

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7.00 PM ON
APRIL 11TH 2023 AT COPYTHORNE PARISH HALL**

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

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

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

Three members of the public were present

AGENDA ITEMS

64/23 Apologies

Cllr. Sarah Coombs; Cllr. Steve Herra

65/23 Declarations of Interest in items on the Agenda

None

66/23 Public Session

A member of the public raised his concerns regarding ongoing planning matters related to a property in Cadnam. Cllr. Chillcott advised them that the Council was aware of two planning applications recently submitted to the NFNPA that would be discussed at the next Council meeting on May 16th 2023

67/23 County and District Councillors Reports

Dist. Cllr. Derek Tipp advised that the representations made by Netley Marsh Parish Council (“NMPC”) to Hampshire County Council (“HCC”) regarding the use of the A336 through both that parish and our parish had made little progress. Cllr. Chillcott replied that this council supported the representations and remained in dialogue with NMPC.

Dist. Cllr. Tipp told those present that HCC had still not managed to recruit any School Crossing Patrol staff for Bartley School. He also mentioned that New Forest District Council had agreed that users of NFDC land and buildings would be advised that they would not be allowed to give pets as prizes at events held.

Dist. Cllr. Diane Andrews advised that the Public Spaces Protection Orders relating to animal feeding & petting and BBQs/fires on Forestry England in the New Forest had been approved by NFDC, the expected start date for these orders was July 1st 2023.

She also reported that Community Infrastructure Levy funds (“CIL money”) from new housing development was being used to fund a range of green projects across the New Forest. She attended a meeting relating to the Climate Emergency declared by NFDC at which several community groups were present. A list of all the groups is being compiled by NFDC to help some of them work together on similar projects. At the end of her report Cllr. Chillcott asked that a “vote of thanks” be recorded and re-iterated that she will be sadly missed as a District Councillor when she steps down on May 9th 2023.

68/23 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

22/00117 - Hawthorne Cottage, Newbridge Road, Newbridge, SO40 2NX - one & two storey extensions

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

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

Signed by the Chairman: Date:

23/00159 - Cricket Pavilion, Paultons Cricket Ground, Whitemoor Lane, Ower, SO51 6AJ - Replacement Pavilion; creation of 2no parking spaces

Parish Comment: 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal)
Cllr. Rhodes proposed, Cllr. Wiggins seconded, all in favour.

22/01032 - 9 Abbotsford, Bartley, SO40 2PN - Garage conversion and extension to create additions living accommodation, new front porch. (Amended plans filed 04/04/2023)

Parish Comment: 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal)
Cllr. Wiggins proposed, Cllr. Lady Kara seconded, all in favour.

NFDC Planning Applications

23/10193 - West Wellow Service Station, Romsey Road, Ower, SO51 6GF - Installation of 8no. EVC bays with canopy; sub station; equipment compound; 8no. new parking spaces and lighting

Parish Comment: 2 - We recommend REFUSAL but would accept the decision reached by the NFDC officers under their delegated powers (see NFDC planning portal)
Cllr. Rhodes proposed, Cllr. Wiggins, carried by majority.

NFNPA Tree Works Requests

23/00359 CONS	Wynot, Whitemoor Lane, Winsor, SO40 2HD – Fell 1 x Cherry
23/00391 CONS	Cherry Tree Cottage, Copythorne Crescent, Copythorne, SO40 2PE - Prune 1 x group of mixed tree species; Prune 1 x group of Holly trees; Fell 1 x Spruce tree
23/00408 TPO	Sir John Barleycorn, Southampton Road, Cadnam, SO40 2NQ - Fell 1 x Pedunculate Oak tree; Fell 1 x Common Holly tree (both part of W1 of TPO 24/94)
23/00412 CONS	Newbridge Cottage, Newbridge, Cadnam, SO40 2NW – Fell 1 x group of 3 Cypress

Parish Response to all four 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

69/23 Planning Decisions made since last Council meeting

NFNPA - Planning Applications decided

23/00205 – Leyburn, Winsor Road, Winsor, SO40 2HR – Delegated to Officer, Grant
23/00941 – Swallowfields Farm, Blackhill Road, Furzley, SO43 7JE – Delegated to Officer, Grant

NFDC - Planning Applications decided

None

NFNPA Tree Works Requests decided

23/00309 TPO	Sir John Barleycorn, Southampton Road, Cadnam, SO40 2NQ – Grant
23/00287 CONS	The Brackens, Vicarage Lane, Copythorne, SO40 2PA – Raise no objections
23/00323 CONS	Norwood Cottage, Winsor Road, Winsor, SO40 2HN – Raise no objections
23/00359 CONS	Wynot, Whitemoor Lane, Winsor, SO40 2HD – Raise no objections
23/00391 CONS	Cherry Tree Cottage, Copythorne Cres, Copythorne, SO40 2PE - Raise no objections

NFDC Tree Works Requests decided

None

Signed by the Chairman: Date:

70/23 To Approve the Minutes of the Meeting of March 14th 2023

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

71/23 Matters arising from the Minutes of the previous meeting

47/23 Para 2 - E-mail sent and response awaited. Diary note made

Para 3 – Report removed from Council website. Flooding Advisory Committee to review response.

