COPYTHORNE PARISH COUNCIL

A meeting of the Five Year Plan (Parish Projects) Advisory Committee was held via Zoom Video Conference on Thursday November 5th 2026 starting at 12pm.

Present:-
Voting:- Cllrs Jackie Rhodes (Chair); Graham Chillcott; Sylvia Wiggins; Sherri Johnstone
Non Voting:- Mr. David Rigby – Clerk and RFO

A G E N D A (with **DRAFT** notes of discussion)

1. Apologies for absence.
None.

2. Declarations of Interest.
None.

3. Review of notes of previous meeting (September 3rd 2026)
All voting members present at the last meeting were happy that the notes of the meeting held on September 3rd 2026 accurately reflected the discussions.

4. Update on Parish Projects Plan

4.1 Environment
DR reported that discussions were being held with members of the Parish Hall Committee regarding the possible replanting of the new hedge to the western side of the hall field. The discussions would also include who would be responsible for the maintenance of the hedge.
ACTION – Clerk to amend the Parish Projects documents to reflect this.

4.2 Communication
DR reported that the meeting information sheet on the noticeboards now included details of upcoming meeting of the Advisory Committee.
JR once again reminded the councillor members present that she still needed to take photos of those willing to have them displayed on the Council's website.

4.3 Transport
It was agreed that GCh would lead on arranging a meeting with some of the existing transport providers to deepen discussions about what we could to do mutually support their activities.
ACTION – GCh to provide suggested dates for such a meeting to DR & SJ. He would then seek to arrange the meeting(s).

DR advised that he had not heard back from the Hampshire Countryside Service about future planned works on the Public Rights of Way in the Parish and he would chase them for a response.
ACTION – DR to contact HCS as above.

4.4 Safety of Parishioners
DR confirmed that with the new heated cabinet installed into the New Inn Road red phone box the "Bartley Defib" has been relocated into the phone box from the Haywain Pub.
ACTION – GCh to arrange for the return of as many of the information boards inside the box as can be accommodated and add the "defibrillator" sign to the top panel facing the road.

With regard to the “Village Gateways” project, DR reported that he is continuing to consider lower cost options for the gateways themselves. Hopefully a report will be presented to the December 8th 2026 Council meeting.

4.5 Review of project and task schedule
Timelines for all items on the schedule have been reviewed and updated, completed items have been moved to the “Closed Items section of point 5.

5. Discussion of other matters relating to the Aims and Responsibilities of the Five Year Plan (Parish Projects) Advisory Committee.
None.

6. Agree date for next meeting
Thursday February 4th 2027, 12pm provisional (via Zoom)

Meeting closed at 12.55pm

FIVE YEAR PLAN ADVISORY COMMITTEE MEETING – November 5th 2026

Item 4 - Parish Projects Plan (updated following November 5th 2026 meeting)

COPYTHORNE PARISH COUNCIL

Parish Projects

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1. Introduction

This document details one off and rolling activities, that sit outside mandatory tasks, undertaken by Copythorne Parish Council on behalf of the Parish of Copythorne. Activities are grouped into project groups. Each project group is described along with associated activities and relevant tasks. Section 4 contains a schedule containing activities and task within each group. This document will be reviewed at each Plan Advisory Committee meeting which are held each quarter.

2. Purpose

To successfully undertake its duties to its parishioners the Parish Council undertakes one off projects. This document records those projects and tracks the project and relevant activities from inception to completion. At each Plan Advisory Committee meeting the activities contained within this plan will be discussed with updates to activity progress noted with updates made to the project schedule and this document as appropriate. Appendix A contains a table of completed projects with reference to the document version where that project was last contained.

3. Project Grouping

3.1 Environment

This area will comprise of activities promoting and undertaking tasks to improve the environmental credentials and appearance of the Parish. This will involve such things as communicating green initiatives and tips to residents, tasks to improve the look and feel of the parish and maintenance of existing environment.

Current activities:

Splitwind Pond maintenance – this annual activity keeps Splitwind pond free from litter and as plant free as practicable as well as enhancing appearance through subtle planting and maintenance.

Hedge Planting at Parish Hall – As part of the Hampshire Hedge initiative a length of hedge ~~will be~~ was laid at the Northern boundary of the Parish Hall field. It has suffered through the dry summer and discussions are being held with the Parish Hall Committee regarding repair and ongoing maintenance.

3.2 Communication

This area seeks to maintain and improve communication between the Parish Council the residents of the parish and relevant external stakeholders and authorities. The project will monitor current communications and look for improvements where issues are identified.

Current activities:

None at present.

3.3 Transport

This area addresses all matters pertaining to transport within the parish.

Current activities:

Update transport leaflet

Healthcare Bus Survey

Footpath upkeep

3.4 Safety of Parishioners

This area contains any activities that are relevant to both the physical and mental well-being of the parish residents.

Current activities:

Village gates – To procure and install village gates at various locations within the parish, initially A336 East of the Haywain Junction.

Defib relocation – ~~To relocate a~~ The defibrillator unit has been fully relocated from its ~~current~~ previous location at Bartley Post Office to the phone box on New Inn Road.

Monitor affordable housing construction progress – To ensure residents are not unduly inconvenienced by construction activity and developers are adhering to relevant permissions and conditions.

4. Copythorne project and task schedule

Group	Project	Sub-task	Start	Planned Finish	Current Finish	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27
Environment																											
	Splitwind Pond dredging 2026/27		Nov-26	Feb-26	Feb-26																						
Communication																											
	Add AC mtg dates to noticeboard																										
	Add Cllr photos to website																										
	Phone Box Maintenance																										
Transport																											
	Update transport leaflet		Apr-26	Jun-26	Jun-26																						
	Discussions with transport providers																										
	Footpath upkeep																										
Safety of Parishoners																											
	Village Gates	Produce survey report	Sep-26	Sep-26																							
		Revise Costings	Sep-26	Sep-26																							
		Report to council	Sep-26	Sep-26																							
	Monitor Affordable Housing progress		Mar-26	Jun-27	Jun-27																						

Legend

On target

At risk

Late/missed

Task/progress complete

5. Closed projects 25-26

Project Name	Closed
Parish Design Statement	July 2025
Hedge Planting at Parish Hall	April 2026
Bartley Defib Move	November 2026