

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7PM ON MARCH 10<sup>TH</sup> 2026 AT COPYTHORNE PARISH HALL**

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

In attendance David Rigby, Clerk/RFO

Six members of the public were present.

**AGENDA ITEMS**

**39/26 Apologies**

Cllr. Graham Chillcott

**40/26 Declarations of Interest in items on the Agenda**

None.

**41/26 Public Session**

A member of the public thanked the Parish Council for delivering NFDC rubbish sacks to her house.

A second member of the public asked about the survey for the possible Community Bus Service currently being undertaken and also about rumours he had heard about re-development of a site in the Parish of Netley Marsh. These two points were noted.

A third member of the public asked about the availability of Council responses to questions raised in the Public Session. This question was noted. They also asked who to report the state of the surface of their road to and was advised that this was HCC Highways.

A fourth member of the public raised five questions, one concerning an update on the non-delivery of waste sacks by NFDC; a second related to an HCC Feasibility study on the Haywain crossroads. A third relating to the Documents Protocol for Parish Council meetings; a fourth relating to the removal of the Bartley defibrillator cabinet from Fourways stores; and a fifth regarding the preparation of notes/minutes of meetings. These questions were all noted.

**42/26 County and District Councillors Reports**

No County Councillor present or report received.

Dist. Cllr. Derek Tipp reported that he was continuing to try to get NFDC rubbish sacks delivered to residents of the Parish and that NFDC have provided a supply to the Clerk to the Council (who advised that some of these had already been distributed to residents of two roads that had directly reported non receipt of sacks, with others to be given to councillors for them to distribute).

Dist. Cllr. Tipp also advised that NFDC had agreed a 2.99% increase in Council Tax for 2026/27 and that HCC had agreed a 5% increase. He then moved on to the NFDC Local Plan Review and reminded those present that they have until March 20<sup>th</sup> to comment on the current "Regulation 18" document. He concluded by saying that Local Government Reorganisation for Hampshire is continuing with an update due from Central Government shortly.

Signed by the Chairman: .....

Date: .....

#### **43/26 Planning Applications; TPOs and Tree Works Requests**

##### **NFNPA Planning Applications**

26/00110/PATC – New Forest National Park – Application under part 16 of the Town & Country Planning (General Permitted Development) Order in respect of proposed telecommunication infrastructure works within the New Forest National Park.

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. Rhodes proposed, Cllr. Caton, all in favour.

26/00024/ADV – The Vine Inn, Romsey Road, Ower, SO51 6AE – Alterations to fascia and projecting signs (Application for Advertisement Consent).

Parish Comment:- 2 – We recommend REFUSAL 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. Caton proposed, Cllr. Parry-Norton seconded, carried by a majority.

##### **NFDC Planning Applications**

None.

##### **NFNPA Tree Works Requests**

26/00101/TPO - 14, Abbotsford, Bartley, SO40 2LU - Prune 1 x Oak tree (T1 on the plan) (Tree is part of G1 of TPO/0006/25).

26/00133/CONS – Chingham House, Chingham Road, Bartley, SO40 2LF - Fell 1 x Whitebeam tree; Pollard 1 x Lime tree; Prune 1 x Maple tree.

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

26/00195/TPO - Whitemoor Pines, Whitemoor Lane, Winsor, SO40 2HD - Fell 1 x Oak tree (T1 on the plan) (Part of G3 of TPO 68/05) Prune 1 x Oak tree (T2 on the plan) (T2 of TPO 68/05).

26/00222/CONS - Beechwood Lodge, Beechwood Road, Bartley, SO40 2LP - Fell 1 x Beech tree (*Fagus sylvatica*) (T1 on the plan).

26/00227/TPO - Aden Cottage, New Inn Road, Bartley, SO40 2LR - Prune 2 x Oak trees (T1 & T2 on the plan) (Trees are part of G1 of TPO/0006/25).

"Leave decision to Trees Officer" response sent for all three of the above.

##### **NFDC Tree Works Requests**

None.

#### **44/26 Planning Decisions made since last Council meeting**

##### **NFNPA Planning Applications**

25/00856 - Saunders Motor Works, Southampton Road, Cadnam, SO40 2NB- Approve conditionally.

25/01486 - Le Cheval, Pollards Moor Road, Copythorne, SO40 2NZ – Allowed.

25/01327 - Moorview Cottage, Winsor Road, Winsor, Southampton SO40 2HP – Refuse.

26/00011 - Providence House, Copythorne Crescent, Copythorne, SO40 2PE – Allowed.

25/01158 - Land East Of, New Inn Road, Bartley, SO40 2LR – Allowed.

25/01363 - Tatchbury Manor Farm, Tatchbury Lane Winsor, SO40 2HA – Grant subject to conditions.

Signed by the Chairman: .....

Date: .....

**NFDC Planning Applications**

None.

**NFNPA Tree Works Requests**

- 26/00043      Bernards Copse within Moulands Farm, Winsor Road, SO40 2HN - Raise no Objections.  
26/00101      14, Abbotsford, Bartley, SOUTHAMPTON, SO40 2LU- Grant – TP.  
26/00133      Chinham House, Chinham Road, Bartley, SO40 2LF - Raise no Objections.

**NFDC Tree Works Requests**

None.

