

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7.00 PM ON
DECEMBER 12TH 2023 AT COPYTHORNE PARISH HALL**

Members present: Cllr. Graham Chillcott; Cllr. Jackie Rhodes; Cllr. Sylvia Wiggins;
Cllr. Richard Fowler; Cllr. Raquelle Atherton; Cllr. Lady Kara Hawks

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

By invitation: Dist. Cllr. Joe Reilly

One member of the public was present

AGENDA ITEMS

192/23 Apologies

Cllr. Sherri Johnstone

193/23 Declarations of Interest in items on the Agenda

None.

194/23 Public Session

A member of the public asked questions relating to the dates of future Council meetings on the Parish Council website; the condition of Pollards Moor Road following the completion of the rising main (foul sewer) repair; his concerns regarding the publication of the October 2021 HCC Bartley Water Flood Risk Investigation Report on the Parish Council website; and the possible development of a Neighbourhood Plan for the Parish.

195/23 County and District Councillors Reports

Prior to the meeting, County Cllr. Edward Heron sent a copy of his December “report to parishes” to the Clerk. This has been distributed to members. A copy of the report is included in the supporting documents for this meeting on the Parish Council website.

Dist. Cllr. Joe Reilly advised that NFDC is seeking comments on the draft NFDC Corporate Plan 2024-28. More details can be found at <https://www.newforest.gov.uk/CorporatePlanConsultation>

196/23 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

23/01386– Sistrans, Old Lyndhurst Road, Cadnam, SO40 2NL – Single storey extension.

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

23/01398– Land at Bramble Cottage, Beechwood Road, Bartley, SO40 2LP – Stable and hay store.

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

23/01408 – Oakmoor, Newbridge Road, Cadnam, SO40 2NX – Single storey extensions; dormer window

Parish Response: 4 - We recommend REFUSAL for the reasons listed (see NFNPA planning portal for details). Cllr. Chillcott proposed, Cllr. Atherton seconded, carried by majority.

Signed by the Chairman: Date:

23/01472– Riverside Yard, Land West of former Riverside Nursery, Romsey Road, Ower, SO51 6AF - Application for a certificate of lawful development for continued use of land and buildings for storage (use class B8)

Parish Response: No comment

23/01478 - Bartley Lodge Hotel, Lyndhurst Road, Cadnam, SO40 2NR - Construction of a detached annexe to facilitate additional accommodation (alternative scheme to planning permission 22/00630)

Parish Response: 1 – We recommend **PERMISSION**, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers). Cllr. Wiggins proposed, Cllr. Lady Kara seconded, all in favour

NFDC Planning Applications

23/11098 - Fighting Cocks Farm, Salisbury Road. Ower, SO51 6AN - Siting of mobile home as accommodation for family use (Lawful Development Certificate that permission is not required for proposal).

Parish Response: No comment

NFNPA Tree Works Requests

None

NFDC Tree Works Requests

None

197/23 Planning Decisions made since last Council meeting

Planning Inspectorate – Appeals decided

22/00552 Manor Equestrian Centre, Old Salisbury Road, Ower, SO51 6FA – Appeal Dismissed

NFNPA - Planning Applications decided

23/00757 - Dell Farm, Vicarage Lane, Copythorne, SO40 2PA - Withdrawn by applicant

23/00758 - Dell Farm, Vicarage Lane, Copythorne, SO40 2PA - Withdrawn by applicant

23/01177 - 8 Pundle Green, Bartley, SO40 2LG - Planning Committee - Grant subject to conditions

23/01221 - Cosy Glen, New Inn Lane, Bartley, SO40 2LS – Delegated - Grant subject to conditions

23/01315 - Grove Farm, Chinham Road, Bartley, SO40 2LF – Delegated – Refuse

23/01113 - Land of Bramble Cottage, Old Romsey Road, Cadnam, SO40 2NP - Withdrawn by applicant

23/01260 – Otters Holt, 10 Oakfield Road, Bartley, SO40 2LQ – Delegated – Grant subject to conditions

NFDC - Planning Applications decided

None

NFNPA & NFDC Tree Works Requests decided

None

198/23 To Approve the Minutes and agreed actions of the Meeting of November 14th 2023

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

199/23 Update on agreed actions arising from the Minutes of the previous Parish Council meeting

183/23 The agreed actions are underway.

184/23 The agreed actions are underway.

185/23 The agreed actions have been completed

189/23 The agreed action has been completed.

Signed by the Chairman: Date:

200/23 a. To receive and agree the Bank Reconciliation for November 30th 2023

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

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

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

b. To receive and agree the Payments Schedule for December 2023

The Payments Schedule comprising 8 payments for a total of £1,306.97, along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedules and Electronic Payment instructions (EP48 to EP51) were signed by the Chairman and Cllr. Rhodes after the meeting.

201/23 To receive the RFO's estimate of year end spending against 2023/24 budget and approve a budget for 2024/25

The Clerk, as Responsible Finance Officer, presented the above report (a copy of which is included in the supporting documents for this meeting on the Council's website) which included the Finance Advisory Committee's recommendation of a £28,859 budget for 2024/25 (£2,972 – 11.9% increase on 2023/24).

RESOLVED: That the 2024/25 budget recommendation in the report be accepted.

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

202/23 To receive and approve the 2024/25 Precept Request

The Clerk (as Responsible Financial Officer) presented the recommendation (a copy of which is included in the supporting documents for this meeting on the Parish website).

RESOLVED: The recommendation to seek a precept of £27,059 from NFDC for 2024/25 be approved.

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

ACTION – Clerk to submit request to NFDC before January 12th 2024

203/23 To receive and approve a recommendation to appoint Tim Light as the Council's Internal Auditor for 2023/24.

The Clerk (as RFO) 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 Council approve the appointment.

Proposed by Cllr. Chillcott, seconded by Cllr. Fowler, all in favour.

ACTION – Clerk to notify Tim Light of the decision to approve his appointment.

204/23 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).

205/23 Chairman's Report

Cllr. Chillcott apologised that having only returned from holiday earlier today he hadn't had time to prepare a report.

206/23 Councillors Reports

Cllr. Wiggins reported that the "Copythorne's Got Talent" event held on December 10th (with 200 people in attendance had raised some £2,200 (to be shared equally between New Forest for Ukraine and The Dementia Hub. She also reported that the Victorian Fair held on December 9th had raised around £1,250 for Parish Hall Funds. Both events were great successes and she wanted to thank all those involved in arranging and performing in them.

Cllr. Rhodes advised that Greening Copythorne would be meeting in January 2024 to discuss how to support the “Surfers against Sewage” campaign to eradicate “Single use Plastics”.

Cllr. Atherton reported that the large scale maps to support the Forest North East Conservation Area review had been produced and would be distributed to those councillors appointed to the review.

207/23 Suggested Agenda Items for the January 9th 2024 meeting

None.

208/23 To Confirm the next meeting

The next meeting will take place on January 9th 2024

209/23 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. Lady Kara, all in favour), Cllr. Chillcott presented a report (Confidential item” – Staffing Matter – Ref PC/GC1) 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, all in favour. **APPROVED**

ACTION – Clerk to action the approved recommendations.

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