

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7.00 PM ON
APRIL 12TH 2022 AT COPYTHORNE PARISH HALL**

Members present: Cllr. Graham Chillcott (Chairman); Cllr. John Goodwin; Cllr. Jackie Rhodes;
Cllr. Sylvia Wiggins Cllr. Lady Kara Hawks
In attendance: David Rigby – Clerk/R.F.O.
By Invitation: County Councillor Edward Heron & District Cllr. Derek Tipp

Three members of the public were present.

AGENDA ITEMS

64/22 Apologies

Cllr. Sarah Coombs and Cllr. Steve Herra

65/22 Declarations of Interest in items on the Agenda

None

66/22 Public Session

A resident provided the Parish Council's with more information relating to a planning matter in Cadnam. The Clerk advised the resident that he once again contact the local Planning Authority to request an update which would be shared with Parish Councillors as well.

ACTION – Clerk to contact Development Control at the NFNPA and advise the resident of the response received.

Representatives from Paultons Park provided details of their proposal for a new roundabout and access route into the park costing circa £2.5m. A Planning application will follow in due course (a copy of the proposal is included in the supporting documents for this meeting on the Council's website).

67/22 County and District Councillors Reports

County Cllr. Edward Heron advised that he would follow up with HCC Highways on the outstanding issues brought to his attention by the Parish Clerk's Report (see minute 78/22).

District Cllr. Derek Tipp advised that he had no report to give other than to say he felt that the Paultons Park plans (see 66/22 above) would help with traffic issues on roads around the Park.

68/22 Planning Applications; TPOs and Tree Works Requests

NFNPA - Planning Applications

22/00141 - Land at Grove Farm, Southampton Road, Cadnam, SO40 – Construction of agricultural access from Southampton Road including track

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

Cllr. Wiggins proposed, Cllr. Rhodes seconded, all in favour.

22/00086 - Violet Cottage, Newbridge, Cadnam, SO40 2NW – Replacement conservatories; outbuilding for use as home office; workshop; roof alteration; porch; alteration to doors and windows; creation of covered link; PV panels; block paving; patio; gates

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

Cllr Wiggins proposed, Cllr. Rhodes seconded, all in favour.

Signed by the Chairman: Date:

22/00139 - 2 Whinwhistle Cottage, Sarisbury Road, Ower, SO51 6AN – First floor extension (Application for Non Material amendment to planning permission 21/00053)

No Comment

22/00156 - Duck Hill Farm, Newbridge, Cadnam, SO40 2NW – Application under Part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 in respect of the siting, appearance and design of an agricultural building

Parish Comment – The Parish Council has the following concerns (see NFNPA Planning Portal)

Cllr. Wiggins proposed, Cllr. Rhodes seconded, all in favour.

22/00157 - Duck Hill Farm, Newbridge, Cadnam, SO40 2NW – Application under Part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 in respect of the formation, alteration or maintenance of a private way for agricultural use.

Parish Comment – The Parish Council has the following concerns (see NFNPA Planning Portal)

Cllr. Wiggins proposed, Cllr. Rhodes seconded, all in favour.

22/00177 - Home Farm, Brickly Lake Lane, Ower, SO51 6GQ – Swimming Pool; pool house; log store; shed; 50 No. ground panel mounted solar panels and associated ground levelling; alteration to access, entrance gates; wall with brick piers and associated fencing.

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

Cllr Goodwin proposed, Cllr. Lady Kara seconded, all in favour.

22/00188 - Thimble Thatch, Winsor Road, Winsor, SO40 2HP – Alterations to chimney

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

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

22/00021 - Bartley Lodge Hotel, Lyndhurst Road, Cadnam, SO40 2NR - 2no. electric vehicle rapid charging stations; ancillary equipment; associated works.

Parish Comment: 1 – Recommend PERMISSION (see NFNPA Planning Portal).

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

22/00134 - Midway, Romsey Road, Cadnam, SO40 2NN - Single storey side extension; dormer and 2no. rooflights to facilitate conversion of loft to second floor habitable floorspace; demolition of single storey attached side structure

Parish Comment: 1 – Recommend PERMISSION (see NFNPA Planning Portal).

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

NFNPA - Tree Works Requests

CONS/22/0102 - Moor Farm, Barrow Hill Road, Copythorne, SO40 2PH - Fell 1 x Weeping Willow

CONS/22/0120 – Beechwood Farm House, Brockishill Rd, Bartley, SO40 2LN – Fell 1 x Ash; Fell 1 x Pine; Prune 1 x Pittosporum

Response - Due to a response needing to be submitted for both of these requests before the date of the meeting, councillor opinions were gathered by e-mail and a "Leave decision to Trees Officer" response was sent to the NFNPA on March 22nd 2022

69/22 Planning Decisions made since last Council meeting

NFNPA - Planning Applications decided

21/00915 - The Hove, Old Lyndhurst Road, Cadnam, SO40 2NL

Delegated to Officer - Grant Subject to Conditions

Signed by the Chairman: Date:

21/00897 - Land of Bramble Cottage, Green Lane, Bartley, SO40 2NR
Delegated to Officer - Lawful – Permitted Development

22/00072 - 8 Pundle Green, Bartley, SO40 2LG
Delegated to Officer - Grant Subject to Conditions

22/00082- 1 Moulands Cottages, Winsor Road, Winsor, Southampton, SO40 2HN
Delegated to Officer - Grant Subject to Conditions

22/00089 – Sundials, 12 Oakfield Road, Bartley, SO40 2LG
Delegated to Officer - Lawful – Permitted Development

NFDC - Planning Applications decided

22/10133 The Old Orchard, Whinwhistle Road, East Wellow, SO51 6BN
Delegated to Officer – General Permitted Development Approved

