

**MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7PM ON APRIL 14TH 2026
AT COPYTHORNE PARISH HALL**

Members present: Cllr. Sherri Johnstone; Cllr. Graham Chillcott; Cllr. Ria Parry-Norton;
Cllr. Graham Caton

In attendance David Rigby, Clerk/RFO

Six members of the public were present.

AGENDA ITEMS

63/26 Apologies

Cllr. Sylvia Wiggins and Cllr. Jackie Rhodes

64/26 Declarations of Interest in items on the Agenda

None.

65/26 Public Session

A member of the public asked a question about a previous Council response to a question raised by them in the Public Session. This question was noted.

A second member of the public raised five questions. Two related to Council administration; one (in two parts) relating to the New Inn Road housing development; another related to the 2024 report on Footpath inspections; and a final one related to the playground at the Parish Hall. These questions were all noted.

A third member of the public echoed concerns raised by the second relating to the housing development.

66/26 County and District Councillors Reports

No County Councillor present or report received.

Dist. Cllr. Derek Tipp reported on the discussions at the NFDC Council meeting on April 13th 2026 related to Local Government Re-Organisation and local residents concerns about the proposed splitting of the NFDC area between two of the proposed new unitary authorities.

He reported that the NFDC Local Plan Review was continuing to move forward, with further consultation due later this year.

Those present were reminded by Cllr. Tipp that NFDC has an Economic Development Team to support local businesses. Linked to this was a recent New Forest Food and Drink Awards event that he attended and ongoing work by the Totton Partnership on possible plans for the redevelopment of the centre of Totton.

67/26 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

26/00207/FULL – Land adjacent to the White Hart Inn, Old Romsey Road, Cadnam, SO40 2NP – Change of use to overflow car park between Wednesday 11am and Sunday 11pm.

Parish Comment:- 3 – We recommend PERMISSION for the reasons listed (see NFNPA Planning Portal for details). Cllr. Caton proposed, Cllr. Parry-Norton, all in favour.

26/00189/FULL – The Lodge, Cadnam Lane, Cadnam, SO40 2NS – Two storey extension; porch; outbuilding; hard landscaping; replacement fenestration; new external finishes (demolition of side and rear extensions. Parish Comment:- 3 – We recommend PERMISSION for the reasons listed (see NFNPA Planning Portal for details). Cllr. Parry-Norton proposed, Cllr. Caton seconded, all in favour.

26/00191/DOC – Cadnam Methodist Church, Old Romsey Road, Cadnam, SO40 2NP – Application to discharge condition 3 of planning permission 25/00539 Replacement Roof.
Application removed by NFNPA prior to meeting.

26/00278/DOC – Courtesy Filling Station, Romsey Road, Cadnam, SO40 2NN – Application to discharge conditions 3, 4, and 5 of planning permission 25/00454/FULL for installation of new Underground Fuel Tanks, Decommissioning and foam filling or removal of existing Fuel Tanks and Associated Works.
Parish Comment: Narrative Comment (see NFNPA Planning Portal for details). Cllr. Chillcott proposed, Cllr. Caton seconded, all in favour.

26/00247/FULL – Newlands Farm, Winsor Road, Winsor, SO40 2HE – Pergola
Parish Comment:- 3 – We recommend PERMISSION for the reasons listed (see NFNPA Planning Portal for details). Cllr. Caton proposed, Cllr. Parry-Norton seconded, all in favour.

26/00202/FULL – Tintagel, Newbridge Road, Cadnam, SO40 2NX – Single storey extension; outbuilding (demolition of existing single storey element)
Not Discussed – Extension to May 13th 2026 granted by NFNPA for receipt of Parish Council comments.

NFDC Planning Applications

26/10197 – Shelley Oaks Farm, Shelley Lane, Ower, SO51 6AS – Application for approval under paras 75-78 of the Conservation of Habitat & Species Regulations 2017 (General Development Order) for use as a temporary campsite
Parish Comment: Narrative Comment (see NFDC Planning Portal for details). Cllr. Chillcott proposed, Cllr. Caton seconded, all in favour.

NFNPA Tree Works Requests

26/00295/TPO – Tarquinian, Barrow Hill Road, Copythorne, SO40 2PH - Prune & deadwood group of 5 Oak trees (1-5 on plan) Trees are G2 of TPO 29/94 and Prune & deadwood group of 3 Oak trees (6-8 on plan) Trees are part of G3 of TPO 29/94.

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

26/00303/ CONS – Orchard Cottage, Winsor Road, Winsor, So40 2HN – Prune/Deadwood 4 x Oak trees; Removal of 1 dead tree (species un-named)

26/00316/TPO – 11 Abbotsford, Bartley, SO40 2PN – Prune and deadwood 2 x Oak tree (Tree is part of G1 of TPO/0006/25

26/00326/CONS – Kim House, Chinham Road, Bartley, SO40 2LF – Re-pollard 1 x Willow tree

26/00351/CONS – Sunnyside, Winsor Lane, Winsor, SO40 2HG – Fell Mixed Hedge species (HG3 on plan)

26/00353/CONS – Rozel, Winsor Lane, Winsor, SO40 2HG – Fell Mixed Hedge species (HG2 on plan)

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

NFDC Tree Works Requests

None.

