COPYTHORNE PARISH COUNCIL

DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7PM ON OCTOBER 13TH 2026 AT COPYTHORNE PARISH HALL

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

In attendance David Rigby, Clerk/RFO

Two members of the public were present.

AGENDA ITEMS

158/26 Apologies

None

159/26 Declarations of Interest in items on the Agenda

None.

160/26 Public Session

A member of the public raised three issues which each included a number of questions. The first issue related to the HCC Parish Lengthsman Scheme; the second related to an NFDC CIL Grant awarded to the Parish Council; and the third related to the Clerk. All of the issues were noted with more detailed responses to follow from the Clerk.

161/26 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). The report was noted.

Dist. Cllr. Joe Reilly reported on the following items related to NFDC (or the NFNPA):-

- Elections to NFDC and Town & Parish Councils will take place on May 4th 2027.
- The NFNPA Local Plan Review Section 19 Consultation had now closed. The NFNPA will consider the responses ahead of submitting the plan to the Planning Inspectorate before the end of 2026.
- He attended a public presentation by Paulton's Park on their guest accommodation proposals.
- He concluded by reminding those present that from October 31st the process that NFDC has to follow for considering planning applications will change as a result of new guidance from Central Government.

162/26 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: Consideration of application deferred to next Council meeting (amended plans awaited).

26/00805/FULL – The Old School House, Southampton Road, Cadnam, SO40 2NF - Change of use to Class F1(a) (provision of education) to provide Independent Alternative Provision
Parish Response: 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).
Cllr. Wiggins, Cllr. Rhodes seconded, all in favour.

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

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26/00626/FULL – 1 Central Stores, Old Romsey Road, Cadnam, SO40 2NP - Change of use of ground floor to residential (Use Class C3)
Parish Response: 3 - We recommend PERMISSION for the reasons listed (see NFNPA planning portal for details). Cllr. Wiggins, Cllr. Rhodes seconded, all in favour.

NFDC Planning Applications
None

NFNPA Tree Works Requests
26/00940/CONS – Rockram House, New Inn Road, Bartley, SO40 2LR – Prune four trees (as listed).
26/00989/CONS - Wittensford House, Wittensford Lane, Brook, SO43 7JA - Coppice 1 x group of Alder trees. Prune group of up to 3 x Beech trees
26/01016/CONS - Woodpeckers, Southampton Road, Cadnam, SO40 2NQ - Prune/Deadwood 1 x twin Oak
26/01017/CONS - Winsor Lodge, Winsor Road, Winsor, SO40 2HF – Re pollard 1 x Weeping Willow

"Leave decision to Trees Officer" responses sent for all four requests prior to the meeting.

NFDC Tree Works Requests
None.

163/26 Planning Decisions made since last Council meeting

NFNPA Planning Applications
26/00278/DOC - Courtesy Filling Station, Romsey Road, Cadnam, SO40 2NN - Allowed
26/00584/FULL - The Wilderness, Winsor Road, Winsor, SO40 2HR - Grant subject to conditions

NFDC Planning Applications
None

NFNPA Tree Works Requests
26/00879/CONS - The Hayes, Newbridge Village, Cadnam, SO40 2NW - Raise no objection
26/00940/CONS - Rockram House, New Inn Road, Bartley, SO40 2LR - Raise no objection

NFDC Tree Works Requests
None.

164/26 To Approve the Minutes and agreed actions of the Meeting of September 8th[h] 2026
Proposed Cllr. Kovacs, Seconded Cllr. Rhodes, all in favour.

165/26 Matters arising from the Minutes of the previous meeting
150/26 - The actions were all undertaken as agreed.

166/26 To receive and approve a report on maintenance of the Winsor Road telephone box
Cllr. Johnstone presented the above report (a copy of which is included in the supporting documents for this meeting on our website).
RESOLVED That costs of £150 be incurred to repaint the box with councillors undertaking the work.
Proposed Cllr. Chillcott, Seconded Cllr. Kovacs, all in favour. **APPROVED.**
ACTION – Clerk to purchase the required materials. Cllrs to undertake the work by December 31st 2026

167/26 To receive and note a report on the 2016 Parish Public Rights of Way inspections
The Clerk presented the above report (a copy of which is included in the supporting documents for this meeting on our website). The report was noted with further discussion to take place at the Five Year Plan Advisory Committee meeting on November 5th 2026.

