

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7PM ON
DECEMBER 10TH 2024 AT COPYTHORNE PARISH HALL**

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

In attendance David Rigby, Clerk/RFO

Two members of the public were present.

AGENDA ITEMS**183/24 Apologies**

Cllr. Lady Kara Hawks

184/24 Declarations of Interest in items on the Agenda.

None

185/24 Public Session

A member of the public raised three points relating to flooding in the parish and another concerning remedial work required following the recent Southern Water activities around the Pollards Moor Road pumping station. They also made a comment about the proposed Parish Council budget for 2025/26.

186/24 County and District Councillors Reports

Dist. Cllr. Joe Reilly thanked residents who had responded to the NFDC Residents survey with over 900 responses received from across the District. He reminded residents to sign up for the weekly NFDC e-mail newsletter and that bin collections may be on different days to usual over the Christmas/new Year period. Finally, he mentioned that Christmas trees could be taken to Rumbridge Street car park, Totton for disposal.

187/24 Planning Applications; TPOs and Tree Works Requests**NFNPA Planning Applications**

24/01066 – Heatherdene, Barrow Hill Road, Copythorne, SO40 2PJ – Juliette balconies to front and rear elevations; vertical cedar boarding to upper elevations.

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

24/01248 – Dell Farm, Vicarage Lane, Copythorne, SO40 2PA – One and two storey extensions; roof alteration and extension to first floor; 2no. dormers; alterations to doors and windows

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

24/01249 – Dell Farm, Vicarage Lane, Copythorne, SO40 2PA – One and two storey extensions; roof alteration and extension to first floor; 2no. dormers; alterations to doors and windows (Application for Listed Building Consent)

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

24/01322 – Fairview Cottage, Southampton Road, Cadnam, SO40 2NF – Application for a Certificate of Lawful Development for proposed outbuilding; conversion of garage.

No Comment.

Signed by the Chairman:

Date:

24/01226 – Newlands Farm, Winsor Road, Winsor, SO40 2HE - Balcony

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

24/01318 – Riverside Yard, Rear of Golden Larch, Romsey Road, Ower, SO51 6AF - Application for a Certificate of Lawful Development for Existing hardstanding.

No Comment

24/01284 – Land to rear of Veritas Laboratory Services, Shepherds Road, Bartley, SO40 2LH – Single storey portakabin

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

NFDC

None

NFNPA Tree Works Requests

24/01352 CONS – Dinwoodie, Old Romsey Road, Cadnam, SO40- 2NP – Fell 4 x Conifer and Fell 1 x Yew

24/01359 CONS – Copythorne Parish Hall, Pollards Moor Road, Copythorne, SO40 2NZ – Prune 1 x Oak

Both “Leave Decision to Trees Officer” (responses sent prior to meeting due to deadline dates)

NFDC Tree Works Requests

None

188/24 Planning Decisions made since last Council meeting

NFNPA

24/01302 Paultons Park Ltd, Paultons Park, Ower, SO51 6AL – Raise no objection

24/00996 Tanzima House, Lyndhurst Road, Cadnam, SO40 2NR – Grant subject to conditions

24/00772 Tanglewood, Winsor Road, Winsor, SO40 2HJ – Discharge of condition allowed.

24/00910 The Acorns, Barrow Hill Road, Copythorne, SO40 2PH – Grant subject to conditions

NFDC

24/10602 Mobile Home, The Brickyard, Whinwhistle Road, East Wellow, SO51 6BN – Was not lawful

NFNPA Tree Works Requests

24/01352 CONS – Dinwoodie, Old Romsey Road, Cadnam, SO40 2NP – Raise no objections

NFDC Tree Works Requests

None

189/24 To Approve the Minutes and agreed actions of the Meeting of November 12th 2024

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

190/24 Matters arising from the Minutes of the previous meeting

173/24 The Clerk has instructed Infinity Playgrounds Ltd.

174/24 The Clerk has submitted an order to Bullfinch (Gas Equipment) Ltd.

175/24 The Clerk is awaiting confirmation of the seedlings required.