68/26 Planning Decisions made since last Council meeting

NFNPA Planning Applications

25/01420 - Minstead Cottage, Romsey Road, Cadnam, SO40 2NY – Grant subject to conditions

25/01478 - New Forest National Park (various locations, none in the parish) - Approval without conditions

25/01464 - Paultons Golf Centre, Salisbury Road, Ower, SO51 6AN – Allowed in part (not Condition 11)

25/01499 - Riverside Yard, Romsey Road, Ower, SO51 6AF – Grant subject to conditions

26/00024 - The Vine Inn, Romsey Road, Ower, SO51 6AE (Grant subject to conditions

26/00110 - New Forest National Park (various locations, none in the parish) - Approval without conditions

NFDC Planning Applications

None.

NFNPA Tree Works Requests

26/00195/TPO - Whitemoor Pines, Whitemoor Lane, Winsor, SO40 2HD - Grant (TP)

26/00222/CONS - Beechwood Lodge, Beechwood Road, Bartley, SO40 2LP - Raise no objections

26/00227/TPO - Aden Cottage, New Inn Road, Bartley, SO40 2LR - Grant (TP)

NFDC Tree Works Requests

None.

69/26 To Approve the Minutes and agreed actions of the Meeting of March 10th 2026

Approved, subject to a change of dates on minute 55/26 from 2024/25 to 2025/26.

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

70/26 Matters arising from the Minutes of the previous meeting

47/26 The Clerk confirmed that the required arrangements are underway.

48/26 The Clerk confirmed that the required actions are underway.

49/26 The Clerk confirmed that the payment has been made.

50/26 The Clerk confirmed that the required actions are underway.

51/26 The Clerk confirmed that the required actions are underway.

52/26 The Clerk confirmed that the required actions have been completed.

55/26 The Clerk confirmed that the approved transfer has been made.

56/26 The Clerk confirmed that the required action has been completed.

71/26 To receive an update on 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) which was noted.

72/26 a. To receive and agree the Bank Reconciliation for March 2026

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

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

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

b. To receive and agree an additional Payments Schedule for March 2026

The Payment Schedule comprising 5 payments for a total of £1,131.56 along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedule; and Electronic Payment instructions (EP71 to EP74) were signed by Cllr. Johnstone and Cllr. Chillcott after the meeting.

C. To receive and agree a Payments Schedule for April 2026

The Payment Schedule comprising 8 payments for a total of £1,558.69 along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.

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

By rotation, the schedule; and Electronic Payment instructions (EP1 to EP4) were signed by Cllr. Johnstone and Cllr. Chillcott after the meeting.

73/26 To receive and note the Q4 2025/26 Budget Report

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). Report noted.

74/26 To confirm any potential conflicts with BDO LLP as external auditors to the Parish Council

The above report (a copy of which is included in the supporting documents for this meeting on the Council's website) was presented to the meeting on behalf of the Clerk/RFO.

RESOLVED: That the Chairman and the Clerk be authorised to sign a certificate to confirm that the Council and the Councillors have no conflict of interest

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

ACTION – Clerk to arrange for the certificate to be signed and sent to BDO LLP

75/26 To receive and approve an amendment to the “Documents Protocol for Council meetings”.

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 amendments as presented.

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

ACTION – The Clerk to update the Policies section of the Council's website with the amended document.

76/26 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).

77/26 Chairman's Report

Cllr. Johnstone reported that:-

- She will be attending the NFDC Civic Service on Sunday April 19th.
- She will be undertaking a butterfly transect* on Copythorne Common (*fixed route monitoring)
- The Flooding Advisory Committee meeting on April 28th 2026 will be held at the RBL Hall in Cadnam.
- The responses to the survey of a “Community Health Bus service” were now being collated.

78/26 Councillors Reports

Cllr. Chillcott reported that he:

- Attended the New Forest Association of Local Council's meeting on March 25th 2026.
- Attended the monthly meeting of the Parish Hall Committee on April 7th 2026 (ongoing programme of renovation continues; car park resurfaced; solar panels reducing energy costs).
- Has chased NFDC again regarding the fly tipping on the A36 and A336.

Cllr. Caton reporting on the planting (by parish volunteers) on March 25th 2026 of around 100 metres of hedgerow whips along the “northern” side of the Parish Hall field.

Cllr. Parry-Norton advised that she had details of some road surface issues in Wittensford Lane that needed reporting. The Clerk asked her to send him the details and he would report them to HCC Highways.

79/26 Suggested Agenda Items for the next meeting

As per the Forward Calendar presented to the meeting.

80/26 To Confirm the next meeting

The next meeting will take place on May 12th 2026.

With no further business to transact, the Chair closed the meeting at 8.40pm.