

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7.00 PM ON
FEBRUARY 14TH 2023 AT COPYTHORNE PARISH HALL**

Members present: Cllr. Graham Chillcott; Cllr. John Goodwin; Cllr. Lady Kara Hawks
Cllr. Jackie Rhodes; Cllr. Sylvia Wiggins; Cllr. Steve Herra

In attendance: David Rigby – Clerk/R.F.O.

By invitation: Dist. Cllr. Derek Tipp; Dist. Cllr. Diane Andrews

One member of the public was present

AGENDA ITEMS

23/23 Apologies

Cllr. Sarah Coombs

24/23 Declarations of Interest in items on the Agenda

None

25/23 Public Session

A member of the public spoke about ongoing issues with activities at a property in Cadnam. It was agreed that the Clerk would contact the NFNPA Planning Team on his behalf and report their response back to the resident and members of the Council. Further updates would be obtained from the NFNPA Planning Team on a quarterly basis and reported accordingly.

ACTION – Clerk to contact NFNPA Planning Team as detailed above

26/23 County and District Councillors Reports

Dist. Cllr. Diana Andrews spoke about recent Community grants made by NFDC; the outcome of a recent NFDC residents survey; actions being taken to maintain capacity at NFDC cemeteries; and a recent visit to Exxon Mobil at Fawley (a copy of her report is included in the supporting documents for this meeting on the Parish Council website)

Dist. Cllr. Derek Tipp spoke about the need for rent increases for council properties and that a new “inspection regime” was to be introduced for council houses. NFDC will also be providing some additional financial support to the leisure centres previously owned by them as the “cost of living crisis” was impacting on them.

27/23 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

22/01007 - Windyways, 8 Oakfield Road, Bartley, SO40 2LQ - Single Storey Extension; Front Porch; Rear Dormer; Alterations to Walls, Roof and Fenestration of Existing Sun Lounge

Parish Comment: 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal)

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

22/00753 - Oakwood, Romsey Road, Cadnam, SO40 2NN - Single storey extension; external alterations to include render, cladding, alterations to windows. (Amended plans and description)

Parish Comment: 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal)

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

Signed by the Chairman: Date:

22/01032 - 9 Abbotsford, Bartley, SO40 2PN - Garage conversion and extension to create additions living accommodation, new front porch.

Parish Comment: 4 - We recommend REFUSAL for the reasons listed (see NFNPA planning portal)

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

NFDC Planning Applications

None

NFNPA Tree Works Requests

23/00114 CONS Pine View, Barrow Hill Road, Copythorne, SO40 2PH – Fell 1 x Tulip tree

23/00120 CONS Fairview, Copythorne Crescent, Copythorne, SO40 2PE – Prune 1 x Common Beech tree

Parish Response to both applications – Leave decision to Trees Officer (submitted to NFNPA Trees Team prior to the meeting due to deadline for comments being before the date of the meeting).

NFDC Tree Works Requests

None

NFNPA – Other

Cllr. Goodwin noted that planning application 21/00731 (Empress of Blandings, Romsey Road, SO40 2PB) which the Council recommended refusal of at its meeting on October 12th 2021 had not yet been determined. In light of the ongoing issues with sewage pumping station capacity locally he suggested that the Council should write to the NFNPA Planning Dept to recommend that they should seek comments from Southern Water on this application. Members agreed with this suggestion.

ACTION - Clerk to contact the NFNPA Planning Dept as detailed above.

28/23 Planning Decisions made since last Council meeting

Planning Inspectorate – Planning Appeals decided

NFNPA 21/00872 – Cadnam Garage, Southampton Road, Cadnam, SO40 2NB – Appeal allowed

NFNPA - Planning Applications decided

22/00938 – Green Gables, Romsey Road, Cadnam, SO40 2NN – Delegated to Officer, Grant

22/00842 – Home Farm, Lyndhurst Road, Cadnam, SO40 2NR – Delegated to Officer, Grant

21/00758 – Annexe, Forest View Farm, Furzley Lane, Furzley, SO43 7JJ – Delegated to Officer, Lawful

22/00601 – Tazara, Winsor Road, Winsor, SO40 2HJ – Withdrawn by applicant

22/00683 – Manor Farm, Wittensford Lane, Cadnam, SO40 2PR – Delegated to Officer, Lawful

NFDC - Planning Applications decided

22/11351 – Land off Salisbury Road, Ower, SO51 6AN – Delegated to Officer, Grant

22/10662 – 3 Shelley Nursery Bungalows, Romsey Road, Ower, SO51 6AE – Delegated to Officer, Refuse

NFNPA Tree Works Requests decided

23/00114 CONS Pine View, Barrow Hill Road, Copythorne, SO40 2PH – Raise no objections

22/00120 CONS Fairview, Copythorne Crescent, Copythorne, SO40 2PE – Raise no objections

NFDC Tree Works Requests decided

None

29/23 To Approve the Minutes and agreed actions of the Meeting of January 10th 2023

Proposed Cllr. Chillcott, Seconded Cllr. Rhodes, all those present and at the previous meeting in favour.

30/23 Matters arising from the Minutes of the previous meeting

- 9/23 The Clerk has undertaken the required actions
11/23 The Clerk has undertaken the required actions
12/23 The Clerk has undertaken the required actions
13/23 The Clerk has undertaken the required actions
17/23 The Clerk has undertaken the required actions
18/23 The Clerk has undertaken the required action with an e-mail to County Cllr. Nick Adams-King on Jan 25 2023
20/23 The Clerk has undertaken the required action

31/23 To receive and note a report on Climate Emergency activities

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

RESOLVED: That the report be noted.

32/23 To receive and note a report on planning for the 2023 Annual Parish Meeting and Parish Award

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

RESOLVED: That the report and the actions be noted.

33/23 To receive and note an updating report on planning for the May 2023 Parish Council Elections

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

RESOLVED: That the report be noted.

34/23 To receive and approve a report on the final phase of the Parish Noticeboards replacement programme

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

RESOLVED: That the purchase of the final two noticeboards at a cost of £2,900 ex VAT be approved

Cllr. Chillcott proposed, Cllr. Herra seconded, all in favour. **APPROVED**

ACTION – The Clerk to submit a purchase order to the suppliers

35/23 a. To receive and agree the Bank Reconciliation for January 31st 2023

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

Cllr. Rhodes proposed, Cllr. Herra seconded, all in favour. **APPROVED**

The Bank Reconciliation was signed by Cllr. Goodwin after the meeting.

b . To receive and approve a Payments Schedule for February 2023

The Payment Schedule comprising 12 payments for a total of £1,882.44 along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

Cllr. Herra proposed, Cllr. Rhodes seconded, all in favour. **APPROVED**

The schedules and Electronic Payment instructions (EP49 to EP55) were signed by the Chairman and Cllr. Herra after the meeting.

36/23 To receive and approve the Council's Interim Financial Risk Assessment for 2022/23

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

RESOLVED: That the Risk Assessment be approved as written

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

37/23 To receive & approve the Interim Internal Audit Report for period April 1st 2022 to December 31st 2022

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

RESOLVED: That the Interim Internal Audit Report be approved.

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

38/23 To consider Grant Application received

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

RESOLVED: That the Council approves a Local Government Act 1972 s.137 grant of £300 for Victims Support with funds being taken from the £500 "S.137 Grant provision" within the Council budget for 2022/23.

Cllr. Herra proposed, Cllr. Goodwin seconded, carried by a majority. **APPROVED**

ACTION – Clerk to arrange for the agreed £300 grant to be paid to Victims Support

39/23 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 Parish website). Additionally, in relation to the ongoing issue of re-surfacing New Inn Road he advised that County Cllr. Nick Adams-King (HCC Executive Member for Highways) had said that whilst the road *"..is in a poor state, sadly it does not yet warrant any significant maintenance.."*. Cllr. Goodwin suggested that the Clerk be instructed to ask County Cllr. Nick Adams-King to ask for details of local roads where significant maintenance has been agreed. All members were in agreement.