191/24 To receive & note an update on the Co-Option of a Councillor for the Copythorne North Ward vacancy

The Clerk presented a report (a copy of which is included in the supporting documents for this meeting on the Parish Council website) the contents of which were noted.

ACTION – Clerk to re-advertise the councillor vacancy.

Signed by the Chairman:

Date:

192/24 To receive and note an update on the Parish Design Statement

Cllr, Johnstone presented a report (a copy of which is included in the supporting documents for this meeting on the Parish Council website) the contents of which were noted.

193/24 a. To receive and agree the Bank Reconciliation for November 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. Fowler after the meeting

193/24 b. To receive and agree the Payments Schedule for December 2024

The Payment Schedule comprising 10 payments for a total of £1,616.21, along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedule; and Electronic Payment instructions (EP48 to EP51) were signed by Cllr.

Chillcott and Cllr. Fowler after the meeting.

194/24 To receive the RFO's estimate of year end spending against 2024/25 budget and approve a budget for 2025/26

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 £30,265 budget for 2025/26 (£1,406 – 4.9% increase on 2024/25).

RESOLVED: That the 2025/26 budget recommendation in the report be accepted.

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

195/24 To receive and approve the 2025/26 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 £28,365 from NFDC for 2025/26 be approved.

Proposed Cllr. Chillcott, Seconded Cllr. Rhodes, carried by majority. **APPROVED**

ACTION – Clerk to submit request to NFDC before January 15th 2025

196/24 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).

197/24 Chairman's Report

Cllr. Chillcott reported on the following:-

- Recent blocked drain investigations by HCC Highways in Pollards Moor Road and Chinham Road.
- Repair of a manhole cover in Winsor Road (near the school)
- Another accident at Bartley Crossroads on December 6th.
- Five flooding incidents in Cadnam & Winsor reported to him following heavy rainfall at end of November.
- That he has attended meetings of NFALC and the NFDC Community Forum in recent weeks.
- Update on matters relating to the Parish Hall, including the success of recent Table Top Sales raising funds for the hall; the installation of a side window in the small hall; upcoming Christmas Tree Fair on December 14th and the CATS pantomime.
- The "tankering operations" being conducted near the pumping station at Pollards Moor Road in support of a rising main sewer issue in Totton. These works are expected to be over by the end of this week and – as usual – the Parish Council will be in contact with both HCC Highways and Southern Water regarding verge repairs following conclusion of the work.

198/24 Councillors Reports

Cllr. Wiggins reported that work on the Parish Council's entry into the Parish Hall Christmas Tree competition was well underway.

Cllr. Rhodes reported that the Greening Copythorne group would also be entering a tree in the same event. She also reported that she had also attended the NFDC Community Forum which focused on helping towns and parishes within the District to help residents become more resilient to emergency events.

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

Cllr. Fowler reported that in a personal capacity he attended a recent event arranged by "Go New Forest" and that a update on their work might be a useful topic for the 2025 Annual Parish Meeting.

Cllr. Johnstone advised that she has had contact with more businesses interesting in the work of Plastics Free Copythorne ("PFC") and also that she was pleased to report that the New Forest Tea Company at Ower had received a "Silver Award" for their efforts to remove "single use plastics" from their business. She concluded by advising that the PFC Group would be meeting on December 11th 2024 to consider objectives for 2025.

199/24 Suggested Agenda Items for the January 14th 2025 meeting

As per the Forward Calendar

200/24 To Confirm the next meeting

The next meeting will take place on January 14th 2025.

201/24 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. Rhodes, all in favour), Cllr. Chillcott presented a report (Confidential item" – Staffing Matter – Ref PC/2024/GC1) which included four recommendations to Council from the Personnel & Governance Advisory Committee.

RESOLVED: That the four recommendations be accepted.

Proposed by Cllr. Chillcott, Seconded by Cllr. Johnstone, all in favour. **APPROVED**

ACTION – Clerk to action the approved recommendations.

With no further business to transact, the Chairman closed the meeting at 9.22pm.