**45/26 To Approve the Minutes and agreed actions of the Meeting of February 10<sup>th</sup> 2026**

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

**46/26 Matters arising from the Minutes of the previous meeting**

- 26/26    The Clerk is undertaking the required actions.  
27/26    The Clerk has undertaken the required action.  
30/26    The Clerk has undertaken the required action.  
33/26    The Clerk has undertaken the required action.

**47/26 To receive and approve an application for a Memorial Bench**

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:**

- 1) That the application be approved. Proposed Cllr. Wiggins, Seconded Cllr. Parry- Norton, all in favour.
- 2) That the "Deer and Stag" bench be approved. Proposed Cllr. Wiggins, Seconded Cllr. Caton, all in favour.

**ACTION – Clerk to progress arrangements for receipt of the donation; ordering and installation of bench.**

**48/26 To receive and approve a report for the switch of the Council website and email addresses to "gov.uk".**

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 and cost of £145 be approved. Proposed Cllr. Rhodes, Seconded Cllr. Parry- Norton, all in favour. **APPROVED.**

**ACTION – Clerk to arrange for the actions in the report to be completed.**

**49/26 To receive and approve a report on funding support for the CPRE Hampshire Hedge Project**

Cllr. Rhodes 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 £250 donation suggested in the report be approved.

Proposed Cllr. Rhodes, Seconded Cllr. Caton, all in favour. **Approved.**

**ACTION – Clerk to arrange for payment of the donation be made.**

**50/26 To receive and approve a report on repairs to the Council's Red Phone Box in Winsor Road.**

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 option 1 to repair the door at a cost of £350 be approved. Proposed Cllr. Wiggins, Seconded Cllr. Rhodes, all in favour. **APPROVED.**

**ACTION – Clerk to arrange for the actions in the report to be completed.**

**51/26 To receive and approve a report on the relocation of the “Bartley” Defibrillator.**

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:** Recommendation to relocate the defibrillator to the New Inn Road red telephone box at a cost of £593.80. Proposed Cllr. Wiggins, Seconded Cllr. Parry-Norton, all in favour. **APPROVED**

**ACTION – Clerk to arrange for the actions in the report to be completed.**

**52/26 To consider and agree a response to the NFDC Local Plan Review Section 18 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). Council responses to consultation questions 4, 11, 22, 24, 39 & 51 were specifically discussed.

**RESOLVED:** That the five actions in the report be agreed. Proposed Cllr. Parry-Norton, Seconded Cllr. Wiggins, all in favour. **APPROVED.**

**ACTION – Clerk to arrange for the actions in the report to be completed.**

**53/26 a. To receive and agree the Bank Reconciliation for February 2026**

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

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

By rotation, the Bank Reconciliation was signed by Cllr. Caton after the meeting.

**b. To receive and agree the Payments Schedule for March 2026**

The Payment Schedule comprising 8 payments for a total of £1812.39 along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedule; and Electronic Payment instructions (EP67 to EP70) were signed by Cllr. Johnstone and Cllr. Parry-Norton after the meeting.

**54/26 To receive and approve the Council Asset Register as at February 28<sup>th</sup> 2026**

The Clerk 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 Register be approved. Proposed Cllr. Rhodes, seconded Cllr. Caton, all in favour, **APPROVED.**

**55/26 To receive and approve a report on transfers from the 2024/25 budget to reserves**

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. Caton, Seconded Cllr. Rhodes, all in favour.

**ACTION – Approved transfer totalling £3,770 to be undertaken in accordance with the recommendation.**

**56/26 To receive and approve a Council IT 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).

**RESOLVED:** That Council approves the attached IT Policy to replace the existing Computer Misuse Policy and set a review date of March 2028. Proposed Cllr. Wiggins, Seconded Cllr. Parry-Norton, all in favour.

**APPROVED.**

**ACTION – The Clerk to update the Policies section of the Council’s website with the above changes.**

**57/26 To receive and note reports of any Advisory Committee meetings published since the last Council meeting**

The Clerk presented the above report (a copy of which is included in the supporting documents for this meeting on the Council’s website). Members noted a report from the Finance Advisory Committee meeting on February 19<sup>th</sup> 2026.

**58/26 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).

**59/26 Chairman's Report**

Cllr. Johnstone reported that she had attended the following:-

- NFDC Online Local Plan Review update meeting on February 26<sup>th</sup> 2026 along with Cllrs Rhodes & Caton.
- Councillor "Drop in" Session on March 4<sup>th</sup> 2026.

**60/26 Councillors Reports**

Cllr. Wiggins reported that she had attended the following:-

- Parish Hall AGM and monthly meeting on March 3rd 2026.
- New Forest Consultative Panel quarterly meeting on March 4<sup>th</sup> 2026.

Cllr. Parry-Norton advised that residents had thanked her for reporting potholes in the Kewlake Lane/Cadnam Lane area that had recently been repaired.

**61/26 Suggested Agenda Items for the April 14<sup>th</sup> 2026 meeting**

As per the Forward Calendar presented to the meeting along with an updating report on the Annual Parish Meeting scheduled for Friday May 29<sup>th</sup> 2026.

**62/26 To Confirm the next meeting**

The next meeting will take place on April 14<sup>th</sup> 2026.

**With no further business to transact, the Chair closed the meeting at 8.39pm.**