthsman. The Ash memorial bench to be donated for Pollards Moor crossroads is being made. That will then conclude Phase 1 and work can start on Phase 2 (refurb of Splitwind Pond and War Memorial (wooden) benches. A suggestion for brass plaques to mark those benches provided by the Council will be followed up.

As a possible idea to mark the Queen's Platinum Jubilee in June 2022 SL suggested that the Council donates/sponsors a picnic bench (or two) to be installed near to the Children's Playground. This will be added to a report being prepared for presentation to Council.
- 5. Update on Telephone Boxes Project** GC provided a verbal update. No more breakages in the last month was good news. Almost enough large polycarbonate panels are held to replace the remaining glass panels in all four of the boxes (any glass panels still in a useable condition will be retained as spares). Some of the 2020/21 District Council grants can be used to help cover cost of any more materials that might be needed.
- 6. Update of Village Signs Project** – SL hopes that weather conditions will allow him to repaint the "iconic" Bartley sign and for GC/SW to repaint the posts very soon. The sign can then be re-installed.

DR advised that a local resident had offered a contribution to cover an additional "new" sign for Winsor just west of the Winsor Road/Whitemoor Lane crossroads. He further advised that the contribution would cover circa 1/3rd of the total cost of procurement and installation. In addition HCC Highways approval would be needed and that having made enquiries it is unlikely that this would be given due to the location. DR will advise the resident accordingly.

- 7. Update on condition of Winsor Road noticeboard** – SL had prepared a report which due to the short time between gathering the required information and the meeting was only presented to members the day before the meeting. The report advised that the Winsor Road noticeboard was in a very sorry state and needed urgent replacement. As any replacement would be the “template design” for the others, the report also set out a proposed policy for the “Management & Use” and “Specifications” for the noticeboards. All Five Year Plan Advisory Committee members were happy with the proposals (including the use of recycled plastic) which will now be taken to Council on March 9th 2021 for approval. If accepted, two new noticeboards will - subject to the Finance Advisory Committee confirming funding is available – be ordered to replace the existing boards at Winsor Road and Newbridge.
- 8. Update on “Parish Design Statement”** – GC advised that the Parish Design Statement was currently on hold.
- 9. Discussion of other matters relating to the Aims and Responsibilities of the Five Year Plan Advisory Committee** - None
- 10. Agree date for next meeting** – Friday May 28th 2021, 10am

The meeting closed at 10.57am

COPYTHORNE PC – FIVE YEAR PLAN AC MEETING - FRIDAY MAY 28th 2021

Item 5 - Discussion on creation of a Parish Environmental Policy

Background

At it's April 13th 2021 meeting, Copythorne Parish Council approved four recommendations in a report on a Parish Climate Action Plan presented by Cllr. Jackie Rhodes (Minute 74/21)

Those four recommendations were as follows:-

1. Declare a climate emergency.
2. Pledge to work along with Hampshire County Council (and other local authorities within the county) in ensuring Hampshire is Carbon neutral by 2050.
3. Task the Five Year Plan Advisory Committee to develop the "Parish Environmental Policy" which is included with its existing Terms of Reference (see below). (Responsibility 8: To develop our Parish Environmental Policy' in collaboration with the initiatives from both NFDC and HCC as well any other localised initiatives and central government drivers.)
4. That the Parish Environmental Policy should include the establishment of a task force to work on an action plan to take us forward.

Present Position

To fulfil recommendations 3 and 4 detailed above, attached to this report as Appendix A is a draft "Parish Environmental Policy" which has been compiled by Cllr. Jackie Rhodes using examples of Environmental Policies from other parish councils which were supplied to her by the Clerk.

Required Action

Five Year Plan Advisory Committee members are invited to discuss; amend where thought necessary; and approve a Draft "Parish Environmental Policy" to be recommended to Council for it's approval at a future Council meeting.

David Rigby
Clerk to Copythorne Parish Council
May 20th 2021

APPENDIX A

Copythorne Parish Council

ENVIRONMENTAL POLICY

Policy Statement

Copythorne Parish Council recognises that its operations and activities have an impact on the environment. It aims to carry out its activities with environmental efficiency, actively seeking to protect and enhance the local environment within its area of operation whilst endeavouring to ensure wider adverse environmental impact does not occur as a result. Many of the decisions and actions of the Council affect the environment either directly or indirectly. In recognition of this, the Council will seek to promote the conservation and sustainable use of natural resources and to minimise environmental pollution in its own activities and through its influence over others.

This policy statement affirms that Copythorne Parish Council is committed to the preservation of the environment.

Responsibilities

Each member and employee of the council will:

- Take responsibility for the implementation of the environmental policy.
- Encourage volunteers and members of other organisations to adopt good practices so as to improve the environmental performance of their organisation and improve its impact upon the environment.
- Share good practice with partners and the community
- Undertake training and education and to share that knowledge

Objectives

Copythorne Parish Council shall strive to:

- Meet all relevant environmental legislation and regulations
- Regularly update and improve standards in light of increased understanding and knowledge
- Recycle and reuse waste materials where possible and provide facilities for recycling and composting where possible
- Minimise, where possible, the creation of waste, especially hazardous waste, and wherever possible recycle or reuse materials. Dispose of all necessary waste through safe and responsible methods.
- Encourage the responsible use of energy . Use renewable energy sources as far as possible.
- Respect and protect natural resources by practising conservation and good management.
- Encourage contractors and suppliers to minimise their impact on the environment.
- Purchase products and services which are energy environmentally benign and sustainable where these are available competitively in terms of quality and price.
- Encourage community-led initiatives where appropriate.
- Support initiatives that encourage sustainable transport, such as providing places for cycle parking, cycle paths, recharging points for electric cars.

- Respect and protect natural resources through conservation and good management.
- Where possible conserve water from buildings and check/protect external taps in winter.
- Encourage land owners to enhance biodiversity to encourage wildlife and plant-life where appropriate.
- Work with and support other parishes and local authorities to implement wider scale environmental initiatives.

Actions to Achieve the Objectives

Copythorne Parish Council shall:

- monitor and coordinate the environmental performance of the organisation
- conduct periodic environmental reviews and self-evaluation of its compliance with the environmental policy
- prepare; implement; and monitor action plans to improve performance
- support and encourage contractors; suppliers; and other associates to minimise their impact on the environment through the communication of its environmental policy
- actively seek to influence others to adopt good environmental management
- Actively seek the purchase of materials from and the appointment of local contractors whenever these are available and competitive in terms of quality and price.
- Establish a task force (reporting to the Five Year Plan Advisory Committee) to work on plans related to the above objectives.

- END -