52/23 39/23 Clerk has undertaken the required action and still awaiting a response. Chased & diarised.

40/23 Clerk has undertaken the required action and still awaiting a response. Chased & diarised

55/23 Clerk has added item to the Council's Forward Calendar

57/23 The transfers will be undertaken once the first half of the 2023/24 Precept has been received

58/23 Clerk has made the agreed payment

72/23 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). He advised that Cllrs. Chillcott, Hawks, Rhodes and Wiggins had been elected unopposed. He further advised that Cllrs. Coombs, Goodwin and Herra had not sought re-election. Finally he provide details of the need to seek co-option candidates for three vacancies.

RESOLVED: That the report be noted.

73/23 a. To receive and agree the Bank Reconciliation for March 31st 2023

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

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

The Bank Reconciliation was signed by Cllr. Lady Kara after the meeting.

b. To receive and approve an additional Payments Schedule for March 2023

The Payment Schedule comprising 10 payments for a total of £561.32 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 (EP61 to EP63) were signed by the Chairman and Cllr. Goodwin after the meeting.

c. To receive and approve a Payments Schedule for April 2023

The Payment Schedule comprising 9 payments for a total of £4472.19 along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

The schedules and Electronic Payment instructions (EP1 to EP5) were signed by the Chairman and Cllr. Goodwin after the meeting

74/23 To receive and a draft Year End budget report for 2023/23

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

75/23 To confirm any potential conflicts with BDO LLP as external auditors to the Parish Council

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 Chairman and the Clerk be authorised to sign a certificate to confirm that the Council had no conflict of interest

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

ACTION – Clerk to arrange for the certificate to be signed and sent to BDO LLP

76/23 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).

77/23 Chairman's Report

Cllr. Chillcott reported on the following:-

1. That he had attended the Parish Hall Committee meeting on April 4th. Arrangements are in hand for a "Picnic in the Park" on May 6th to celebrate the Coronation of King Charles III. The Platinum Jubilee clock will be formally unveiled at this event.
2. A fallen tree in Southampton Road. Cadnam had been reported and removed.
3. That Donna Jones (Hampshire Police & Crime Commissioner) was hosting an online forum on April 21st.
4. That he would be attending a National Grid presentation on the upgrading of the power lines in the North east corner of the parish at Ower.
5. The "Warm Spaces" initiative at the Community Café (funded by NFDC) was a great success with over 300 individual uses.
6. That he attended a Women's Institute Open Meeting at which James Read gave an update on his work with the New Forest Ukraine appeal.

He concluded by asking that a vote of thanks be recorded to Cllrs. Coombs, Goodwin and Herra for their many years of service to the residents of the Parish.

78/23 Councillors Reports

Cllr. Wiggins advised that a resident was seeking help to contact the right person at HCC to discuss using the former football pitches behind houses on the western side of Winsor Road. The Clerk suggested that Cllr. Wiggins ask the individual to contact him to try and assist.

Cllr. Rhodes reported on the work that Greening Copythorne had been doing with the pond at Copythorne Infants School and the initial discussions that the Clerk and she had been having with representatives of CPRE about their Hampshire Hedge project.

Cllr. Goodwin raised the subject of the condition of the surface of the A336 Southampton Road and whether the Council had asked for it to be re-surfaced. The Clerk advised that this was included whenever a pothole along this road was reported to HCC. The Clerk also said that he would arrange for an article about how to report potholes to be included in the May 2023 Council newsletter.

Cllr. Lady Kara asked whether the Parish Lengthsman would be involved in ongoing maintenance of the vegetation around Splitwind Pond. The Clerk confirmed that he would be.

79/23 Suggested Agenda Items for May 16th 2023 meting

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

80/23 To Confirm the next meeting

The next meeting will take place on May 16th 2023

81/23 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) the Clerk presented a report (Titled Confidential Matter) which included one recommendation.

RESOLVED: That the recommendation be accepted.

Proposed by Cllr. Chillcott, Seconded by Cllr. Wiggins, all in favour.

ACTION – Clerk to action the approved recommendation.

With no further business to transact, the Chairman closed the meeting at 8.53pm.

Signed by the Chairman: Date: