

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7.00 PM ON
JANUARY 11TH 2022 AT COPYTHORNE PARISH HALL**

Members present: Cllr. Graham Chillcott (Chairman); Cllr. John Goodwin; Cllr. Jackie Rhodes;
Cllr. Sylvia Wiggins; Cllr. Steve Herra; Cllr. Sarah Coombs
Cllr. Lady Kara Hawks
In attendance: David Rigby – Clerk/R.F.O.
By Invitation: District Cllrs Diane Andrews & Joe Reilly

Four members of the public were present.

AGENDA ITEMS

1/22 Apologies

None

2/22 Declarations of Interest in items on the Agenda

None

3/22 Public Session

No member of the public wished to speak.

4/22 County and District Councillors Reports

Dist. Cllr. Andrews advised that issues receiving particular attention presently by NFDC were the regeneration of Totton; the Southampton Freeport; and staff absences due to COVID. She was pleased to report that NFDC was still able to collect domestic rubbish as scheduled.

Dist. Cllr. Reilly advised that the green waste recycling scheme would be restarting (with a four week cycle) very shortly. Discounts would be offered for existing users signing up for 2022/23 or refunds for existing users not doing so. He pointed out that NFDC residents can use the Southampton recycling centre in Millbrook without needing to book. He was asked if he knew anything about the purchase of a property in Winsor Road by Hampshire County Council.

ACTION – The Clerk to contact HCC to try and obtain information regarding this matter.

5/22 Planning Applications; TPOs and Tree Works Requests

NFNPA – Planning Appeal

20/00901 – Little Meadow (Land adjacent The Terraces), Newbridge Road, Newbridge, SO40 2NW – Continued use of land and building for dog day care: hardstanding

RESOLVED - Clerk to write to Planning Inspectorate: 1) re-affirming the Council's original response of "Recommend PERMISSION but would accept the decision reached by the NPA's Officers under their delegated powers"; 2) include supporting comments re applicants' willingness to accept site access condition requested by HCC Highways; 3) note that no issues or complaints have been received by Council regarding current use of site.

Proposed Cllr. Goodwin, Seconded Cllr. Herra, all in favour. **APPROVED**

ACTION – Clerk to write to Planning Inspectorate as detailed above.

NFNPA - Planning Applications

21/01021 – 5 Lakeside, Paultons Park, Ower, SO51 6AL – Extension and roof alteration to existing conservatory.

Parish Comment: 3 - Recommend PERMISSION, for the reasons listed below (see NFNPA Planning Portal).

Cllr. Goodwin proposed, Cllr. Chillcott seconded, all in favour.

Signed by the Chairman: Date:

21/01034 – Splinters, Winsor Road, Winsor, SO40 2HJ – Replacement dwelling and detached garage/work space with room over; vehicular access alterations; demolition of existing bungalow.

Parish Comment: 4 - Recommend REFUSAL, for the reasons listed below (see NFNPA Planning Portal).

Cllr. Chillcott proposed, Cllr. Wiggins seconded, six in favour, one abstained.

21/01056 – Rufus Lodge, Old Lyndhurst Road, Cadnam, SO40 2NL – Single storey extension; porch; window alteration; cladding (removal of the hanging)

Parish Comment: 3 - Recommend PERMISSION, for the reasons listed below (see NFNPA Planning Portal).

Cllr. Goodwin proposed, Cllr. Chillcott seconded, all in favour.

NFNPA - Tree Works Requests

CONS/21/0649 – East Cottage, Brockishill Road, Bartley, SO40 2LN – Fell x Western Red Conifer

CONS/21/0663 – Bartley Mount House, Shepherds Road, Bartley, SO40 2LH – Prune 1 x Oak; Fell 1 x Oak

Response - Due to responses needing to be submitted for these requests before the date of the meeting, councillor opinions were gathered by e-mail and “Leave decision to Trees Officer” responses were sent to the NPNPA on December 21st 2021

6/22 Planning Decisions made since last Council meeting

NFNPA - Planning Applications decided

21/00956 – 12 Oakfield Road, Bartley, SO40 2LQ – Single storey rear extension and rooflights.

NFNPA Decision – Delegated to officer – Planning permission required

21/00943 – The Yews, Southampton Road, Cadnam, SO40 2NG – Application for certificate of lawful development for existing trench to confirm implementation of planning permission 17/00487

NFNPA Decision – Delegated to officer - Lawful

21/00809 – Finches, Kennington Lane, Cadnam, SO40 2NE – Single storey extension; roof alterations to facilitate additional first floor accommodation; juliette balcony; render

NFNPA Decision - Delegated to officer – Grant subject to conditions

21/00940 – Tanzima House, Lyndhurst Road, Cadnam - Equestrian building

NFNPA Decision – Delegated to officer – Grant subject, SO40 2NR – First floor extension and terrace; 3no. single storey ground floor extensions; alterations to doors and windows; detached pool building and swimming pool; demolition of existing single storey extensions and conservatory

NFNPA Decision – Delegated to officer – Grant subject to conditions

NFDC - Planning Applications decided

21/11484 – Existing barn behind Belvedere on A36 Salisbury Road, Copythorne, SO51 6BN – Change of use of agricultural barn to residential dwelling house (Prior Approval Application)

NFDC Decision – Delegated to officer - Refuse

NFNPA - Tree Works Requests decided

CONS/21/0610 – Tarquinian, Barrow Hill Road, Copythorne, SO40 2PH – Prune 5 x Oak

CONS/21/0632 – Corner Cottage, Winsor Road, Copythorne, SO40 2HE – Prune 1 x Ash (rolling consent)

CONS/21/0649 – East Cottage, Brockishill Road, Bartley, SO40 2LN – Fell 1 X Western Red Cedar

CONS/21/0663 – Bartley Mount House, Shepherds Road, Bartley, SO40 2LH – Prune 1 x Oak, Fell 1 x Oak

NFNPA Decision – Raise no objections for all four requests

7/22 To Approve the Minutes and agreed actions of the Meeting of December 14th 2021

Proposed Cllr. Chillcott, Seconded Cllr Rhodes, all in favour

RESOLVED: The minutes were agreed and duly signed by the Chairman.

