



COPYTHORNE PARISH COUNCIL

A meeting of the Flooding Advisory Committee was held via Zoom Video Conference on Tuesday July 1st 2025 starting at 7pm.

Present: Cllrs. Sherri Johnstone (Chair); Graham Chillcott; Sylvia Wiggins.
Observer: Mr. David Rigby – Clerk
Public: One person

A G E N D A (with DRAFT notes of discussions)

1. **Election of a Chair**
Cllr. Johnstone proposed Cllr. Chillcott, seconded by Cllr. Wiggins – Carried.
2. **Public participation session (at the invitation of the Chair)**
A member of the public spoke about the “2005 NFDC Bartley Flood Relief Scheme Project Report” and advised that he would be submitting a question to the Clerk relating to it following this meeting.
3. **Apologies for absence.**
None received.
4. **Declarations of Interest.**
None.
5. **Review of notes of previous meeting (March 25th 2025) and any action points.**
All voting members present at the last meeting were happy that the notes of the meeting held on March 25th 2025 accurately reflected the discussions.
6. **Verbal report on working with New Forest Local Association of Councils (“NFALC”) & NFNPA North East Quadrant to build relationship with Forestry England on Flooding matters (GC)**
GC reported that on behalf of NFALC (a body formed by the Town and Parish Councils within the NFDC and/or NFNPA boundary) he had earlier this year approached the NFNPA Executive Director (Planning & Strategy) to seek his agreement for NFALC to take matters relating to NFALC as a whole, directly to the NPA. It emerged from the discussions that a second suggestion/approach might be for NFALC to take matters to the Chairs of the “Local Council Quadrants” (four bodies set up by the NFNPA to maintain informal dialogue with Town and Parish Councils).

Both these ideas were subsequently approved by NFALC (at one of its regular meetings). GC added that he believes both these new initiatives would help councils to gain access to the various government bodies and other organisations operating in the Forest.

As part of the exercise in exploring how these informal processes would work in practice, GC has been liaising with the Mary Davies (NE Quadrant Chair). Initial discussions with Mary have concentrated on enlisting her help in raising with both NFNPA and Forestry England the issue of flooding from the Cadnam River and Bartley Water.

GC closed by advising that he would continue to keep members of the Flooding Advisory Committee updated on developments.
7. **Review of ongoing work programme for the Flooding Advisory Committee**
The Chair went through the various elements of this item. The Clerk gave verbal updates which have been added in red to various issues on the report attached for this item. Other updates are also shown in red.

8. **Review of Flooding AC requested works programme for the Lengthsman for 2025/26**
Members reviewed and confirmed the list of tasks to be performed by the Lengthsman.
9. **Discussion of other matters relating to the Aims & Responsibilities of the Flooding AC**
None
10. **Agree date for next meeting**
Tuesday October 7th, 2025, 7pm via Zoom

Meeting Closed at 7.44pm

Copythorne Parish Council – Flooding AC Meeting – July 1st 2025

Item 1 – Election of a Chair

The Terms of Reference for the Flooding Advisory Committee state the following:-

The voting members of the Flooding Advisory Committee will elect a Chairman annually.

Voting members of the Flooding Advisory Committee are able to nominate themselves or another member for election to the role of Chair. Any nomination needs to be seconded.

Should there be more than one person nominated then a vote will take place in accordance with Standing Order 8:-

“Where more than two persons have been nominated for a position to be filled by the Council and none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. A tie in votes may be settled by the casting vote exercisable by the chair of the meeting.”

David Rigby, Clerk
June 24th 2025

Coppythorne Parish Council - Flooding AC Meeting – July 1st 2025

Item 5 – Review of notes of previous meeting (March 25th 2025)

A meeting of the Flooding Advisory Committee was held via Zoom Video Conference on Tuesday March 25th 2025 starting at 7pm.

Present: Cllrs. Sherri Johnstone (Chair) Graham Chillcott, Sylvia Wiggins.
Observer: Mr. David Rigby – Clerk
Public: One person

A G E N D A (with **DRAFT** notes of discussions)

- 1. Public participation session (at the invitation of the Chairman)**
A member of the public raised three points which the Clerk will provide them with responses for.
- 2. Apologies for absence.**
Cllr. Fowler had sent his apologies shortly before the meeting started. *(This was not seen until after the meeting had ended).*
- 3. Declarations of Interest.**
None.
- 4. Review of notes of previous meeting (January 7th 2025 and any action points).**
All voting members present at the last meeting were happy that the notes of the meeting held on January 7th 2025 accurately reflected the discussions.
- 5. Review of ongoing work programme for the Flooding Advisory Committee (to include a verbal update on recent HCC Highways activities related to drainage in Bartley).**
The Clerk went through the various elements of this item and gave verbal updates which have been added in red to various issues on the report attached for this item.
- 6. Review of Flooding Advisory Committee requested works programme for the Lengthsman.**
It was noted that the Lengthsman was being tasked to undertake some works in Shepherds Road. These are detailed in red on the report attached for this item.
- 7. Discussion of other matters relating to the Aims & Responsibilities of the Flooding Advisory Committee**
None.
- 8. Agree date for next meeting.**
Tuesday July 1st 2025, 7pm by Zoom

Meeting closed at 7.40pm

Copythorne Parish Council – Flooding AC Meeting – July 1st 2025

Item 7 - Review of ongoing work programme for Flooding AC

Action Number	Description	Task Owner	Start Date	End Date	Current Action	Notes
1	Prepare new Parish Flood Plan for 2026	Cllr. Wiggins (with Clerk as requested by SW)	Q4 2025	Q1 2026	Last reviewed at Oct 29 th 2024 meeting with a few small changes made.	Consider position of the Parish Flood Plan on the Flooding Page of the Council's website.
2	Preparation of Schedule of Works on Flood Mitigation by Lengthsman for 2025.	Clerk	Q2 2025		<i>Works listed in the report for Item 8 on July 1st 2025 were completed in 2024</i>	Lengthsman can be tasked to undertake other works within the HCC Lengthsman Scheme remit.
3	Monitor works being undertaken by Authorities in Inspecting Main Rivers and Critical Watercourses	Clerk	July 2023	Tba	Clerk to continue to contact Environment Agency & Highways England to obtain details of their inspection regimes and report to Council	10/24 – EA assets last checked April 3 rd 2024. National Highways route inspectors check their drainage assets on a weekly basis (confirmed on October 14 th 2024)
4	Continue to work with HCC Highways regarding 2021 flooding issues in The Parade, Southampton Road area	Cllr. Chillcott to lead	Sep '21	Tba	Requests made of HCC Highways to deal with issues reported in respect of certain Highways assets.	Items listed on Clerks database. No issues at this location for some time. (k.i.v – The issue of connection of roadside drain to field ditch on other side of road still not resolved by HCC)
5	Respond to new Flooding issues in Parish as they arise.	All	July 2023	Tba	Watching brief	

6	Specific Drainage Issues	All	Jan' '21	Tba	Clerk to continue to monitor live events and report to Council	a. Barrow Hill Road, surface water flooding and drainage issues. RR letters sent out by HCC on 9/2/21. GC has spoken to Historic England re Barrows in paddock. Ditches & culvert cleared April 2024 1/25– Stay on list for now b. Pollards Moor Road condition of verges to be resolved when Southern Water complete repairs to rising main. 3/25 Verge repairs likely to be needed following new tankering works. 6/25 No works required 7/25 Closed - Remove item. c. Kewlake Lane into Cadnam Lane 5/24 - Works undertaken by HCC to jet drain which flows into ditch then field. Watching brief. d. Chinham Rd/Riverside Close/Old Romsey Rd 3/25 – EA/HCC funded “Property Flood Resilience” support. 6/25 - EA advise works started in May 2025
7	Winter 2023/24 Property Flooding Known/Reported to Parish Council	All members	Feb 2024		Ongoing - Appendix of locations known to be affected attached.	See Appendix attached below
8	Autumn 2024 Property Flooding Known/Reported to Parish Council	All members	Sep 2024		Ongoing – Appendix of locations known to be affected	See Appendix attached below
9	Winter 2024/25 Property Flooding Known/Reported to Parish Council	All members	Jan 2025		Ongoing work – List of locations known to be affected attached as an appendix	See Appendix attached below

Last Updated – Clerk – **July 1st 2025**

Appendix for Action 7 to Item 7 - Property Flooding Known/Reported to Parish Council – Winter 2023/24

Location	Issue	Actions/Possible Solution	Note
3 houses at school end of Winsor Road	Surface water and Sewage	Under investigation by Southern Water	Work undertaken by SW to alter pipe network would appear to have resolved issue. Nothing newly reported 10/24 – Item Closed
3 houses at Compass Inn end of Winsor Road	Surface water and Sewage	Investigation by Southern Water	Work undertaken by residents to own drains has improved the issues. Nothing newly reported. 7/24 – Item Closed
2 houses Old Romsey Road	Fluvial Flooding	Speak to EA	Drains and river issues discussed with EA on June 27 th 2024. 3/25 Discussions commenced with EA re use of Natural Flood Risk Management for Cadnam River. 7/25 – Discussions are ongoing.
1 house Chinham Road	Surface water /fluvial flooding	Known from previous events	No info received. Netley Marsh PC advise no reports made to them. 7/24 – Item Closed.
4 rear gardens Riverside Close	Fluvial Flooding	EA survey of 2 houses as part of HCC/EA Hampshire PFR project. Agreements signed, work expected May 2025	3/25 – See point 6d of Item 7 above
4 front gardens Riverside Close	Surface water/possible highway drains	HCC have been contacted	1/25 - HCC Highways will clean gullies yearly
1 house Romsey Road	Surface water/highways drains	Problem with drains – HCC Highway investigation ongoing.	Ongoing issue from winter 2023/24 flooding. Resident remains in direct contact with HCC. Moved to Winter 2024/25 list
1 house Barrow Hill Road	Reported as ditch issue, surface water flooding	Landowner has been asked to clear ditch & pipe under field entrance	Landlord undertook work . Item closed 7/24

Last Updated – Clerk – July 1st 2025

Appendix for Action 8 to Item 7 - Property Flooding Known/Reported to Parish Council – Autumn 2024

Location	Issue	Actions/Possible Solution	Note
Shepherds Road, Bartley (opposite side of the road near Shepherds Close).	Standing water across the width of the road on October 8th not entering into the HCC drainage system	Water had dissipated later the same evening.	It is believed that HCC will be undertaking drain cleansing work within Shepherds Road as they have included this road within a public notice of future road closures. Moved to Winter 2024/25 list
Culvert under the road east of the SW Pumping Station in Barrow Hill Road	Vegetation is being caught up on cable duct/pipes running across the stream causing water to back up in the ditch on the southern side of Barrow Hill Road. Local resident also concerned about a perceived increase in the lean of the white railings.	Having previously tried to contact the owner of the land to the northern side of the road at his point without success, the Clerk is working to identify and contact owners of the various services pipes and duct. Also to discuss with HCC FWM Team who can do work if landowner cannot be traced.	Once ownership of the pipes is confirmed the relevant utilities will be contacted to see what help they can offer. HCC will also be asked for guidance on whether the Lengthsman is allowed to work on privately owned land. 3/25 – Debris continues to be cleared, railings repaired. 7/25 - Work to identify pipe ownership still ongoing.
Riverside Close, Bartley	Surface water not draining away due to blockage within drainage system		1/25 – Issue didn't arise during last heavy rainfall weekend of Jan 4/5 2025. Continue to monitor. 6/25 – Appears fixed
Winsor Road, between school and Pollards Moor Road	Long standing issue with drainage network in this location which returns after heavy rainfall	Working with HCC and the school to ensure a long term solution is found. CCTV and radar Investigation work has been carried out.	1/25 – HCC Highways works now completed. No heavy rainfall since to "test" repairs" Continue to monitor.
Winsor Road (not a flooding issue)	Recent fracture to Rising Main.	Southern Water swiftly repaired the fracture	It is understood that Southern Water have no plans to undertake any significant repairs to this part of their sewer infrastructure 7/25 - Removed

Flooding in Chinham Road/ Beechwood Road	Surface water unable to be contained within the drainage system after heavy rainfall.	HCC Highways undertook drain cleansing and asset inspection in November 2024.	HCC Highways will undertaker gully cleaning on a annual basis. Monitor gullies after rainfall and report as soon as issues appear. 12/24 – The November 2024 inspection of part of Chinham Road highlighted a number of issues that HCC Highways need to discuss with other bodies. 3/25 – HCC Highways have undertaken further investigations and some works. A number of catch pit gullies/weir kerbs discovered on the northern side of Chinham Road to west of “poultry houses”. It is possible that a new drainage line may be installed. 5/25 – New drainage line installed under road surface near junction with Shepherds Road. Further works possible.
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Last Updated – Clerk – July 1st 2025

