COPYTHORNE PARISH COUNCIL

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

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

In attendance David Rigby, Clerk/RFO

Nine members of the public were present.

Prior to the commencement of the meeting Cllr. Sherri Johnstone (as Chair) invited those present to join members of the Council in a minute's silence to remember those who died in the two World Wars and conflicts since.

AGENDA ITEMS

179/26 Apologies

Cllr. Laura Kovacs; Cllr. Sylvia Wiggins

180/26 Declarations of Interest in items on the Agenda

Cllr. Ria Parry-Norton – Planning application NFNPA 26/01051

181/26 Public Session

A member of the public raised concerns regarding traffic speeds along Winsor Road. Cllr. Johnstone asked for an e-mail detailing the concerns to be sent to the Clerk.

Another member of the public raised four issues which each included a number of questions. The first issue related to the HCC Parish Lengthsman Scheme; the second related to correspondence received by the Council; the third related to the Parish Award; and the fourth related to the Council's website. All of the issues were noted with more detailed responses to follow from the Clerk.

182/26 County and District Councillors Report

Prior to the meeting, County Councillor David Millar had submitted a written report (a copy of which is included in the supporting documents for this meeting on our website). As he was also present he highlighted key elements of the report including the delay to Local Government Re-Organisation and County Council finances.

Dist. Cllr. Derek Tipp reported on the following items related to NFDC):-

- That he and Dist. Cllr. Joe Reilly still had some grant funds available to support local organisations.
- That NFDC was expecting a £1.25m budget shortfall for 2027/28, with this increasing over the next few years. This may well impact on the level of services that NFDC can provide.

183/26 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

26/00839/FULL - Meadow Cottage, Old Lyndhurst Road, Cadnam, SO40 2NL – First floor rear extension; changes to fenestration; replacement windows; doors.

Parish Response: Option 1 - We recommend PERMISSION for the reasons listed but would accept the decision reached by the NPAs Officers under their delegated authority (see NFNPA planning portal for details). Proposed Cllr. Rhodes, Seconded Cllr. Parry -Norton, all in favour.

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26/00920/FULL - White Hart Inn, Old Romsey Road, Cadnam, SO40 2NP - Change of use to overflow car park between Wednesday 11am and Sunday 11pm; fence and gate.
Parish Response: Option 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal for details. Proposed Cllr. Caton, Seconded Cllr. Parry-Norton, all in favour.

26/01051/FULL - Sunnyside, Winsor Lane, Winsor, SO40 2HG - Extension; rooflights; porch to house; extension to garage with solar panels.
Parish Response: Option 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal for details). Proposed Cllr. Caton, Seconded Cllr. Chillcott, all eligible to vote in favour.

26/01104/FULL - Burton, Winsor Road, Winsor, SO40 2HR - First floor single storey rear extension; demolition of conservatory.
Parish Response: Option 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal for details. Proposed Cllr. Rhodes, Seconded Cllr. Chillcott, all in favour.

NFDC Planning Applications
None

NFNPA Tree Works Requests
26/01165/CONS - Little Pundells, Brockishill Road, Bartley, SO40 2LN - Prune 1 x Oak tree; Prune 1 x Poplar tree; Prune 1 x group of Oak trees
26/01225/CONS - Molehills, Newbridge Village, Cadnam, SO40 2NW - Prune 2 x Oak trees
26/01129/CONS – Clock Cottage, Whitemoor Lane, Winsor, SO40 2HD – Feel 1 x Acacia tree

"Leave decision to Trees Officer" response sent for all three requests

NFDC Tree Works Requests
None.

184/26 Planning Decisions made since last Council meeting

NFNPA Planning Applications
26/00874/FULL - Land at, St Helens Farm, Winsor Lane, Winsor, SO40 2HG - Grant subject to conditions
26/00191/DOC - Cadnam Methodist Church, Old Romsey Road, Cadnam, SO40 2NP - Allowed
26/00626/FULL - 1 Central Stores, Old Romsey Road, Cadnam, SO40 2NP – Grant subject to conditions
26/00745/DOC - Land East Of, New Inn Road, Bartley SO40 2LR - Allowed

NFDC Planning Applications
26/10685/FULL - Little Acre, Whinwhistle Road, East Wellow, SO51 6BN – Grant subject to conditions
26/10197 - Shelley Oaks Farm, Shelley Lane, Ower SO51 6AS – Deemed withdrawn

NFNPA Tree Works Requests
26/01016/CONS - Woodpeckers, Southampton Road, Cadnam, SO40 2NQ - Application withdrawn

NFDC Tree Works Requests
None.

185/26 To Approve the Minutes and agreed actions of the Meeting of October 13th 2026
Proposed Cllr. Chillcott, Seconded Cllr. Rhodes, all in favour.

