

**MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7PM ON JULY 9TH 2024
AT COPYTHORNE PARISH HALL**

Members present: Cllr. Sylvia Wiggins; Cllr. Sherri Johnstone; Cllr. Raquelle Atherton;
Cllr. Richard Fowler

In attendance David Rigby, Clerk/RFO

Three members of the public were present

In the absence of Cllr. Chillcott (the Chairman) and Cllr. Rhodes (the Vice Chair), Cllr. Wiggins proposed that Cllr. Johnstone should chair the meeting, seconded by Cllr. Atherton, all members present in favour, carried.

AGENDA ITEMS

116/24 Apologies

Cllr. Graham Chillcott; Cllr. Jackie Rhodes; Cllr. Lady Kara Hawks

117/24 Declarations of Interest in items on the Agenda.

Cllr. Wiggins declared a non-pecuniary interest in Item 5 (re planning application 24/00507).

118/24 Public Session

A member of the public asked if there was any update on the planning appeal for planning application 23/00268. The Clerk advised that the Planning Inspectorate had yet to confirm a hearing date. As soon as details were received the Clerk would notify the member of the public. *(Note: subsequent to the meeting the Clerk has been advised that the planning appeal has been withdrawn by the applicant).*

119/24 To receive & approve a report relating to the adoption of the defibrillator at the Empress of Blandings (brought forward from Agenda item 9)

Following a presentation from Peter Burrows (who had led the fundraising for the defibrillator) the Clerk presented the above report (a copy of which is included in the supporting documents for this meeting on our website) **RESOLVED:** That the two recommendations contained in the report be approved.

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

ACTION – The Clerk to ensure that - when received- the £765 donation is noted as being an earmarked reserve specifically to maintain the now council owned defibrillator located at the Empress of Blandings.

120/24 County and District Councillors Reports

No County Councillor present or report received.

Dist. Cllr. Derek Tipp reported on the £100k grant provided by NFDC to the English Rural Housing Association in connection with the proposed Affordable Housing Development on Land to the East of New Inn Road. He confirmed that these funds had come from an allocation of funding provided to NFDC by Central Government and not from Council Tax Funds. He apologised that he hadn't informed the Parish Council of the awarding of the grant as soon as he became aware of it.

121/24 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

24/00507 – Copythorne Parish Hall, Pollards Moor Rd, Copythorne, SO40 2NZ – 1no. window; Solar panels
Parish Comment: 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal for details). Cllr. Atherton proposed, Cllr. Fowler seconded, all eligible to vote in favour.

24/00613 – Aspen Cottage, Southampton Road, Cadnam, SO40 2NG – Application for a Certificate of Lawful Development for continued use as garden and use of a building as ancillary to the dwelling (Use Class C3)

Parish Comment: - No comment

24/00643 – Roselands, The Lane, Cadnam, SO40 2 PQ – Application for 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

24/00708 – Woodington Feeds, Southampton Road, Cadnam, SO40 2NG - Determination under schedule 2, part 3 class G of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) as to whether Prior Approval is required for proposed change of use from commercial, business and service (Class E) to mixed use including up to two flats (Use Class C3)

Parish Comment:- Narrative comment re parking arrangements

24/00725 – Bramble Cottage, Chinham Road, Bartley, SO40 2LL – 1no. two storey extension; 1no. single storey extension; 1no. additional window; alter 1no. window (Application for a Non-Material Amendment to planning permission 21/00520)

Parish Comment: Narrative comment in support of request. Cllr. Atherton proposed, Cllr. Fowler seconded, all in favour.