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

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168/26 To receive and approve a report on the replacement of the Playground gate

The Clerk presented the above report (a copy of which is included in the supporting documents for this meeting on our website).

RESOLVED Council approves the £1,750 ex VAT quote from Infinity Playgrounds Ltd for replacement of the playground gate. Proposed Cllr. Wiggins, Seconded Cllr. Chillcott, all in favour. **APPROVED.**

ACTION – Clerk to arrange for the gate replacement as agreed.

169/26 a. To receive and agree the Bank Reconciliation for September 2026

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

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

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

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

The Payment Schedule comprising 11 payments for a total of £2,192.86 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 (EP31 to EP35) were signed by Cllr. Johnstone and Cllr. Parry-Norton after the meeting.

170/26 To receive and note Q2 2026/27 Budget Report

The Clerk (as RFO) read through his report (a copy of which is included in the supporting documents for this meeting on the Council's website). Report noted.

171/26 To receive and approve a report on the appointment of an Independent Internal Auditor

The Clerk (as RFO) read through his report (a copy of which is included in the supporting documents for this meeting on the Council's website).

RESOLVED Council approves the appointment of Mulberry Local Authority Services Ltd as its Independent Internal Auditor for the 2026/27 to 2028/29 Financial Years and that the Clerk be instructed to sign the required Letter of Engagement. Proposed Cllr. Caton, Seconded Cllr. Wiggins, all in favour. **APPROVED**.

ACTION – Clerk to sign the Letter of Engagement once received from Mulberry.

172/26 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 Five Year Plan Advisory Committee meeting on September 3rd 2026 and the Finance Advisory Committee meeting on October 1st 2026.

173/26 To receive and note a note on initial planning for the May 2027 Parish Council Elections

The Clerk read through his report (a copy of which is included in the supporting documents for this meeting on the Council's website). Report noted.

174/26 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).

175/26 Chairman's Report

Cllr. Johnstone noted, with sadness, the passing of Barbara Smith and offered heartfelt condolences to her family and friends. The other councillors echoed those sentiments. A letter of condolence had been sent by the Clerk on behalf of the Council.

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

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Cllr. Johnstone also reported on the following:-

- It was noted that recent (and not so recent) fly-tipping in the parish had been removed and she wanted to remind everyone to use licensed waste carriers or – where possible – recycling centres.
- Plastic Free Copythorne had signed up four more local businesses.
- She attended the "Peoples' Emergency Briefing on Climate Change Resilience" in Brockenhurst on September 18th and would recommend this briefing to others.
- Dates are being arranged for Councillor Drop in Sessions for the first three months of 2027.
- Efforts continue to arrange meetings with Blue Star and Connect regarding local transport options.
- On Oct 12th she attended a public presentation by Paulton's on their guest accommodation plans.
- She will be attending the Hampshire Association of Local Councils AGM on Oct 17th.

176/26 Councillors Reports

Cllr. Chillcott reported on the following:-

- On Oct 15th he will be presenting a report to the NPAs North East Quadrant meeting on a number of issues including a "joined up" approach with other bodies on flooding and forest improvement works.
- That it was good to see work being planned for the Winsor Road red phone box and noted that the other boxes all need some "tender loving care".
- He echoed Cllr. Johnstone's sentiments regarding fly-tipping matters having had personal experience of the impact of such illegal dumping.
- That the New Inn Road development continues to be problematic for nearby residents and hoped that HCC Highways would soon reach agreement with the builders on dates for the construction of the new entrance to the site.
- That he had also attended the Paulton's guest accommodation presentation.

Cllr. Caton reported that a local resident had contacted him and the Clerk concerning the speed of vehicles on both Southampton Road and Romsey Road and noted that the Clerk had sent a detailed response to the resident.

Cllr. Rhodes reported that Greening Copythorne presence at the Copythorne Macmillan Cuppa morning on September 28th was well received and it was pleasing that so many of those attending had heard about the projects Greening Copythorne are involved in.

In connection with Parish Hall matters, Cllr. Wiggins reported that works on the hall floor are currently being planned with grant funding being sought.

177/26 Suggested Agenda Items for the next meeting

As per the Forward Calendar presented to the meeting.

178/26 To Confirm the next meeting

The next meeting will take place on November 10th 2026.

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

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