

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

Members present: Cllr. Graham Chillcott; Cllr. John Goodwin; Cllr. Sarah Coombs  
Cllr. Jackie Rhodes; Cllr. Sylvia Wiggins

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

By invitation: Dist. Cllr. Joe Reilly; Dist. Cllr. Diane Andrews

Two members of the public were present

**AGENDA ITEMS**

**45/23 Apologies**

Cllr. Lady Kara Hawks; Cllr. Steve Herra

**46/23 Declarations of Interest in items on the Agenda**

Cllr. Goodwin declared an interest in Item 7 and then joined the Public area for part of the Public Session.

**47/23 Public Session**

A member of the public thanked the council for keeping him informed about ongoing planning matters related to a property in Cadnam.

A member of the public raised concerns about the amount of litter being left along the roadside in Cadnam and asked if a litter bin or “No littering” signs could be arranged. The Chairman advised that he would ask the Clerk to investigate.

**ACTION – Clerk to contact the NFDC Streetscene team regarding the matter raised.**

A member of the public raised concerns that the correct Council procedure had not been followed when a HCC Flood Risk Investigation Report relating to Bartley was added to the Council’s website. The Chairman advised that he would discuss the concerns with the Clerk.

**ACTION – Chairman and Clerk to discuss as detailed above and report back to Council and the resident.**

Representatives of the NFNPA authority gave a presentation on the work being undertaken (with the involvement of councillors from both Copythorne and Netley Marsh Parish Councils) to review the Forest North East Conservation Area Character Appraisal (last produced in 2008/09). A copy of their presentation is included in the supporting documents for this meeting on the Parish Council website.

**48/23 County and District Councillors Reports**

Dist. Cllr. Diana Andrews reported that she had attended a meeting of the HCC Adult Social Care Scrutiny Panel in Winchester.

Dist. Cllr. Joe Reilly reported that he had shared an e-mail from HCC Highways relating to the next phase of the ongoing repair work at Redbridge Flyover. He also spoke about the introduction of new recycling bins at six locations within the NFDC area to allow residents to recycle food cartons etc.

As it will be his last opportunity - in a Parish Council meeting – before she steps down from office in May , he thanks Dist. Cllr. Diane Andrews for her years of service as a District Councillor. He stated that she is a good councillor who departure is a sad loss. Parish Council members supported his comments.

Signed by the Chairman: . . . . . Date: . . . . .

**49/23 Planning Applications; TPOs and Tree Works Requests**

**NFNPA Planning Applications**

22/00941 - Swallowfields Farm, Blackhill Road, Furzley, SO43 7JJ – Menage; fencing

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

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

23/00021 - Forest Glade House, Brockishill Road, Bartley, SO40 2LN - Erection of Oak Framed Garage following demolition of existing Garage

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

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

23/00030 - Forest Glade House, Brockishill Road, Bartley, SO40 2LN - Erection of Oak Framed Party Barn following demolition of existing Stables

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

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

23/00036 - Forest Glade House, Brockishill Road, Bartley, SO40 2LN - Erection of an Oak Framed Orangery to existing dwelling

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

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

22/01057 - Forest Cottage, Brockishill Road, Bartley, SO40 2LN - Erection of Oak Framed Garden Room extension to existing dwelling

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

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

23/00035 – Paultons Park, Ower, SO51 6AL - Application for a certificate of lawful development for proposed use of land as an amusement park.

Parish Comment: No comment

23/00205 - Leyburn, Winsor Road, Winsor, SO40 2HR - Roof alterations including dormer & rooflight to facilitate new first floor; single storey rear extension; covered veranda; removal conservatory

Parish Comment: 1 - We recommend PERMISSION for the reasons listed but would accept the decision reached by the NPA's Officers under their delegated powers (see NFNPA planning portal)

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

**NFDC Planning Applications**

23/10134 - McDonalds Restaurant, Romsey Road, Ower, SO51 6GF - Install one rapid electric vehicle charging station within the car park of McDonalds; two existing parking spaces will become an EV charging bay, along with associated equipment.

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

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

**NFNPA Tree Works Requests**

23/00251 CONS Cadenham Farm, Cadnam Lane, SO40 2NU– Pollard 1 x Sycamore; prune 1 x Scots Pine

23/00287 CONS The Brackens, Vicarage Lane, Copythorne, SO40 2PA – Prune 1 x Oak

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).