24/00442 – Home Farm Cottage, Brickly Lake Lane, Ower, SO51 6GQ - Alterations to windows and doors; replace one large window for double doors (Application for Listed Building Consent)

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

NFDC Planning Applications

None

NFNPA & NFDC Tree Works Requests

24/00721 – Scout HQ, Romsey Road, Copythorne, SO40 2PB – Prune 1 x English Oak

24/00745 – Thaxted, Chinham Road, Bartley, SO40 2LF – Prune 1 x Golden Monterey Pine

Both “Leave Decision to Trees Officer”

122/24 Planning Decisions made since last Council meeting

NFNPA Planning Applications

24/00557 - Bramley Cottage, Chinham, Bartley, SO40 2LL – Raise objections

24/00386 - Land at 'Little Meadow', Newbridge Road, Newbridge, Cadnam, SO40 2NW – Grant

24/00520 - Poultry Houses, Grove Farm, Chinham Road, Bartley, Southampton, SO40 2LF – No objections

24/00498 - Green Acres, Chinham Road, Bartley, SO40 2LF – Withdrawn by applicant

24/00461 - Backways, Newbridge Road, Cadnam, SO40 2NX – Permitted development

24/00558 - Land at Paultons Park, Ower, Hampshire, SO51 6AL – Raise objections

24/00372 - Land Adjoining Sydney Cottage, Winsor Road, Winsor, SO40 2HP – Refuse

NFDC Planning Applications

None

NFNPA & NFDC Tree Works Requests

None

123/24 To Approve the Minutes and agreed actions of the Meeting of June 11th 2024

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

124/24 Matters arising from the Minutes of the previous meeting

108/24 The Clerk has undertaken the required actions.

110/24 The Clerk has undertaken the required action.

125/24 To receive and approve a report relating to the renovation of the bench at Splitwind Pond

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

RESOLVED: That the Parish Council continues to proceed with the renovation of the Splitwind Pond bench as outlined in the report

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

ACTION – The Clerk to progress the renovation as agreed.

126/24 a. To receive and agree the Bank Reconciliation for June 2024

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

Proposed Cllr. Fowler, Seconded Cllr Wiggins, 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 July 2024

The Payment Schedule comprising 10 payments for a total of £2,001.79, along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedule; and Electronic Payment instructions (EP21 to EP26) were signed by Cllr. Johnstone and Cllr. Wiggins after the meeting.

c. To receive and agree the Payments Schedule for August 2024

The Payment Schedule comprising 5 payments for a total of £1,106.56, along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedules; and Electronic Payment instruction (EP27) were signed by Cllr. Johnstone and Cllr. Wiggins after the meeting.

127/24 To receive and note Q1 2024/25 Budget Report

The Clerk (as RFO) read through his report (a copy of which is included in the supporting documents for this meeting on the Council's website). Report noted.

128/24 To receive & approve recommendation to appoint Tim Light as the Council's Internal Auditor for 2024/25.

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. Wiggins, seconded by Cllr. Atherton, all in favour.

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

129/24 Clerk to issue for approval suggested allocation of footpaths for councillors to inspect & report on by Aug 23rd 2024

The Clerk presented a copy of the proposed schedule of Footpath/Rights of Way inspections in the Parish (a copy of which is included in the supporting documents for this meeting on the Parish website. Members present confirmed that they were happy with the allocations.

ACTION – Clerk to issue members with individual copies of the inspection schedule & guidance for the task.

130/24 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). In addition, he reported that whilst he has received a copy of the NFDC report relating to a grant awarded to English Rural Housing Association in respect of the proposed Affordable Housing development on land to the east of New Inn Road he was still waiting for similar information from NFNPA relating to a similar grant made by them. The request had been acknowledged.

131/24 Chairman's Report

No report received.

132/24 Councillors Reports

Cllr. Johnstone reported that she would shortly be meeting with Cllr. Chillcott to begin the setting up of the Parish Design Statement Steering Group. In addition, she advised that "Plastic Free Copythorne" was close to receiving accreditation from the campaign organisers and that a "Plastic Free Amnesty" was being arranged and more details would follow. She concluded reminding members that the next Councillors "Drop in session" would be at the Community Café on July 20th (10am-12pm).

133/24 Suggested Agenda Items for the September 10th 2024 meeting

As per the Forward Calendar

134/24 To Confirm the next meeting

The next meeting will take place on September 10th 2024

With no further business to transact, the Chairman closed the meeting at 8.20pm.