Appendix for Action 9 to Item 7 - Property Flooding Known/Reported to Parish Council – Winter 2024/25

Location	Issue	Actions/Possible Solution	Note
1 house Romsey Road	Surface water/highways drains	Problem with drains resulting in regular property flooding – HCC Highway investigation ongoing. Resident remains in direct contact with HCC.	Moved from Winter 2023/24 list. 3/25 – HCC Highways continue to survey and clean their drainage assets to try and establish what issues remain exactly what sections of drainage have been surveyed and the findings. RR letters issued to all properties along Romsey Road below Splitwind Pond. 5/25 – Further surveying has identified defects to HCC drainage that need repairing. Date for work awaited.
Shepherds Road, Bartley (opposite side of the road near Shepherds Close).	Standing water across the width of the road on Jan 5 th 2025 (and previously on Oct 8th 2024) not entering into the HCC drainage system	Following end of rainfall, the water had dissipated by the evening on both occasions.	3/25 - HCC Highways recently carried out investigations and will be arranging further works as a result. A new pipe from southern side of Shepherds Road to northern side to take water under road and into existing pipe into Bartley Water is likely to be installed. Grips cut into ditch and Lengthsman to clear ditch and clear access to a gully pipe. 5/25 – New pipe detailed above has been installed.
Shepherds Close	Issues with flow of water through private drain	Clerk – To send RR Letters to relevant properties.	3/25 - RR letters issued as requested.

Bridge/Culvert under Shepherds Road (near junction with Chinham Road)	Width of culvert pipes restrict flow of water which leads to water overflowing into Shepherds Road and Chinham Road	Bridge/culvert is the responsibility of HCC Highways. Clerk to discuss with EA and HCC the possible impact of a fully open gap under the bridge.	3/25 – Four way discussions with HCC Highways/Environment Agency/Forestry England/Clerk regarding the culvert/bridge continuing. Also discussions commenced with EA re use of Natural Flood Risk Management (“NFM”) for Bartley Water. 5/25 – EA advised that changes to the bridge would be an HCC decision but EA would need to approve. Unlikely to be beneficial and may impact further down. Not to be progressed. 7/25 Discussions re NFM continue.
Chinham Road (properties adjoining Bartley Water)	Overhanging trees and possibly other objects in the channel impacting flow	Clerk – To discuss impact of a known issue with EA. Clerk – To send RR Letters to all relevant properties.	3/25 – Tree cut. RR letters issued and a few more to follow to owners of adjoining land. 3/25 – HCC Highways have undertaken further investigations and some works. A number of catch pit gullies/weir kerbs discovered on the northern side of Chinham Road to west of “poultry houses”. It is possible that a new drainage line may need to be installed. 5/25 – New pipe detailed above has been installed.

Pollards Moor Road (at pumping station end)	Following rainfall footpath often remain flooded which impacts on pedestrians.	Contact HCC once again to discuss background to this issue and possible options for resolution.	Water from land (in private ownership) beyond footpath may well be at least part of the issue. 3/25 – HCC Highways chasing landowners. Further update promised by HCC. 7/25 -HCC Highways continue to be chased.
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Last Updated – Clerk – July 1st 2025

Copythorne Parish Council – Flooding AC Meeting – July 1st 2025

Item 8 – Review of Flooding Advisory Committee requested works programme for the Lengthsman for 2025/26

Task Ref:	Action	Start Date	1 st Milestone	2 nd Milestone	Planned Finish	Actual Finish	Comments
1	Cut back vegetation around the white railings as required. Consider any repainting required (17 sets in 11 locations).	Q3 2025			End Oct 2025		Part of rolling programme of maintenance.
2	Lengthsman to walk all the Main Watercourses and ditches along roads liable to surface water flooding in the Parish and clear or report to Clerk any obstructions found	Q3 2025			End Oct 2025		Checks in previous years for example have included Pound Lane, Barrow Hill Road, Shepherds Road, Brockishill Rd, Beechwood Rd and Bartley Green.
3	Kewlake Lane - Lengthsman to ensure that pipes from “pond” to ditch on opposite side of road and from roadside ditch to field are clear, To include check of ditches in Cadnam Lane and Old Romsey Road in future	Q3 2025			End Oct 2025		(Note:- Clerk now checking minimum once a month when undertaking other parish tasks).
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Last Updated – Clerk – July 1st 2025