

**MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7PM ON JUNE 11TH
2024 AT COPYTHORNE PARISH HALL**

Members present: Cllr. Graham Chillcott; Cllr. Jackie Rhodes; Cllr. Sylvia Wiggins;
Cllr. Sherri Johnstone Cllr. Raquelle Atherton; Cllr. Lady Kara Hawks
Cllr. Richard Fowler (from Item 101/24)

In attendance David Rigby, Clerk/RFO

Six members of the public were present

AGENDA ITEMS

99/24 Apologies

None

100/24 Declarations of Interest in items on the Agenda

Cllrs. Chillcott and Wiggins declared an interest in Item 10 (see minute 108/24 below).

101/24 Public Session

A member of the public asked when the “Bartley” defibrillator would return from The Haywain to Bartley Post Office. The Clerk advised that issues arising from repairs to the Post Office were preventing its return and that regular conversations were held with the owners of the Post Office on this subject.

The same member of the public raised concerns regarding items referencing Copythorne Parish Council in the minutes of recent meetings of Netley Marsh Parish Council in relation to flooding matters. He was advised that those minutes didn’t accurately reflect the position.

102/24 County and District Councillors Reports

No County or District Councillors present or reports received.

103/24 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

24/00520 – Poultry Houses, Grove Far, Chinham Road, Bartley, SO40 2LF – Determination as to whether Prior Approval is required for proposed change of use 2no. agricultural buildings under Class R to storage (Class B8) use.

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

24/00461 – Backways, Newbridge Road, Cadnam, SO40 2NX – Application for a Certificate of Lawful Development for proposed single storey rear extension; porch

Parish Comment: - No comment

24/00546 – 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 an agricultural building

Parish Comment: - No Comment

24/00502 – Forest Syde, Southampton Road, Cadnam, SO40 2NQ – Outbuilding; Fencing
Parish Comment: 4 - We recommend REFUSAL for the reasons listed (see NFNPA planning portal for details).
Cllr. Johnstone proposed, Cllr. Chillcott seconded, agreed by majority.

24/00557 – Bramble Cottage, Chinham Road, Bartley, SO40 2LL – 1no. two storey extension; 1no. single storey extension; 1no. additional window (Application for a Non-Material Amendment to planning permission 21/00520)
Parish Comment: No comment

NFDC Planning Applications

None

NFNPA & NFDC Tree Works Requests

None

104/24 Planning Decisions made since last Council meeting

Planning Inspectorate

APP/B9506/D/23/3328931 - Forest Glade House, Brockishill Road, Bartley, SO40 2LN - Appeal Dismissed
APP/B9506/D/23/3331367 - Forest Glade House, Brockishill Road, Bartley, SO40 2LN - Appeal Dismissed
APP/B9506/D/23/3331948 - Forest Glade House, Brockishill Road, Bartley, SO40 2LN - Appeal Dismissed

NFNPA Planning Applications

23/01408 - Oakmoor, Newbridge Road, Cadnam, SO40 2NX - Grant subject to conditions
24/00235 - Nettall, New Inn Road, Bartley, SO40 2LR - Grant subject to conditions
24/00546 - Bartley Forest Farm, Lyndhurst Road, Cadnam, SO40 2NR - Approval without conditions

NFDC Planning Applications

24/10127 – The Paddocks, Whinwhistle Road, East Wellow, SO51 6BN – Grant subject to conditions

NFNPA Tree Works Requests

24/00489 CONS - St. Mary's Church, Romsey Road, Copythorne, SO40 2PB - Raise no objection
24/00490 TPO - Land to the rear of Whitemoor Pines, Whitemoor Lane, Winsor, SO40 2HD - Raise no objection (note: this was NOT a TPO request)

NFDC Tree Works Requests

None

105/24 To Approve the Minutes and agreed actions of the Meeting of May 14th 2024

Proposed Cllr. Chillcott, Seconded Cllr. Rhodes, all present at previous meeting in favour.

106/24 Matters arising from the Minutes of the previous meeting

86/24 The Clerk has undertaken the required actions.
89/24 The Clerk has undertaken the required action.
96/24 The Clerk has issued the assessments and diarised for receipt of the acknowledgements.

107/24 To receive and approve a report relating to the formation of a Steering Group for the production of a Parish Design Statement

Cllr. Johnstone presented the above review (a copy of which is included in the supporting documents for this meeting on our website).

RESOLVED: That the four recommendations contained in the report be approved.

Recommendation 1 - Proposed Cllr. Chillcott, Seconded Cllr. Rhodes, all in favour.