NFNPA - Tree Works Requests decided

CONS/22/0064 – Oakmoor, Newbridge Road, Cadnam, SO40 2NX – Raise no objections
CONS/22/0087 – Bridge Cottage, Chinham Road, Bartley, SO40 2LL – Raise no objections
CONS/22/0088 – Copythorne House, Pound Lane, Copythorne, SO40 2PD – Raise no objections
CONS/22/0102 – Moor Farm, Barrow Hill Road, Copythorne, SO40 2PH – Raise no objections
CONS/22/0120 – Beechwood Farm House, Brockishill Rd, Bartley, SO40 2LN – Raise no objections

70/22 To Approve the Minutes and agreed actions of the Meeting of March 8th 2022

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

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

71/22 Matters arising from the Minutes of the previous meeting

44/22 Clerk undertook the agreed action
50/22 Clerk has booked the room and is working on the required materials
51/22 The Working Party took place on April 1st 2022
52/22 The Flooding Advisory Committee will be meeting on April 6th 2022
53/22 The promised report is Item 9 on the agenda for the April 12th Council meeting
54/22 Clerk has progressed recommendations, Event Leaflet (rec. 3) no longer being produced.
57/22 The Clerk has undertaken the required action.

72/22 To receive and approve an updating report on permanent memorial for Queen's Platinum Jubilee

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: Recommendation 2 to approve the concept of a clock (with cipher and dates) be accepted

Proposed Cllr. Chillcott, Seconded Cllr. Lady Hawks. All in favour. **APPROVED**

ACTION: Cllr. Chillcott to investigate costs and then report to Council.

73/22 To receive and approve a Transport Leaflet for the 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 four recommendations be approved at a cost of circa £100.

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

ACTION – Clerk to progress the four recommendations.

74/22 To receive an update on Climate Emergency activities within the Parish

Cllr. Rhodes presented the above report (a copy of which is included in the supporting documents for this meeting on the Council's website). She further reported that some 150 houses in the Parish were displaying the Greening Campaign card and that the first of the Greening Campaign Phase 2 pillars would start once the group's members were happy with how to take the project forward.

75/22 a. To receive and agree the Bank Reconciliation for March 31st 2022

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

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

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

b. To receive and agree the additional Payments Schedule for March 2022

The Payment Schedule comprising 8 payments for a total of £5778.06, along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedules; and Electronic Payment instructions (EP56 to EP59) were signed by the Chairman and Cllr. Rhodes after the meeting.

c. To receive and agree the monthly Payments Schedule for April 2022

The Payment Schedule comprising 6 payments for a total of £979.09, along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

Proposed Cllr. Lady Kara, Seconded Cllr. Chillcott, all in favour. **APPROVED**

By rotation, the schedules; and Electronic Payment instructions (EP1 to EP3) were signed by the Chairman and Cllr. Rhodes after the meeting.

d. To approve movements to Reserves

The Clerk/RFO presented a report (a copy of which is included within the supporting documents for this meeting on the Council's website) recommending the movement of £5767.92 from the Council's General A/C to the Reserves A/C and asked that the report be approved.

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

ACTION – The approved transfers will be undertaken in accordance with the reports recommendations.

Standing Order 3z was suspended at 9pm to allow the meeting to continue.

76/22 To receive a Draft Year End Budget report for 2021/22

The Clerk/RFO presented a report (a copy of which is included within the supporting documents for this meeting on the Council's website). Report noted.

77/22 To receive and approve a report on changes to the Advisory Committee Terms of Reference Document

The Clerk presented the above document (a copy of which is included in the supporting documents for this meeting on our website) and asked that it be accepted.

RESOLVED: That the amended Terms of Reference be approved as presented.

Proposed Cllr. Chillcott, Seconded Cllr. Lady Kara, all in favour. **APPROVED.**

ACTION – Clerk to arrange for the amended Terms of Reference be added to the Council's website

78/22 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). He also gave an update on work to the pavement at the northern end of Pollards Moor Road that HCC Highways has agreed to undertake.

79/22 Chairman's Reports

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

1. Playground Inspection - Some bolts loosening on the Challenge trail. – Clerk to contact supplier for comments
2. Flooding Advisory Committee Meeting – Held on April 6th, report to come to May 10th Council meeting.
3. Telephone boxes – Books to be removed at Newbridge, glass to polycarbonate panel conversion almost complete in Winsor Road, Pound Lane box next.
4. Parish Award – Announcement of winner at APM and APCM on May 10th
5. Phone mast near Southampton Road layby at Bartley still to be painted green – Clerk to e-mail Agent.
6. Attending Police and Crime Commission Awards Evening at end of April re nomination of PCSO Richard Williams
7. Concern of a resident regarding current recycling limitations to be discussed with County/Dist. Cllrs

ACTION – Clerk to deal with requests in items 1 and 5

80/22 Councillors Reports

Cllr. Rhodes advised that she had attended the New Forest Heart Police “Open Barn” event on April 4th 2022 and found it very informative. A report of the event had already been circulated to all Councillors.

In the absence of Cllr. Herra, the Clerk reminded councillors to send possible articles for the May 2022 newsletter to Cllr. Herra by April 14th 2022.

Cllr. Kara asked that the Clerk again reports the Hedge at the Romsey Road end of Old Romsey Road to HCC Highways to see if they will now agree to cut it back or ask the landowner to do so.

ACTION – Clerk to contact HCC Highways as requested

81/22 Suggested Agenda Items for the May 10th 2022 meeting

As per items already listed for May 2022 on the Council's Forward Planning Calendar (a copy of which is included in the supporting documents for this meeting on the Council's website).

82/22 To Confirm the next meeting

The next meeting will take place on May 10th 2022

With no further business to transact, the Chairman closed the meeting at 9.32pm