8/22 Matters arising from the Minutes of the previous meeting

214/21 (195/21, 180/21) Catts Tree Care have provided a quote for the external works to Splitwind Pond which has been accepted. Further discussions continue regarding works required within the pond.

215/21 The Clerk has undertaken the required action.

216/21 The Clerk undertook the required action on December 16th 2021.

217/21 Cllr. Chillcott has confirmed to the Clerk that this matter is in hand.

218/21 The Clerk and Cllr. Chillcott will be meeting shortly to commence the requested review.

221/21 The Clerk has undertaken the required action.

227/21 The Clerk has undertaken the required action.

9/22 To receive and approve an update on Climate Emergency activities within the Parish

Cllr. Jackie Rhodes presented the above report (a copy of which is included in the supporting documents for this meeting on the Council's website).

RESOLVED: That the recommendation in the report be accepted

Proposed Cllr. Rhodes, Seconded Cllr. Coombs, all in favour. **APPROVED**

ACTION – The Clerk to make the agreed virement in the budget.

10/22 To receive and approve recommendations for a Community Transport Leaflet for Copythorne Parish

Cllr. Chillcott presented the above report (a copy of which is included in the supporting documents for this meeting on the Council's website).

RESOLVED: That the recommendations in the report be accepted

Proposed Cllr. Chillcott, Seconded Cllr. Wiggins, all in favour. **APPROVED**

ACTION – Cllr. Chillcott to prepare the leaflet and present to Council in due course for approval

11/22 To receive and approve a report on initial planning for the 2022 Annual Parish Meeting and Parish Award

The Clerk presented the above report (a copy of which is included in the supporting documents for this meeting on the Council's website). Following discussion, it was agreed to change recommendation 1 to read "That Cllr. Coombs reports back to the Council meeting on February 8th 2022 on suggested ideas and formats for the Annual Parish Meeting".

RESOLVED: That the recommendations (as amended) in the report be accepted

1. Proposed Cllr. Chillcott, Seconded Cllr. Coombs, all in favour. **APPROVED**

2. Proposed Cllr. Chillcott, Seconded Cllr. Rhodes, all in favour. **APPROVED**

ACTION - 1. Cllr. Coombs to provide the Clerk with her report for the February 8th 2022 meeting

ACTION - 2. The Clerk to progress the required actions for the Annual Parish Award

12/22 To receive and approve a review of Mapping Software systems used by the Parish Council

The Clerk presented the above report (a copy of which is included in the supporting documents for this meeting on the Council's website).

RESOLVED: That the recommendation in the report be accepted.

Proposed Cllr. Wiggins, Seconded Cllr. Herra, all in favour. **APPROVED**

ACTION – The Clerk to renew the licence for Parish Online in March 2022.

13/22 a. To receive and agree the Bank Reconciliation for December 31st 2021

The Bank Reconciliation was presented to the meeting by the Clerk.

Proposed Cllr. Rhodes, Seconded Cllr. Coombs, all in favour. **APPROVED**

By rotation, the Bank Reconciliation was signed by Cllr. Goodwin after the meeting.

b. To receive and agree the monthly Payments Schedule for January 2022

The Payment Schedule comprising 7 payments for a total of £1463.45, along with the supporting invoices/claims was presented to the meeting by the Clerk.

Proposed Cllr. Herra, Seconded Cllr. Coombs, all in favour. **APPROVED**

By rotation, the schedules; and Electronic Payment instructions (EP40 to EP43) were signed by the Chairman and Cllr. Goodwin after the meeting.

14/22 To receive Q3 2021/22 Budget Update

The Clerk (as Responsible Financial Officer) presented the above report (a copy of which is included in the supporting documents for this meeting on the Council's website).

RESOLVED: That the Council note the report.

Proposed by Cllr. Chillcott, seconded by Cllr. Wiggins, all in favour. **APPROVED**

15/22 To receive and approve the 2022/23 Precept Request

The Clerk (as Responsible Financial Officer) presented the recommendation (a copy of which is included in the supporting documents for this meeting on the Parish website).

RESOLVED: The recommendation to seek a precept of £24,615 from NFDC for 2022/23 be approved.

Proposed Cllr. Chillcott, Seconded Cllr. Rhodes, all in favour. **APPROVED**

ACTION – Clerk to submit request to NFDC before January 14th 2022

16/22 Correspondence & Clerk's Report

The Clerk read through his report (a copy of which is included in the supporting documents for this meeting on the Council's website).

17/22 Chairman's Reports

Cllr. Chillcott provided a verbal report covering the following:-

Upcoming NE Quadrant meeting – Requested an agenda item re progress on Conservation Area review.

Chasing Hutchinson 3G regarding their offer to repaint the 5G mast at Bartley from grey to green.

Stolen door handle on Winsor Road phone box replaced

18/22 Councillors Reports

Cllr. Herra reminded councillors to send possible articles for February 2022 newsletter to him by January 14th.

19/22 Suggested Agenda Items for the February 8th 2022 meeting

None other than those already listed for February on the Council Forward Planning Calendar (a copy of which is included in the supporting documents for this meeting on the Council's website).

20/22 To Confirm the next meeting

The next meeting will take place on February 8th 2022.

With no further business to transact, the Chairman closed the meeting at 9.00pm