186/26 Matters arising from the Minutes of the previous meeting
166/26 The Clerk has ordered the required materials. Cllrs. to set a date for the work.
168/26 The Clerk has undertaken the required action. Gate is being installed on Nov 2-3rd 2026.
171/26 The Clerk signed the Letter of Engagement on October 16th 2026

Signed by the Chairman: . . . . . Date: . . . . . .

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187/26 a. To receive and agree the Bank Reconciliation for October 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. Parry-Norton after the meeting.

b. To receive and agree a Payments Schedule for October 2026

The Payment Schedule comprising 10 payments for a total of £1559.95 along with the supporting invoices/claims, was presented to the meeting by the Clerk/RFO.
Proposed Cllr.Parry-Norton, Seconded Cllr. Rhodes, all in favour. **APPROVED.**
By rotation, the schedule; and Electronic Payment instructions (EP36 to EP39) were signed by Cllr. Johnstone and Cllr. Rhodes after the meeting.

188/26 To receive and note reports of any meetings of the Council's Advisory Committees since the last Council meeting

The Clerk read through his report (a copy of which is included in the supporting documents for this meeting on the Council's website). Members noted the reports from the Flooding Advisory Committee meeting on October 20th 2026 and the Personnel & Governance Advisory Committee meeting on October 22nd 2026.

189/26 To receive and approve a draft Developer Communications 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 before discussion started advised those councillors present that since the original draft of this policy was discussed by the Personnel & Governance Advisory Committee a new version (August 2026) of the National Planning Policy Framework ("NPPF") had been introduced. Council discussed this point and it was agreed that the policy (without specific reference to the "NPPF") still stood.
RESOLVED Cllr. Rhodes proposed that the policy (as amended) be approved, Seconded by Cllr. Caton, all in favour. **APPROVED AS AMENDED**
ACTION – Clerk to circulate the amended policy; members present to all confirm that the amended policy is as expected; Clerk to add policy to Council website.

190/26 Clerk's Report

The Clerk read through his report (a copy of which is included in the supporting documents for this meeting. In addition, he read out a letter of thanks from the President of the Copythorne & District Royal British Legion for the Parish Council's help with the Remembrance Day Parade on Sunday November 9th. The Clerk also advised that as a result of timings related to the Parish Elections due to take place on Thursday May 4th 2027 it would be necessary for the May 2027 Council meeting to be held on Tuesday May 18th 2027 (3rd Tuesday) rather than Tuesday May 11th 2027 (2nd Tuesday).

191/26 Chairman's Report

Cllr. Johnstone presented her report (a copy of which is included in the supporting documents for this meeting on the Council's website). Details included:-

- Attending Barbara Smith's funeral reception on October 15th.
- Attending the NFNPA North East Quadrant meeting on October 15th.
- Detailing the dates of upcoming Councillor Drop In sessions.
- Arranging a meeting with representatives of the Bartley Flood Group to be held on November 12th.

Cllr. Johnstone concluded by advising that she was aware of an e-mail newsletter mailing from a resident that had been circulated to a number of residents of the Parish that contained information that wasn't entirely correct.

Signed by the Chairman: . . . . . Date: . . . . . .

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192/26 Councillors Reports

Cllr. Parry-Norton reported that a number of livestock and/or pet owning residents of the Parish had raised concerns with her regarding the number of occasions over the past week when fireworks had been left off. Whilst she and those residents know that the Parish Council has no powers to act it would be good to understand whether the NFNPA or NFDC were interested in the gathering of data on this issue.

Cllr. Chillcott reported on the following:-

- In connection with the "joined up approach to flooding across the forest" a letter had been sent jointing by Copythorne Parish Council and Wellow Parish Council to Mary Davies (Chair of the NFNPA North East Quadrant). More details on this will follow at the next Council meeting.
- With regards to Parish Hall activities, consideration is still being given to replacing the floor in the main hall and tributes to the work of Barbara Smith (who passed away recently) are being considered.
- The Bartley Defibrillator is now housed in the New Inn Road red phone box.
- A number of significant elements of work at the New Inn Road development are taking place over the next few weeks. These have or will impact on vehicle movements locally.
- Efforts continue to try and meet up with providers of existing "public transport" in the Parish.

Cllr. Rhodes reminded those councillors who are happy to have their photographs of the Council website that she needs to arrange the taking of these photos with them. She also mentioned that a "Totton Emergency Briefing and Climate Conference" is being held on Tuesday December 2nd at St. Wins Church on Salisbury Road. It starts at 5.30pm and there will be a screening of what has been titled the "National Emergency Briefing" at 7pm (https://www.nebriefing.org/).

193/26 Suggested Agenda Items for the next meeting

As per the Forward Calendar presented to the meeting.

194/26 To Confirm the next meeting

The next meeting will take place on December 8th 2026.

With no further business to transact, the Chair closed the meeting at 8.53pm.

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Signed by the Chairman: . . . . . Date: . . . . . .