

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7.00 PM ON
APRIL 9TH 2024 AT COPYTHORNE PARISH HALL**

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

In attendance: Heather Lawrence (Minute taker)

5 members of the public were present

AGENDA ITEMS

59/24 Apologies

Cllr. Lady Kara Hawks

60/24 Declarations of Interest in items on the Agenda

Cllr Johnstone declared an interest in planning application 24/00139

Cllrs Chillcott and Wiggins declared an interest and did not participate in the response to comments in the Public Session regarding NFNPA planning application 22/00498 (Affordable Housing units on Land to the east of New Inn Road.

61/24 Public Session

A resident thanked the Parish Council for its involvement with the application process for NFNPA planning application 22/00498.

It was reported that the playground gate is not closing automatically. Cllr Chillcott advised that a new gate closure mechanism has arrived and is due to be fitted very shortly.

A resident asked about why the Council was not going to discuss NFNPA Planning Application 24/00225, a "Discharge of Condition" application. Cllr. Chillcott advised that it isn't the practice of the Parish Council to become involved in "Discharge of Conditions" applications as these are technical issues for the NFNPA Development Control Team. He went on to advise that the Clerk had spoken to the Case Officer who has advised that the Condition that was the subject of the application was included specifically to ensure that the Landscape Officer's comments could be considered against exactly what the applicant was planning with regards to the access and hardstanding area. The details and plans now submitted will be discussed by the Case Officer with the Landscape Officer to ensure that an acceptable balance between still maintaining an agricultural feel whilst having a defined and identified boundary to the agreed size of the area of tarmac/hardstanding.

A question was raised regarding the "Section 106" agreement related to NFNPA planning application 22/00498.

A resident expressed concerns regarding the NFNPA process in dealing with documents for NFNPA planning application 22/00498, particularly relating to flooding matters for the New Inn Road application. It was requested that the Parish Council consider the NFNPA process with view to writing a letter of complaint. Cllr Rhodes, who had temporarily taken the Chair (see 60/24 above), responded to advise that this cannot be decided at this meeting but will be added to the next agenda for discussion.

Signed by the Chairman: Date:

62/24 County and District Councillors Reports

No County or District Councillors present to provide reports.

63/24 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

24/00139 - Heatherdene, Barrow Hill Rd, Copythorne, SO40 2PJ - Pre-built outbuilding (demolition of existing)

Parish Response: 1 - We recommend PERMISSION but would accept the decision reached by the National Park Authority's Officers under their delegated powers. Cllr Fowler proposed, Cllr Chilcott seconded, carried by majority of those eligible to vote. *(Having declared an interest Cllr Johnstone did not participate in any discussion or the decision for this application.)*

24/00146 – Otters Holt, 10 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 Chilcott proposed, Cllr Johnstone seconded, all in favour

24/00122 – Bartley Manor Coach House, Bartley Manor, Brockishill Road, Bartley, SO40 2LN – Single storey extension; demolition of lean-to; formation of basement and replacement extension; store; fenestration changes.

Not discussed as the NFNPA had - prior to the meeting - advised that the applicant had withdrawn the application.

24/00123 – Bartley Manor Coach House, Bartley Manor, Brockishill Road, Bartley, SO40 2LN – Single storey extension; demolition of lean-to; formation of basement and replacement extension; store; Internal alterations; fenestration changes (Application for Listed Building Consent).

Not discussed as the NFNPA had - prior to the meeting - advised that the applicant had withdrawn the application.

NFDC Planning Applications

24/10127– The Paddocks, Whinwhistle Road, East Wellow, Copythorne, SO51 6BN – Siting of additional mobile home for ancillary residential use.

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

NFNPA Tree Works Requests

24/00260 CONS - 2nd Copythorne Scout Headquarters, Romsey Rd, Copythorne, SO40 2PB

Prune 10 x Oak trees (ref – 1942, 1971, 9 within 1972, 3, 1967, 1968, 1961, 1960, 1958 & 1956)

Prune 1 x Beech tree (ref – 5) growing on the front field boundary

Reduce 1 x Dead Oak tree (ref – 1954) to a 5 - 6 m habitat pole - exempt works - included for info only

Response - Due to a response needing to be submitted for this request before the date of the meeting, councillor's opinions were gathered by e-mail and a "Leave Decision to the Tree Officer" response was sent to the NFNPA on 02/04/24

NFDC Tree Works Requests

None

64/24 Planning Decisions made since last Council meeting

NFNPA - Planning Applications decided

24/00167 - Copythorne Farm Lodge, Romsey Road, Copythorne, SO40 2PB - Approval without conditions
23/00177 - Bartley Forest Farm, Lyndhurst Road, Cadnam, SO40 2NR - Approval without conditions
24/00050 - 7 Wellington Place, Southampton Road, Cadnam, SO40 2NG - Grant subject to conditions

NFNPA - Trees

24/00245 CONS - Pegasus, Barrow Hill Road, Copythorne, SO40 2PH – Raise no objections

65/24 To Approve the Minutes and agreed actions of the Meeting of March 12th 2024

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

66/24 Update on agreed actions arising from the Minutes of the previous Parish Council meeting

49/24 The Clerk has undertaken the required actions.
52/24 The Clerk has undertaken the required action.
53/24 The Clerk has undertaken the required action.
56/24 The Clerk has undertaken the required action.

