

Item 16 – Clerk’s Report

1. August Planning Matters

During August when the Parish Council doesn’t meet Planning Matters will be dealt with in accordance with Standing Order 15 xvi, which reads as follows-

Any planning applications received after the publication of the July Council meeting agenda for which a Parish Response is required before the day after the holding of the September Council meeting shall be dealt with as follows:-

- i). The Clerk will prepare and forward to all Councillors, by e-mail, details of any planning applications that meet the criteria detailed described in the above paragraph and request that Councillors provide, by e-mail a minimum of five working days later (“the required date”), comments as per Parish Briefing Note response guidelines.
- ii). The Clerk will summarise those responses received by the required date & send that summary, by e-mail, to all councillors to obtain, subject to a quorum being obtained (three replies in total), agreement for a majority response (i.e. a 2-1 vote for a particular response would be sufficient) to the planning applications listed.
- iii). The Clerk will then notify the Development Control Team at the NFNPA or NFDC (as appropriate) of the Parish Response(s) to the planning application(s) listed. *(Note:- The NFNPA or NFDC will then add these responses to the planning portals on their own publicly accessible websites)*
- iv). The Clerk will ensure that the Council’s responses in iii) above are reported to the September Council meeting and recorded in the minutes of that meeting.

2. Advisory Committee Meetings

The dates, times and locations for the next meeting of all the Advisory Committees as at July 6th 2026 are as follows:-

Finance	Thu July 16 th 2026	12pm	Via Zoom
Flooding	Tue July 21 st 2026	7pm	Parish Hall, Copythorne**
Five Year Plan (Parish Projects)	Thu Sept 3 rd 2026	12pm	Via Zoom
Personnel & Governance	Thu Oct 22 nd 2026	12pm	Via Zoom

(** The venue for this meeting has had to be changed from the provisional venue of the Royal British Legion Hall in Cadnam to the “Small Hall” around the right hand side of Copythorne Parish Hall, Pollards Moor Road.)

3. Playground Operational Maintenance Inspection

Following receipt of the report for the half yearly External Inspection which took place on May 11th 2026, quotations are now being gathered for work on the items identified as “Low/Medium Risk” (no High Risk” Issues were identified).

These quotes will be presented to Council once complete along with a recommendation regarding the work to be undertaken.

4. Councillor Drop In Sessions

At the time of writing this report the next “Drop In Sessions was due to be held between 2-3pm on Thursday July 9th 2026, at Copythorne Community Café. Further dates will be announced in due course.

5. Matters reported to HCC/NFDC

Attached (as Appendix A) is a list of matters reported by the Clerk to HCC that remain outstanding.

David Rigby
Clerk to Copythorne Parish Council
July 6th 2026

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

ISSUES REPORTED TO HCC/NFDC FAULT REPORTING WEBPAGE - ONGOING ENQUIRIES ONLY - (updated 06/7/26)

DATE REPORTED	REF. NUMBER	BRIEF DESCRIPTION OF ISSUE RAISED	REPORTED BY	FIRST CHECK DUE	LAST CHECKED	LATEST COMMENTS
26/06/25	7177688	Query condition of New Inn Rd (direct to Highways)	David Rigby	03/07/25	06/07/26	06/07/26 – Surface dressing of part of New Inn Road (junction with Southampton Road to junction with Oakfield Road) scheduled for 31/7/26 to 6/8/26
05/12/25	21838801	Blocked drain – bottom of New Inn Road	David Rigby	12/12/25	06/07/26	11/06/26 - Repair work took place. 06/07/26 – Awaiting details of extent of work undertaken.
13/01/26	21848518	Overhanging trees and tree debris in ditch, Pollards Moor Road	David Rigby	20/01/26	06/07/26	20/02/26 – Passed to 3rd Party 18/5/26 – HCC advise that landowners have been contacted requesting the ditch is maintained.
13/01/26	21848541	Flooding Riverside Close on Dec 18 th 2025	David Rigby	20/01/26	06/07/26	28/01/26 - Following a review of your enquiry, all necessary actions have been undertaken. 12/2/26 – Actions chased 5/5/26 – Discussions with affected parties continue.
27/03/26	21883773	Carriageway edge issue, Beechwood Road	David Rigby	03/04/26	06/07/26	11/06/26 – Repair work took place. Contractors have been asked to return to correct gravel issue
19/05/26	21893782	Cattle Grid – Eastern end of B3079 at Cadnam (works not progressing?)	David Rigby	26/05/26	22/06/26	Works completed. Issue closed.
26/05/26	21894569	Wittensford Lane – Potholes (east of ford)	David Rigby	02/06/26	06/07/26	27/5/26 – Work to be scheduled (expected by 26/8/26)

Number only = HCC

CS and Number = NFDC