

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7.00 PM ON
MARCH 12TH 2024 AT COPYTHORNE PARISH HALL**

Members present: Cllr. Graham Chillcott; Cllr. Jackie Rhodes; Cllr. Sylvia Wiggins;
Cllr. Sherri Johnstone; Cllr. Lady Kara Hawks (from 7.18pm)

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

By invitation: Dist. Cllr. Derek Tipp

Seven members of the public were present

AGENDA ITEMS

37/24 Apologies

Cllr. Raquelle Atherton & Cllr. Richard Fowler

38/24 Declarations of Interest in items on the Agenda

None.

39/24 Public Session

No member of the public wished to speak.

40/24 County and District Councillors Reports

No report from County Cllr. Edward Heron.

Dist. Cllr. Derek Tipp reported that the “Shop Doctor Scheme” (Mystery shopping) for businesses within the NFDC area had been used by over 30 businesses; that Forestry England are considering granting around 15 licences to food vendors to operate in some of their car parks; that support for Start-Up businesses was available from NFDC; that the HCC Future Services Consultation ends on March 31st; and finally that the “wheelie bin based” Garden Waste Collection service starts in April. Take up was broadly similar to the sacks scheme it will replace.

41/24 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Appeal

23/00877 – land adjoining Sydney Cottage, Winsor Road, Winsor, SO40 2HP – New dwelling

Parish Response – To re-iterate previous comments made in response to NFNPA in August 2023

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

NFNPA Planning Applications

24/00167 - Copythorne Farm Lodge, Romsey Road, Copythorne, SO40 2PB - Application under part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 in respect of the siting, design and appearance of an agricultural building.

Parish Response: N/A

24/00177 - Bartley Forest Farm Lyndhurst Road, Cadnam, SO40 2NR - Application under part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 in respect of the siting, design and appearance of a single agricultural feed silo & concrete base.

Parish Response: N/A

Signed by the Chairman: Date:

Cllr. Lady Kara took her seat at this point in the meeting

24/00100 – Land at Paultons Park, Ower, SO51 6AL - 30m telecommunications base station comprising of 6no antennas; 2no dishes; 3no equipment cabinets; 1no meter cabinet; compound fencing.

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

24/00139 – Heatherdene, Barrow Hill Road, Copythorne, SO40 2PJ - Pre-built outbuilding (demolition of existing). (Discussion deferred until April 9th 2024 meeting)

NFDC Planning Applications

None

NFNPA Tree Works Requests

24/00245 CONS - Pegasus, Barrow Hill Road, Copythorne, SO40 2PH

Fell 3 × Silver Birch trees (T2, T4 & T5 at the front of the property).

Prune 3 × Silver Birch trees (T1, T3 & T6 at the front of the property)

Fell 2 × Conifer trees (1 is adjacent to property, the other is dead & included for info only)

Parish Response – Leave decision to Trees Officer

NFDC Tree Works Requests

None

42/24 Planning Decisions made since last Council meeting

NFNPA - Planning Applications decided

24/00036 - 4 Barleycorn Walk, Cadnam, SO40 2LY - Grant subject to conditions

23/00888 - Newlands Farm, Winsor Road, Winsor, SO40 2HE - Refuse

24/00047 - Bartley House, Brockishill Road, Bartley, SO40 2LN - Grant subject to conditions

43/24 To Approve the Minutes and agreed actions of the Meeting of February 13th 2024

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

44/24 Update on agreed actions arising from the Minutes of the previous Parish Council meeting

33/24 The Clerk has undertaken the required action.

45/24 To Discuss and agree response to the HCC Future Services Consultation

Members discussed the consultation for just over 30 minutes and arrived at a series of agreed responses. A copy of the response submitted will be added the paper for this item on the Council website

46/24 To receive and approve a recommendation for the production of a Parish Design Statement.

Cllr. Johnstone 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 recommendation in the report be accepted.

Proposed Cllr. Johnstone, seconded Cllr. Chillcott, all in favour

47/24 To support a community led scheme for Copythorne Parish to achieve "Plastic Free Status".

Cllr. Johnstone 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 recommendations in the report be accepted, with Cllr Rhodes being the Council representative on the steering committee.

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

48/24 To receive a report on future Councillor “Drop In” sessions

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

RESOLVED: That, with the amendment of the session length to be “between one and two hours”, the recommendations in the report be accepted.

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

49/24 To appoint a new representative(s) to the NFNPA Forest North East Conservation Area Review

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

RESOLVED: That, following the withdrawal of Cllr. Chillcott & Wiggins from the review, Cllr. Johnstone be appointed to work alongside Cllr. Atherton as Copythorne Parish Council’s appointed representatives.

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

ACTION: Clerk to notify the NFNPA of the changes and update the representatives’ details on the Council website.

50/24 a. To receive and agree the Bank Reconciliation for February 29th 2024

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

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

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

b. To receive and agree the Payments Schedule for March 2024

The Payments Schedule comprising 13 payments for a total of £1,637.46, along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedules and Electronic Payment instructions (EP63 to EP69, excluding EP64) were signed by the Chairman and Cllr. Johnstone after the meeting (EP64 was signed by the Chairman & Cllr. Wiggins).

51/24 To receive and approve the Council Asset Register as at February 29th 2024

The Clerk 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 report be approved.

Proposed Cllr. Wiggins, Seconded Cllr. Johnstone, all in favour **APPROVED**

52/24 To receive and approve a report on transfers from the 2023/24 budget to reserves

The Clerk 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 report be approved.

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

ACTION – The approved transfers will be undertaken in accordance with the recommendation.

53/24 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 £500 for the 2nd Copythorne Scout Group with funds being taken from the “S.137 Grant provision” within the Council budget for 2023/24.

RESOLVED: That the report be approved & that the Scout Group be thanked for their work in the community.

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

ACTION – The approved grant payment to be made in accordance with the recommendation.

54/24 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). With regards to Item 1 on the report relating to the February 2024 "Drop In Session" he confirmed that responses to those questions raised which were not of a personal nature would be added to his report (Item 18 for this meeting) on the Parish Council website shortly

55/24 Chairman's Report

Cllr. Chillcott reported on the following:-

Parish Hall – He was unable to attend the Committee meeting on March 5 due to other commitments. The grant application for the planting of six fruit trees in the Parish Hall field had been approved by HCC. Progress continues on the possible installation of solar panels on the roof of the hall.

D-Day 80 Commemoration – Plans are being put together by a small working group from the Royal British Legion; Parish Hall; and Parish Council to mark this important date on June 6th. Details will be announced shortly.

56/24 Councillors Reports

Cllrs. Wiggins advised that a resident had complained to her about the condition of the footpath alongside Southampton Road near its junction with New Inn Road.

ACTION – Clerk to report the matter to HCC Highways.

Cllr. Johnstone reported that the community fundraising for a defibrillator at the Empress of Blandings pub had reached £965 and that Wessex Heartbeat had agreed to provide a defib and cabinet for free. The funds raised would be used to cover its installation; some training sessions; and an initial reserve for consumables. She also advised that the "Big Plastic Count" was running this week to help households realise how much "single use plastic" they use.

57/24 Suggested Agenda Items for the April 9th 2024 meeting

None

58/24 To Confirm the next meeting

The next meeting will take place on April 9th 2024

With no further business to transact, the Chairman closed the meeting at 8.54pm.