23/00309 TPO Sir John Barleycorn, Southampton Road, Cadnam, SO40 2NQ - Prune 1 x Pedunculate Oak; Prune 1 x Common Beech

23/00323 CONS Norwood Cottage, Winsor Road, Winsor, SO40 2HN – Fell 3 x Conifers  
Both “Leave Decision to Trees Officer”

**NFDC Tree Works Requests**

None

**50/23 Planning Decisions made since last Council meeting**

**NFNPA - Planning Applications decided**

22/00753 – Oakwood, Romsey Road, Cadnam, SO40 2NN – Delegated to Officer, Grant

22/00354 – 12 Romsey Road, Ower, SO51 6AE – Withdrawn by applicant

22/00355 – 12 Romsey Road, Ower, SO51 6AE – Withdrawn by applicant

22/01007 - Windyways, 8 Oakfield Road, Bartley, SO40 2LQ – Delegated to Officer Grant

**NFDC - Planning Applications decided**

22/11232 – The Retreat, Salisbury Road, Ower, SO51 6AN – Was Lawful

**NFNPA Tree Works Requests decided**

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

23/00120 CONS Fairview, Copythorne Crescent, Copythorne, SO40 2PE – Raise no objections

23/00251 CONS Cadenham Farm, Cadnam Lane, Cadnam, SO40 2NU – Raise no objections

**NFDC Tree Works Requests decided**

None

**51/23 To Approve the Minutes of the Meeting of February 14th 2023**

Proposed Cllr. Chillcott, Seconded Cllr. Rhodes, approved by 3-1 majority (Cllrs. Chillcott, Rhodes and Wiggins in favour. Cllr. Goodwin against. Cllr. Coombs not present at previous meeting and did not vote).

**52/23 Matters arising from the Minutes of the previous meeting**

25/23 The Clerk has undertaken the required action and is awaiting a response. Diary note made.

27/23 The Clerk has undertaken the required action.

34/23 The Clerk has undertaken the required action

38/23 The Clerk has undertaken the required action

39/23 The Clerk has undertaken the required action and is awaiting a response. Diary note made.

40/23 The Clerk has undertaken the required action and is awaiting a response. Diary note made.

41/23 The Clerk has undertaken the required action.

44/23 The Clerk has undertaken the required action

**53/23 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.

**54/23 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.

Signed by the Chairman: . . . . . Date: . . . . .

**55/23 To receive and approve a report on the use by Councillors of Parish Council e-mail addresses.**

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 a decision on the report be deferred until the June 2023 Council meeting to allow the “new Council” to consider the report.

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

**ACTION – The Clerk to add the report as an item for the June 2023 Council meeting.**

**Standing Order 32 suspended at 9.00pm**

**56/23 a. To receive and agree the Bank Reconciliation for February 28<sup>th</sup> 2023**

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

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

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

**b . To receive and approve a Payments Schedule for March 2023**

The Payment Schedule comprising 10 payments for a total of £1,758.16 along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

The schedules and Electronic Payment instructions (EP56 to EP60) were signed by the Chairman and Cllr. Rhodes after the meeting.

**57/23 To receive and approve a report on transfers from the 2022/23 budget 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 £5393.05 from the Council’s General A/C to the Reserves A/C and asked that the report be approved.

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

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

**58/23 To consider Grant Application received**

The Clerk read 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 £200 for The Dementia Care Hub with funds being taken from the remaining £200 “S.137 Grant provision” within the Council budget for 2022/23.

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

**ACTION – Clerk to arrange for the agreed £200 grant to be paid to The Dementia Care Hub**

**59/23 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).

**60/23 Chairman’s Report**

Cllr. Chillcott reported on the following:-

1. A successful Annual Parish Meeting was held on March 7<sup>th</sup> 2023
2. That Pollards Moor Road was now open following the completion of the overground sewer
3. That the Platinum Jubilee clock was now fully operational
4. That the response from the Office of the Police and Crime Commissioner for Hampshire about how many new officers were being allocated was that this was an “operational matter”
5. That the Copythorne Community Speedwatch Team had recorded a car travelling at 86mph within the 30mph section of Romsey Road. This was being followed up by the Roads Policing Team.

6. The “Soup for Survival” appeal for Ukraine hosted by the Copythorne Branch of the Royal British Legion had received further donations of some 800 tins taking the total collected to over 3000.

**61/23 Councillors Reports**

Cllr. Wiggins advised that a resident who spoke to her about an “exploding item” being thrown at a runner was told to report the matter to the police.

Cllr. Goodwin advised that two local residents had spoken to him about hedges overhanging pavements along the roadside. The Clerk advised that he would add an article in the next newsletter to remind property owners about their responsibilities regarding this issue and explaining how residents could report such issues to HCC Highways.

**62/23 Suggested Agenda Items for April 11th 2023 meeting**

No additional items to those already on the Forward Calendar were suggested.

**63/23 To Confirm the next meeting**

The next meeting will take place on April 11th 2023

**With no further business to transact, the Chairman closed the meeting at 9.24pm.**