

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

Members present: Cllr. Graham Chillcott; Cllr. Jackie Rhodes; Cllr. Sylvia Wiggins;  
Cllr. Richard Fowler; Cllr. Raquelle Atherton; Cllr. Sherri Johnstone

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

By invitation: County Cllr. Edward Heron Dist. Cllr. Derek Tipp

Nine members of the public were present

**AGENDA ITEMS**

**175/23 Apologies**

Cllr. Lady Kara Hawks

**176/23 Declarations of Interest in items on the Agenda**

None.

**177/23 Public Session**

A member of the public asked whether the Parish Council received feedback on the outcome of applications considered by the NFNPA Planning Committee, in particular planning application 23/00265. The Clerk advised that such decisions were published by the NFNPA on their website and that he would send the resident the required details for the particular application.

**178/23 County and District Councillors Reports**

County Cllr. Edward Heron presented a report on upcoming budgetary challenges faced by the County Council. A copy of his report is included in the supporting documents for this meeting on the Parish Council website.

Dist. Cllr. Derek Tipp provided an update on various NFDC and Central Government Grant schemes to support local business and organisations.

**179/23 Planning Applications; TPOs and Tree Works Requests**

**NFNPA Planning Committee cases (due to be heard on November 21<sup>st</sup> 2023)**

23/00248 – Land to East of New Inn Road (“Affordable Housing”) – Cllr. Johnstone will represent Council

23/01177 – 8 Pundle Green, Bartley (“outbuilding”) – Cllr. Wiggins will represent Council

**NFNPA Planning Appeals (to The Planning Inspectorate)**

23/00268 – Little Firs, Barney Hayes Lane, Cadnam – No additional Council comments to be sent.

**NFNPA Planning Applications**

23/01221– Cosy Glen, New Inn Lane, Bartley, SO40 2LS - Extend existing roof to form open area over front entrance.; solar photovoltaic panels to front south facing roof; first floor rear dormer to replace existing roof window; attached side lean-to building; external insulation and render upgrade to all walls and roofs

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

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

23/01260– Otters Holt, 8 Oakfield Road, Bartley, SO40 2LQ - First floor extension; addition of dormer windows & rooflights; porch

Parish Response: 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal for details). Cllr. Fowler proposed, Cllr. Johnstone seconded, all in favour

23/01315 - Grove Farm, Chinham Road, Bartley, SO40 2LF - Determination as to whether Prior Approval is required for proposed Change of use of agricultural building under Class R to flexible commercial use

Parish Response: A narrative comment was agreed (see NFNPA planning portal for details). Cllr. Rhodes proposed, Cllr. Chillcott seconded, all in favour.

23/01343– Tanglewood, Winsor Road, Winsor, SO40 2HJ - Roof and first floor additions to include increased ridge height; single storey extension; porch; alterations to doors and windows; render (demolition of existing extensions)

Parish Response: 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal for details). Cllr. Wiggins proposed, Cllr. Fowler seconded, carried by majority.

#### **NFDC Planning Applications**

None

#### **NFNPA Tree Works Requests**

None

#### **NFDC Tree Works Requests**

None

### **180/23 Planning Decisions made since last Council meeting**

#### **NFNPA - Planning Applications decided**

23/01056 - Woodhaze, 10 Riverside Close, Bartley, SO40 2LW – Delegated - Grant subject to Conditions

23/01111 - Furzley Farm, Black Hill Road, Furzley, SO43 7JJ - Delegated - Grant subject to conditions

23/01119 - Sloden, Pound Lane, Winsor, SO40 2HL - Delegated - Grant subject to conditions

#### **NFDC - Planning Applications decided**

None

#### **NFNPA Tree Works Requests decided**

23/001225 CONS - Hawthorne Cottage, Newbridge Road, Newbridge, SO40 2NX - Raise no objection

#### **NFDC Tree Works Requests decided**

None

### **181/23 To Approve the Minutes and agreed actions of the Meeting of October 10<sup>th</sup> 2023**

Approved, subject to correcting date to September 12<sup>th</sup> 2023 in relation to Item 163/23

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

### **182/23 Update on agreed actions arising from the Minutes of the previous Parish Council meeting**

166/23 - The agreed actions are underway.

167/23 - Cllr. Chillcott has undertaken the agreed actions and reported back to Council members

172/23 - The Clerk has undertaken all five of the actions above.

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

**183/23 To discuss & agree outcomes on suggestion to hold Councillor drop-in sessions**

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

**RESOLVED:** Members agreed to the principle of holding “drop in sessions” to meet residents and also for Cllrs. Chillcott & Johnstone to come up with a workable format for dates/times; length of session; venues, etc. for an initial trial period of three months commencing in mid/late January 2024.

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

**ACTION – 1) Cllrs. Chillcott & Johnstone to undertake the required actions and share with members and Clerk. 2) Clerk to then publicise the sessions.**

**184/23 To receive, discuss and vote on a report regarding possible Village Gates on Southampton Road, Bartley**

The report (a copy of which is included in the supporting documents for this meeting on the Parish website) was resented by Cllr Rhodes.

**RESOLVED:** That the recommendation in the report be approved.

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

**ACTION – Cllr. Rhodes and Clerk to continue to work on the costs projections and possible grant funding.**

**185/23 To receive and approve a report relating to the 2021 HCC F&WMT “Bartley Flood Investigation Report”**

Cllr. Chillcott, as Chair of the Flooding Advisory Committee presented the above report (a copy of which is included in the supporting documents for this meeting on the Parish Council website).

**RESOLVED:** That the recommendation in the report be approved.

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

**ACTION – Clerk to undertake the agreed actions**

**186/23 a. To receive and agree the Bank Reconciliation for October 31st 2023**

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

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

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

**b. To receive and agree the Payments Schedule for November 2023**

The Payments Schedule comprising 12 payments for a total of £1,676.89, along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedules and Electronic Payment instructions (EP42 to EP47) were signed by the Chairman and Cllr. Johnstone after the meeting.

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

**187/23 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).

**188/23 Chairman's Report**

Cllr. Chillcott provided a verbal report which included the following:-

1. That due to a clash of meetings he had been unable to attend the Parish Hall Committee meeting on November 7th 2023. He was though able to report that the application to convert the Parish Hall Charity into a Charitable Incorporated Organisation had been submitted to the Charity Commission.
2. That he had the pleasure of representing the Parish Council at the Annual Remembrance Parade and Service on November 12th.

3. That a number of residents have raised concerns about issues with the bus layby near Barleycorn Walk. This matter has been raised by the Clerk with HCC Highways.

### **189/23 Councillors Reports**

Cllr. Rhodes reported that members of Greening Copythorne:-

1. Have been working to clear some of the vegetation in and around Splitwind Pond.
2. Attended a "Hedgerow Foraging walk" arranged by CPRE.
3. Will shortly be visiting a Solar Farm near Lymington.

She also reported that she attended the HALC AGM held on November 4<sup>th</sup> 2023 on behalf of the Council

Cllr. Atherton reported that she had attended an Online "Introduction to Planning" online course arranged by HALC. Cllrs. Fowler & Johnstone has also attended.

Cllr. Fowler advised that he had been asked by a local resident to report that the cattle grid near the motorway bridge in Cadnam Lane needs clearing out to assist the prevention of flooding.

**ACTION - Clerk to report the matter to HCC Highways to investigate.**

Cllr. Johnstone reported that she is continuing to work in conjunction with the Clerk on the Parish Pickers request for additional litter bins in the Cadnam area.

She also advised that she has personally signed up as a community champion for Copythorne to be a "Pollution Free Community". This initiative seeks to encourage reduction in "single use plastics". A number of town & parish councils across the country are already signed up. Work is underway to see what knowledge can be gained from other local council signatories with a view to recommending that the Council itself joins this campaign.

A group of local residents are looking to fundraise for a community defibrillator in the north of Copythorne. Finally, early in the New Year she will be attending a NALC online workshop on the "do's and don'ts/best practice" for the use of social media by Parish Councils

### **190/23 Suggested Agenda Items for the December 12<sup>th</sup> 2023 meeting**

As per details in the Council's Forward Planning Calendar (note "Single Use Plastics" report to move to January 2024).

### **191/23 To Confirm the next meeting**

The next meeting will take place on December 12<sup>th</sup> 2023

**With no further business to transact, the Chairman closed the meeting at 9.27pm.**