67/24 a. To receive and agree the Bank Reconciliation for March 31st 2024

The Bank Reconciliation was presented to the meeting on behalf of the Clerk/RFO.
Proposed Cllr Chilcott, Seconded Cllr Wiggins , all in favour. **APPROVED**
By rotation, the Bank Reconciliation was signed by Cllr Fowler after the meeting.

67/24 b. To receive and agree the Additional Payments Schedule for March 2024

The Payments Schedule comprising 2 payments for a total of £605.55, along with the supporting invoices/claims, was presented to the meeting on behalf of the Clerk/RFO.
Proposed Cllr Rhodes , Seconded Cllr Wiggins, all in favour. **APPROVED**
By rotation, the schedules and Electronic Payment instruction (EP70) were signed by the Chairman and Cllr. Cllr Atherton after the meeting.

67/24 c. To receive and agree the Payments Schedule for April 2024

The Payments Schedule comprising 9 payments for a total of £1,419.64, along with the supporting invoices/claims, was presented to the meeting on behalf of the Clerk/RFO.
Proposed Cllr Chilcott , Seconded Cllr Johnstone, all in favour. **APPROVED**
By rotation, the schedules and Electronic Payment instruction (EP1 to EP5) were signed by the Chairman and Cllr Atherton after the meeting.

68/24 To receive the Q4 2023/24 Budget Update

The above report (a copy of which is included in the supporting documents for this meeting on the Council's website) was presented on behalf of the Clerk/RFO. Report noted.

69/24 To confirm any potential conflicts with BDO LLP as external auditors to the Parish Council

The above report (a copy of which is included in the supporting documents for this meeting on the Council's website) was presented to the meeting on behalf of the Clerk/RFO.

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

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

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

Signed by the Chairman: Date:

70/24 Clerk's Report

The above report (a copy of which is included in the supporting documents for this meeting on the Parish website) was presented to the meeting on behalf of the Clerk.

71/24 Chairman's Report

Cllr. Chillcott reported on the following:-

Parish Hall - Quotes now received for works to the roof. Improvements to ladies and disable toilets expected to be undertaken in the summer. First table top sale to take place on April 28, good interest from vendors. The Small Hall will be used as a Polling Station for the Police & Crime Commissioner election on May 2nd.

D-Day 80 Commemoration event - Planning for this event on the evening of June 6th is progressing well.

NFDC Community Forum – Attended this multi-agency event in Lyndhurst on March 27th with the Clerk, the focus was on Community Resilience and Emergency Planning.

Overhanging telephone cable – Reported an issue near the Parade to Openreach who swiftly responded to resolve

72/24 Councillors Reports

Cllr Wiggins

Has received a request for a 30mph sign to be moved in Southampton Road, where the gateway is being created. This is an issue for HCC Highways to consider.

Cllr Atherton

Reported the success of the councillor "drop in" sessions.

Cllr Rhodes

Thanked Cllr Atherton and a member of the public for the wild flowers at Splitwind pond. There are also some living willow sculptures and the benches are to be revamped.

Cllr Johnstone

Advised the dates for the next Councillor's "drop in" sessions are 26th April and 15th May. The June session will be held on the 8th June as a stall has been agreed at the carnival. Cllrs Atherton and Rhodes are able to attend. She also reported that the NFNPA Forest North East Conservation Area review is ongoing, the parish has been walked and documents and photos are to be sent to the clerk.

A meeting to discuss the Parish Design Statement is due to be held with NFNPA officers on the 22nd April and attended by Cllrs Johnstone and Chilcott along with the Clerk. Any councillor questions to be sent to Cllr. Johnstone and to the Clerk.

Cllr Johnstone attended the Southern Water drop in event at West Totton on the 21st March and was able to speak to the CEO. An invitation was made for the Parish Council to sign up to be part of a pilot study in this area.

There is a meeting of Plastic Free Copythorne on Thursday 11th April. The defibrillator at the Empress of Blandings pub is due to be fitted.

73/24 Suggested Agenda Items for the May 14th 2024 meeting

Consideration of expanding range of Planning applications that the Parish Council considers.
NFNPA planning document process in relation to planning application 22/00498
Clerk's response to S106 query.

74/24 To Confirm the next meeting

The next meeting will take place on May 14th 2024

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

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