

Item 12 – Clerk's Report

1. Councillor Vacancies update

The notice of vacancy for a councillor in each of the Copythorne South and Copythorne North Wards was posted on February 14th 2025. It was posted on our noticeboards; website; Facebook page; and March newsletter. The expiry date for applications is March 31st 2025. Any applications received will be considered at the April 8th 2025 Parish Council meeting.

2. NFNPA and NFDC “Local Plan” Reviews

As part of the process for the above, both NFNPA and NFDC (as the Local Planning Authorities for our part of the country) are holding a series of public information events. Parish Councillors either have or will be attending these.

3. Flooding Matters Updates

- a. Riparian Responsibility letters – Around 80 letters have been delivered to properties in four locations within the parish that are regularly impacted by flooding. These letters seek to make property owners aware of their responsibilities to maintain ditches/culverts on their property for the benefit of themselves and their neighbours. A few more letters will also be issued to owners of land along parts of two of the main rivers (Bartley Water and the Cadnam River) in the parish.
- b. Roadside drainage investigation work, Chinham Road area – HCC Highways have been chased for an update following the investigations that took place back in mid November 2024. Shortly after the visit we had been told that three blockages were found, it is suspected the cause is Utility damage, i.e., telegraph pole, water meters and a below ground telecom junction box.
- c. Roadside drainage investigate work, Shepherds Road – HCC Highways contractors visited on March 3rd and have identified a section of drain that has suffered tree root ingress. They also identified a “split tree” that needs felling to avoid it falling into Bartley Water. We await details of when these works will be done. In addition, a couple of smaller tasks will be undertaken by the Parish Lengthsman.
- d. Bridge/Culvert under Shepherds Road, near junction with Chinham Road – Contact has been made with HCC Highways; the Environment Agency; and Forestry England about whether work could be undertaken to improve the flow of water along Bartley Water at this point.

e. Advisory Committees

The following meetings have taken place since my last report to the February 2025 Council meeting:-

Media & Publicity AC	February 13 th 2025
Personnel & Governance AC	February 13 th 2025
Finance AC	February 24 th 2025

At the time of writing, I am aware of the following meetings scheduled (or likely to take place) in the next few months.

Flooding AC	March 25 th 2025
Finance AC	April 24 th 2025
Five Year Plan AC	April 24 th 2025
Personnel & Governance AC	May 29 th 2025

Agenda, meeting notes & papers for all Advisory Committee meetings can be found on the following page of our website (<https://www.copythorne.org.uk/committees/>) in accordance with the Terms of Reference for the Advisory Committee.

4. Councillor Drop In Sessions

The following session has been arranged:-

Saturday 15th March, from 2pm at Copythorne Community Café. Dates being arranged for April and May.

5. Matters reported to HCC/NFDC

Attached (as Appendix A) is a list of matters reported by the Clerk to HCC that remain outstanding. Also included are matters reported by councillors or residents who have then supplied the reference number to me.

David Rigby, Parish Clerk

March 5th 2025

APPENDIX A – Point 5 – Items reported to HCC/NFDC

ISSUES REPORTED TO HCC/NFDC FAULT REPORTING WEBPAGE - ONGOING ENQUIRIES ONLY - (updated 5/3/25)

DATE REPORTED	REF. NUMBER	BRIEF DESCRIPTION OF ISSUE RAISED	REPORTED BY	FIRST CHECK DUE	LAST CHECKED	LATEST COMMENTS
11/04/20	7061319	Query condition of New Inn Rd (direct to Highways)	David Rigby	27/04/20	05/03/25	Last quarterly survey advised no worked planned. The last survey was due to take place in January 2025. Details have been sought.
23/11/22	21631147	Drain blocked near The Wilderness, Winsor Rd	David Rigby	30/11/22	05/03/25	Works were undertaken in mid Jan 2025, results which won't be known until heavy rain happens are awaited with interest.
09/12/24	21774560	Catch pit gully problem, Southampton Road, Cadnam	David Rigby	16/12/24	05/03/25	10/12/24 – “No works required at this time” (To be monitored and photos sent if issues re-occur.

Number only = HCC

CS and Number = NFDC