The Clerk also advised that the directors of Paulton Park Ltd have decided that - in the absence of support from HCC Highways after an 18 month process - to *"..abandon.."* their plans for a roundabout to ease traffic congestion on roads near the park. The Clerk has e-mailed local HCC members for their comments on this.

Finally, the Clerk will be attending a "multi-agency" meeting on February 20th 2023 regarding the longstanding surface water drainage issues in the area under the M27 bridge at Newbridge.

ACTION – Clerk to contact County Cllr. Nick Adams-King re New Inn Road repairs

40/23 Chairman's Report

Cllr. Chillcott reported on the following:-

1. That he had attended the February 7th 2023 meeting of the Parish Hall Committee at which there was some discussion of plans to mark the Coronation of King Charles III. It was hoped that NFDC and HCC councillors might be able to make grant donations to enable a small souvenir to be given to local children (Cllr. Rhodes suggested that packets of wildflower seeds might be an option given the King's concerns for the environment).
2. That the Platinum Jubilee clock had been installed.
3. The "Soup for Survival" appeal for Ukraine hosted by the Copythorne Branch of the Royal British Legion had received donations of over 2100 tins against a target of 500. That the "Copythorne Fun Talent Show" at the Parish Hall on January 21st 2023 had raised over £2,400 of funds for the "New Forest for Ukraine CIC" which will all be used towards buying and delivering aid to Ukrainian refugees in Europe.
4. He has asked the Office of the Hampshire & IoW Police and Crime Commissioner for details of how many of the 600 new police officers being recruited will actually be deployed in the New Forest. A reply is awaited.
5. That a local resident had raised a concern with him concerning the damage being done by building contractors using "Green Lane" (the public bridleway behind the western side of Southampton Road) whilst working on a house.

ACTION – Clerk to contact HCC as the Highway Authority for an update

41/23 Councillors Reports

Cllr. Rhodes reported that local residents had raised concerns with her concerning the possible use of fields off Pollards Moor Road as a “stopover” for motorhomes. She had explained that any concerns should be sent to Motorhome Fun who are the potential licence issuer for the site concerned.

Cllr. Rhodes also advised that Greening Copythorne had been lent a thermal imaging camera by the Greening Campaign for a short period. An invitation on the Greening Copythorne Facebook page had resulted in a number of local residents asking for the camera to be used on their properties to identify areas of heat loss.

Cllr. Goodwin asked if the HCC Flood & Water Management Team Bartley Flood Report (an addendum to the Copythorne Village Flood Report) is now available. The Clerk advised that it was and that he would arrange for a copy to be added to the Flooding page on the Council’s website.

ACTION – Clerk to add the report to the Council’s website.

Cllr. Lady Kara advised that she had received a visit from the Environment Agency who were carrying out inspections of the Cadnam River. She hadn’t received details of the outcome of the inspection but would be following up on this matter.

Standing Order 32 suspended at 9.00pm

42/23 Suggested Agenda Items for March 14th 2023 meeting

In addition to the items already on the Forward Calendar, Cllr. Rhodes will deliver an update on the work of the Greening Campaign.

43/23 To Confirm the next meeting

The next meeting will take place on March 14th 2023

44/23 Confidential Item – Staffing Matter

Following a vote in accordance with the Public Bodies (Admission to Meetings) Act 1960 Section 1(2) to remove the public & press from the meeting (proposed by Cllr. Chillcott, seconded by Cllr. Wiggins, all in favour) and after the Clerk had left the meeting, Cllr. Chillcott presented a report (Confidential item” – Staffing Matter – Ref P&G/GC2) which included five recommendations to Council from the Personnel & Governance Advisory Committee.

RESOLVED: That the five recommendations be accepted.

Proposed by Cllr. Chillcott, Seconded by Cllr. Wiggins, carried by a majority (five in favour, one against).

ACTION – Clerk to action the approved recommendations.

With no further business to transact, the Chairman closed the meeting at 9.10pm.