Recommendation 2 - Proposed Cllr. Chillcott, Seconded Cllr. Atherton, all in favour.

Recommendation 3 – Chair - Cllr. Johnstone, Proposed Cllr. Chillcott, Seconded Cllr. Rhodes, all in favour.

Recommendation 3 – Deputy - Cllr. Chillcott, Proposed Cllr. Rhodes, Seconded Cllr. Johnstone, all in favour.

Recommendation 4 - Proposed Cllr. Chillcott, Seconded Cllr. Wiggins, all in favour. **APPROVED**

Having declared an interest in the first part of the following item Cllrs. Chillcott and Wiggins left the room. Cllr. Rhodes as Vice Chair took over the Chair.

108/24 Discussion regarding a response to a letter from residents to the NFNPA relating to planning application 22/00498; along with consideration of potential issues for future planning applications

Cllr Rhodes led a discussion on the first part of this item.

RESOLVED: The Clerk be instructed to draft a letter to Steve Avery (NFNPA Executive Director, Strategy & Planning, cc to Alison Barnes (NFNPA Chief Executive Officer) confirming that the Parish Council shares the concerns of residents (as outlined in their letter to the NFNPA dated March 31st 2024).

Proposed Cllr. Rhodes, Seconded Cllr. Atherton, all eligible to vote in favour. **APPROVED.**

ACTION – Clerk to draft a letter and circulate to members before sending.

Cllrs. Chillcott and Wiggins returned to the room. Cllr. Chillcott returned to the Chair.

A discussion then took place in relation to the second part of this item.

RESOLVED: The Clerk be instructed to draft a letter to Steve Avery outlining the Council's concerns about elements of the NFNPA's planning processes and how they might be amended to avoid similar issues in the future.

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

ACTION – Clerk to draft a letter and circulate to members before sending.

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

109/24 a. To receive and agree the Bank Reconciliation for May 31st 2024

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

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

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

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

The Payment Schedule comprising 11 payments for a total of £1,646.25, along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedules; and Electronic Payment instructions (EP15 to EP20) were signed by the Chairman and Cllr. Fowler after the meeting.

110/24 To receive and approve a review of the Parish Council's Financial Regulations

The Clerk read through his review (a copy of which is included in the supporting documents for this meeting on the Parish website).

RESOLVED: That the revised Financial Regulations be approved as drafted
Proposed Cllr. Fowler, seconded Cllr. Johnstone, all in favour. **APPROVED**

ACTION – Clerk to arrange for a copy of the new Financial Regulation be added to the Council Website.

111/24 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).

112/24 Chairman's Report

Cllr. Chillcott reported on the following:-

That on May 30th 2024 he and Cllr. Wiggins attended the funeral of Simon Lucas (immediate past Chairman of the Parish Council).

With regards to the Parish Hall, the ladies toilets will be refurbished in the summer holidays; Table Top sales to raise funds are going well; the Café team have re-decorated the "small hall"; work is in hand to improve sound insulation between the main and small halls.

The D-Day 80 Commemoration event on June 6th 2024 was very attended and over £300 raised for various military charities. Sir Julian Lewis has sent a letter of thanks to all those involved.

Cllr. Wiggins and he staffed the Councillors "Drop In session" at Copythorne Carnival on June 8th.

He recommended that all members complete the Police and Crime Commissioners survey on policing priorities.

113/24 Councillors Reports

Cllr. Rhodes wanted to publicly thank everyone involved in arranging and delivering the events of the last week (D-Day 80 and various Carnival activities). She also reported that CPRE are hosting a conference on June 14th in Southampton regarding Solar Panels and that she had a spare ticket if any other members were interested in attending.

Cllr. Atherton asked if a pothole near the cattle grid in Cadnam Lane had been reported to HCC Highways, the Clerk advised that it had.

Cllr. Fowler asked if the ford in Wittensford Lane was in the parish as there were potholes near it as well. The Clerk advised that it was and he would check to see if they had been reported and if not then do so.

Cllr. Johnstone reported on the activities of "Plastic Free Copythorne" including their stall at Copythorne Carnival. A competition for children on ways to reduce single use plastics was well received. She also reminded members that the next Councillors "Drop in session" would be at the Community Café on July 20th (10am-12pm).

114/24 Suggested Agenda Items for the July 9th 2024 meeting

As per the Forward Calendar

115/24 To Confirm the next meeting

The next meeting will take place on July 9th 2024

With no further business to transact, the Chairman closed the meeting at 9.34pm.