

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7PM ON
FEBRUARY 10TH 2026 AT COPYTHORNE PARISH HALL**

Members present: Cllr. Sherri Johnstone; Cllr. Jackie Rhodes; Cllr. Sylvia Wiggins;
Cllr. Ria Parry-Norton; Cllr. Graham Chillcott;

In attendance David Rigby, Clerk/RFO

Nine members of the public were present.

AGENDA ITEMS

18/26 Apologies

Cllr. Graham Caton.

19/26 Declarations of Interest in items on the Agenda

None.

20/26 Public Session

A member of the public asked how they could see a copy of the Council's 2025/26 budget monitoring report. The Clerk advised that it could be found in the "Meetings section" of the Council's website.

A second member of the public raised four questions, one concerning the non-delivery of waste sacks by NFDC; one related to the Bartley defibrillator cabinet; a third relating to the "commencement of development" at the New Inn Road residential development site; and a fourth regarding a request submitted for information relating to a recent meeting of the Council's Flooding Advisory Committee. The four questions were noted.

21/26 County and District Councillors Reports

No County Councillor present or report received.

Dist. Cllr. Joe Reilly reported that NFDC had awarded 38 organisations a total of £255k in grants from the Community Grants fund. A further £44k has also been given to support existing community transport schemes. He advised that Forestry England would start charging for parking in all of their New Forest car parks from April. Prices have yet to be announced but a leaflet drop to all New Forest residents is planned by Forestry England. South Western Railways have now started to charge for parking in their car park at Ashurst Railway Station. Finally, he spoke about conversations that he and Dist. Cllr. Derek Tipp had been having with the NFDC team responsible for waste sack delivery about the lack of deliveries in Copythorne Parish.

22/26 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

25/01499/DOC – Le Cheval, Pollards Moor Road, Copythorne, SO40 2NZ – Application to discharge conditions 3 and 8 of planning permission 24/01399 to replace the accumulation of old buildings and container units with four new, low maintenance secure agricultural barn units to be used for animal feed and equipment storage only.

No Comment.

Signed by the Chairman:

Date:

25/01499/FULL – Riverside Yard, Romsey Road, Ower, SO51 6AF – Change of use of the site for storage.

Parish Comment:- 1 – We recommend PERMISSION for the reasons listed below but would accept the decision reached by the NPAs Officers under their delegated powers (see NFNPA Planning Portal for details) Cllr. Wiggins proposed, Cllr. Parry-Norton seconded, all in favour.

26/00011/DOC – Providence House, Copythorne Crescent, Copythorne, SO40 2PE - Application for discharge of condition 3 of planning permission 25/00053FULL for single -storey extension; 1no. window; demolition of existing extension and conservatory; 1no. garage window.

No Comment.

25/01363/FULL - Tatchbury Manor Farm, Tatchbury Lane, Winsor, SO40 2HA - Extension of hardstanding; formation of a bund.

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

25/01478/PAHR - New Forest National Park - Application for Approval pursuant to Regulations 75 - 78 of the Conservation of Habitats and Species Regulations 2017 (as amended) for proposed temporary use of land for proposed telecommunication infrastructure works within the New Forest National Park.

Parish Comment: Narrative comment (see NFNPA Planning Portal). Cllr Chillcott proposed, Cllr. Parry-Norton seconded, all in favour.

25/01420/FULL - Minstead Cottage, Romsey Road, Cadnam, SO40 2NY - Single-storey rear extension; porch; demolition of conservatory.

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

26/00068/DOC – Cadnam Garage, Southampton Road, Cadnam, SO40 2NB – Not discussed as already decided (see Item 23/26 below).

NFDC Planning Applications

None.

NFNPA Tree Works Requests

26/00030/CONS - Cadenham Farm, Cadnam Lane, Cadnam, SO40 2NU - Pollard group of 3 x Sycamore trees (G1 on map). Prune group of Conifer trees (G2 on map).

26/00045/CONS – Bernards Copse within Moulands Farm, Winsor Road, Winsor, SO40 2HN - Woodland Manage Bernards Copse over a 5 year management plan.

“Leave decision to Trees Officer” (responses sent for both the above prior to meeting due to deadline date).

NFDC Tree Works Requests

None.

23/26 Planning Decisions made since last Council meeting

NFNPA Planning Applications

26/00068 - Cadnam Garage, Southampton Road, Cadnam, SO40 2NB – Allowed.

25/01332 - Paultons Park Ltd, Paultons Park, Ower, SO51 6AL – Scoping Opinion Issued.

25/01169 - Tintagel, Newbridge Road, Cadnam, SO40 2NX – Permitted development.

NFDC Planning Applications - None.

NFNPA Tree Works Requests

25/01473 - Harvest Moon, WINSOR ROAD, Winsor, SOUTHAMPTON, SO40 2HE – Grant (TP).

25/01503 - The Lodge, Cadnam Lane, Cadnam, SO40 2NS - Raise no objections.

26/00030 – Cadenham Lodge, Cadnam Lane, Cadnam, SO40 2NU – Raise no objections.

NFDC Tree Works Requests - None.

24/26 To Approve the Minutes and agreed actions of the Meeting of January 13th 2026

Proposed Cllr. Wiggins, Seconded Cllr. Parry-Norton, all in favour.

25/26 Matters arising from the Minutes of the previous meeting

None.

26/26 To receive and approve a report on initial planning for the 2026 Annual Parish Meeting and Parish Award

The Clerk 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 report be approved.

Proposed Cllr. Chillcott, Seconded Cllr. Parry- Norton, all in favour **APPROVED.**

ACTION – Clerk to progress arrangements for both the Annual Parish Meeting and the 2026 Parish Award.

27/26 To receive and note a report on Parish Footpath Inspections – July-Sept 2025

The Clerk 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 report be noted.

ACTION – Clerk to arrange for the report to be added to the Council's website.

28/26 a. To receive and agree the Bank Reconciliation for January 2026

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

Proposed Cllr. Chillcott, Seconded Cllr. Parry- Norton, all in favour. **APPROVED**

By rotation, the Bank Reconciliation was signed by Cllr. Parry-Norton after the meeting.

29/26 b. To receive and agree the Payments Schedule for February 2026

The Payment Schedule comprising 9 payments for a total of £1992.19 along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedule; and Electronic Payment instructions (EP62 to EP66) were signed by Cllr. Johnstone and Cllr. Rhodes after the meeting.

30/26 To receive and approve the Interim Internal Audit Report for period April 1st 2025 to December 31st 2025

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

RESOLVED – That the internal auditors report, subject to “*We have noted all staff and Councillors are using the correct email extension of org.uk to ensure compliance with the requirements of the new Assertion 10.*”, on page two of the report, being changed to “*We have noted the Parish Clerk is using an org.uk email extension, which is also available to all Councillors, although not all of them use this extension at present.*”

The Clerk/RFO and the Internal Auditor were also thanked for their work on the interim audit.

Proposed Cllr. Rhodes, seconded Cllr. Chillcott, all in favour, approved

ACTION – The Clerk/RFO to ask the Internal Auditor to amend his report as above.

- 31/26 To receive and note reports of any Advisory Committee meetings published since the last Council meeting**
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). Members noted reports from the following meetings.

Five Year Plan Advisory Committee	December 4 th 2025
Flooding Advisory Committee	January 20 th 2026
Personnel & Governance Advisory Committee	January 22 nd 2026

- 32/26 To ratify the Parish Council's responses to the MHCLG Local Government Re-organisation Consultation**
The Clerk presented the above report (a copy of which is included in the supporting documents for this meeting on the Council's website) and asked members to ratify the contents.
Proposed Cllr. Parry-Norton, seconded Cllr. Rhodes, all in favour, **RATIFIED.**

- 33/26 To receive and approve a review of the Council's existing "Publication Scheme" & "Document Retention Policy"**
The Clerk presented the above report (a copy of which is included in the supporting documents for this meeting on the Council's website) and asked members to approve the two revised documents.
Proposed Cllr. Chillcott, seconded Cllr. Wiggins, all in favour, **APPROVED.**
ACTION – Clerk to arrange for the two revised documents to be added to the Council's website.

- 34/26 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) He also reported that as there had been no call for an election in respect of the current vacancy in the role of Councillor for the Copythorne South Ward that the Council would now need to fill the vacancy by Co-Option. Notices would be placed on the Council noticeboards and website seeking applications with an initial closing date of March 31st 2026 and hopefully co-option at the April 14th 2026 Council meeting.

- 35/26 Chairman's Report**
Cllr. Johnstone reported that she had attended the:-
- NFNP NE Quadrant meeting on January 15th 2026.
 - NFNP Volunteer Fair in Brockenhurst on January 25th 2026.
 - HALC County Forum in Winchester (focused on Community Resilience & Local Government Re-Organisation) on January 9th 2026.
 - Totton Town Centre Regeneration Drop-In session on January 30th 2026.
 - First of the NFND Local Plan Review Public Sessions at Calmore Community Centre today.

She was reported that Plastic Free Copythorne was investigating a Scout badge linked to minimising single use plastics and that the January Councillor Drop-In Session including PCSO Richard Williams offering advice on how to avoid some common "scams".

- 36/26 Councillors Reports**
Cllr. Chillcott reported that he had attended:-
- Alongside Cllrs Johnstone and Wiggins the NFNP NE Quadrant meeting on January 15th 2026.
 - The Copythorne Parish Hall Committee meeting on February 3rd.
 - attended a meeting with representatives of Netley Marsh Parish Council and Totton & Eling Town Council about local transport provision.

He also reported that:

- Work was to be undertaken on repairing the Winsor Road Red telephone box door.
- That he had been working with Cllr. Johnstone to produce a survey on a possible “health bus” for the Parish.
- Efforts to engage with other bodies regarding ditching; flooding; and Natural methods of flood management were continuing.
- Some progress appears to be happening regarding clearance of fly-tipping on the A36 and A336.

Cllr. Rhodes reported that members of Greening Copythorne had been successful in removing some of the vegetation in Splitwind Pond. She also reported on an event she attended at Testwood Lakes regarding the wildlife benefits of “wildling” parts of garden and other green spaces.

Cllr. Wiggins reported on drainage issues that had arisen in New Inn Road/Oakfield Road since “preparatory” work had commenced on the new housing development.

37/26 Suggested Agenda Items for the March 10th 2026 meeting

As per the Forward Calendar presented to the meeting along with a report on “phone box repairs”.

38/26 To Confirm the next meeting

The next meeting will take place on March 10th 2026.

With no further business to transact, the Chair closed the meeting at 8.51pm.

Signed by the Chairman:

Date: