

MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7.00 PM ON TUESDAY 10th APRIL 2018 AT COPYTHORNE PARISH HALL (REAR EXTENSION)

Present: Councillor Joseph Reilly (Chairman), Councillor Simon Lucas (Vice Chairman), Councillors Lady Kara Hawks, Sarah Coombs, John Goodwin and Mike Moriarty.

Also, in Attendance: District Councillors Diane Andrews and Derek Tipp; NFNPA N.E. Quadrant Parish Member, Mr R. Taylor and 3 members of the public.

Clerk to the Council: Mrs Susan Brayley

203. Agenda Item 1 – Apologies for Absence

Apologies for absence were received from Parish Cllr Steve Herra, County Cllr Edward Heron; District Cllr Les Puttock

204. Agenda Item 2 – Councillors Declarations of Interest in items on the Agenda

The Chairman reminded Councillors of their responsibility to declare an interest in any matter on the Agenda where they might be considered to have a prejudicial interest – None were Declared

205. Agenda Item 3 - Public Session for Items on the Agenda

A member of the public queried the damage to the forest by use of the gate on to the forest at the Cricket pitch and was advised this would be discussed at Agenda item 6.

206. Agenda Item 4 - County and District Councillor Reports

Dist.Cllr. Andrews congratulated the parish on a very successful A.P.M.

Advised the NFDC Chief Executive Bob Jackson, Leader Barry Rickman and herself had met with a representative of Southern Water regarding their future business plans, the plan explained that the South East is a region of water stress with an average of 730mm of rain a year. Their target, called Target 100, will try to reduce personal water use by 25% to 100 litres of water per person a day. Southern Water were seeking the council's endorsement of this and other plans.

Dist.Cllr Andrews to forward the online questionnaire address to the clerk and request that a parish councillor respond on behalf of the parish council and encourage individuals and the public to also give their feedback on this important consultation at

southernwater.co.uk/haveyoursay or email Defra at water.resources@defra.gsi.gov.uk putting "Southern Water draft water resources management plan" in the subject line.

Dist.Cllr Tipp advised he had also received information regarding the Southern Water consultation, and that he had grave concerns over the problems caused by water leaking into sewers. Cllr Goodwin observed that the existing concrete sewer system was no longer fit for purpose and would need a lot of time and investment to deal with the problems.

Dist.Cllr Tipp also advised that he had received correspondence regarding speeding vehicles in Romsey Road suggesting had worsened despite the efforts of the Speedwatch volunteers and these concerns had been passed to the police Julian Lewis MP. Cllr Goodwin observed that the differing speeds were confusing, Dist.Cllr Tipp agreed stating the speed limit should be unified and advising that PCSO Williams had taken up the issue of speeding by the school. Dist.Cllr Tipp also raised the issue of the proposed 900 housing development at the edge of Netley Marsh/Totton and its effects on the area. Cllr Goodwin pointed out that the development would greatly impact the Copythorne area.

207. Agenda Item 5 - Planning Applications; TPO's and Similar.

207(a) New Planning Applications

The following planning applications were considered, and resolutions made as shown:

18/00110 – Withers Farm, Cadnam Lane, CADNAM, SO40 2NU

Retention of agricultural building

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Coombs; Unanimous vote in favour of the following: -

Response 1 - We recommend Permission but would accept the decision reached by the National Park Authority's Officers under their delegated powers.

18/00178 – Riverdale Cottage, Shepherds Road, Bartley, SO40 2LH

First floor extension to existing garage / stable block to facilitate additional habitable accommodation

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Coombs; Unanimous vote in favour of the following: -

Response 4 – We recommend Refusal, for the reasons listed below

- Reference to Officer's observations its compliance with policy DP12 as this policy specifically does not permit outbuildings which would contain habitable floorspace
- Would be an unacceptable change to the street scene.

18/00232 – Studio Cottage, Winsor Road, WINSOR, SO40 2HP

Application for a Certificate of Lawful Development for Proposed stationing of a mobile home
For Information Only

NFDC 18/00123 - Ower Shooting Ground at Shelley Meadows, Romsey Road, Ower, Copythorne SO51 6GF

Agricultural Barn (Agricultural Prior Notification)
For Information Only

207(b) New Tree Work Applications

None

208. Agenda Item 6 – Planning; Enforcement and Tree Work Decisions and Updates

The Clerk presented highlights of latest information re Planning; Enforcement and Tree Work Decisions and Updates, to the meeting. Report appended to these minutes. **Appendix I**

A member of the public queried the use of the gate on to the forest at the Cricket pitch by the owner of Bartley Forest Farm to remove equipment and was advised that this was because of an enforcement order and all agencies concerned (NFNPA; Forestry Commission & the Verderers) were both aware of and monitoring the situation and that any damage would be reinstated.

209. Agenda Item 7 – Confirmation of the Minutes of the previous Parish Council Meeting.

RESOLVED: Proposed Cllr Coombs; Seconded Cllr Lucas; vote of five in favour of the Minutes being Confirmed and accepted with one abstention as did not attend meeting

210. Agenda Item 8 - Finance – To Receive and Agree Monthly Payment Schedule and Bank Reconciliation.

The monthly payment schedule document and had been circulated to Cllrs prior to the meeting, as it had only been received that day, the March Bank Reconciliation was circulated at the meeting. The Clerk then advised the following: -

Payment Schedule – Annual HALC/NALC Affiliation Fees; HALC HR Invoice and HALC Training Invoices all received – Total £983.00.

GIS annual fee also received £100 + £10 for training back in October 2017.

Receipts - £540.00 repayment from Wellow PC for excess Lengthsman charges 2015/16 & 2016/17 and they've been invoiced a further £181.00 for 2017/18.

Repayment also received from previous Clerk for phone/BB charges – Jan/Feb £69.36.

Community Grant Payment £500 from CCllr Heron finally received from HCC after problems re bank account change via their “new” system.

Payments – All March payments were cleared through the bank before 31st March.

VAT reclaim for 2016/17 has not yet been received as HMRC have to verify bank account change.

Lengthsman Scheme – The Clerk met with the Clerk at Wellow PC to discuss Cluster lead transfer in March and the following was agreed: -

1. The Wellow PC Clerk will develop a procedure for future administration to be circulated and agreed by all Cluster members. – *In progress.*
2. The Copythorne PC Clerk to complete a full reconciliation of all cluster member accounts covering the HCC annual allocation of £1,000.00 per parish, since the scheme inception.

Item 2 has been actioned and submitted to all individual members for verification.

As you can see, the summary has proved unsurprisingly that only Wellow has managed to spend all its allocation and Copythorne will have to pass £3,255.42 to Wellow PC as currently unallocated funding in the new financial year, However, based on our current account balance less today's payment schedule, this payment will be included in the May payments, post receipt of the first half year precept payment.

£5,757.94 less £2,563.58 equals £3,194.36 balance as at 10th April 2018.

The Payment Schedule and Bank Reconciliation were unanimously agreed. The Cheques and payment schedule were signed by Cllrs Reilly and Moriarty.

Documents including work schedule appended to these Minutes – Appendix II.

211. Agenda Item 9 – To Receive Report from NFNPA N.E. Quadrant Parish Member

Mr Taylor advised that he had been confirmed as the N.E. Quadrant Parish Member in August of last year following the sad loss of Mrs Sally Arnold.

His role included sitting on the NFNPA Planning Committee; involvement in the NFNPA design awards and arranging Quadrant meetings for which he appreciated the input from the Parishes. He had arranged for a talk by the Hampshire & I.O.W. trust non-native invasive species officer for the 25th May meeting and that the NFNPA will always send one of their officers to speak on relevant subjects. The current items were the 2016-36 Local Plan which had now been submitted to the Secretary of State and the good news that through the new RSBP Franchises Lodge Nature reserve over 1,000 acres had been returned to the forest from private ownership. Finally, that the initial intentions for the Southern Coastal path had been published but not met favourably by landowners.

Cllr Moriarty asked if Quadrant meetings were open to all Cllrs or were numbers limited? Mr Taylor advised he would encourage as many attendees as possible.

The Chair thanked Mr Taylor for his attendance and invited him to come and report again soon.

212. Agenda Item 10 – To Consider and Approve Recommendation of F.O.C.P. with regards to Appointment of Supplier of the Copythorne Children’s Playground.

A full report on the FOCP’s recommendation had been circulated to Cllrs prior to the meeting. The FOCP representative took the Council through the process of arriving at the favoured supplier, Creative Play from the original five considered due to the quality and longevity of the proposed playground surface. The Chair queried if the problem with VAT had been resolved and was advised that as the FOCP were currently unable to reclaim VAT a solution in a slight change to the proposed equipment had brought the costs back to the funding raised of £k54.0 by managing it as £k45.0 plus VAT., but that the FOCP were still hopeful of getting VAT back.

Cllr Moriarty queried the annual costs and was advised by Cllr Lucas that most costs (Insurance, Inspection, etc) budgeted for and that reserves would be built up through the life of the playground. Cllr Lucas also advised that the Playground build contract would be on a fixed price no additional costs basis with a six-month 10% retention clause in place to cover early damage.

Cllrs were referred to the appendices (displayed on the screen) re both ongoing costs and the diagram of the surface construction. Cllr Goodwin raised the principle of annual service costs and was advised that most Parish Council’s did not choose to pay these to the suppliers. Cllr Lucas advised that the contract was still in the negotiation stage and that FOCP were seeking Council endorsement for their chosen supplier.

Cllr Lady Kara Hawks queried if the playground would be fenced and the height and was advised would be at a height to keep “small people” in and dogs out. A member of the public queried drainage issues with the trampoline and Cllr Coombs warned that the size of the trampoline needed careful consideration as bigger sizes encouraged too many children at one go.

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Coombs; Unanimous vote in favour of appointing Creative Play as playground supplier.

A copy of the complete report can be viewed on the Parish Council Website, www.copythorne.org.uk on the Community Tab under Community Projects.

213. Agenda Item 11 – To Review and Agree Terms of NFDC Grant Funding Offer Post-Handover of Completed Children’s Playground from F.O.C.P.

The Clerk had circulated a copy of the NFDC Grant Funding Offer document to Cllrs prior to the meeting drawing attention to the critical paragraphs as follows: -

1. The works must be fully insured on the basis of full replacement cost and the Partnership Manager shall be entitled to see evidence that suitable policies of insurance are in existence.
2. The completed works will not be sold or otherwise disposed of other than at full market value and in the event of such disposal an appropriate proportion of the

proceeds (equal to the proportion of the original cost met by the funding) will be surrendered to the District Council.

3. Copythorne Parish Council agree to ensure that the play area achieves and maintains the appropriate play area accreditation to ensure that a safe and appropriate play experience is provided.

Assuring Council that the NFDC Physical Activity & Partnership Manager in charge of the terms of the grant funding was happy that the Council had already budgeted for items 1 and 3 and that item 2 was self-explanatory, the Clerk advised that the Terms be accepted.

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Coombs; Unanimous vote in favour of accepting the terms the NFDC Grant Funding Offer Post-Handover of Completed Children's Playground from F.O.C.P. The document was then duly signed by the FOCP representative and the Chair of the Parish Council.

214. Agenda Item 12 – Correspondence and Clerk's Report

The Clerk advised the following: -

Correspondence

1. Notification of Variation Premises Licence (S34) received re Bartley Lodge Hotel Lyndhurst Road, Cadnam, SO40 2NR - Variation of Premises Licence to permit, Live Music 12:00hrs to 00:00hrs Monday to Sunday. Recorded Music (background for residents) 07:00hrs to 00:00hrs Monday to Sunday. Supply of alcohol and late-night refreshment to residents and their bona fide guests 24 hours a day Monday to Sunday. To remove opening hours of premises as it is open 24 hours a day. Details attached. **No Objections raised by Councillors**
2. Reminder that the New Forest Spring Cycle Event takes place 14th/15th April 2018, will be affecting Bartley, Cadnam and Newbridge.
3. Advanced notification received from NFDC regarding road closures for the Carnival weekend dates Saturday 9th & Sunday 10th June 2018; and Fun Run Monday 11th June.
4. Next NFNPA Planning Committee Meeting will take place 9.30am Tuesday 17th April 2018. No Copythorne applications are on the agenda.
5. NFNPA NE Quadrant Meeting Notes Attached
6. Contact received from a new resident via the website regarding noise issues caused by neighbouring barking and howling dogs in Bartley. The resident explains that they are aware of environmental health at NFDC with regard to making formal nuisance complaints, but also wanted to explore a community approach/view and If the parish council has any involvement with or is familiar with the issue. Unfortunately, as a contact email address was not provided, the Clerk is unable to respond directly and advise contact with NFDC, however do Cllrs have any information or advice to add.
7. Temporary Events Notice received – Copythorne Parish Hall, 21st April 2018, Performance by Copythorne Amateur Theatrical Society, Sale of alcohol and regulated entertainment, 18:30hrs to 22:30hrs

8. Temporary Events Notice received – Copythorne Parish Hall, 28th April 2018,
Performance of a play, Sale of alcohol and regulated entertainment, 13:30hrs to 22:30hrs

Clerks Report

1. Notification received from NFDC of Changes to the way public notices are published. W.E.F 1st April 2018, these will no longer be published in the A&T, but via a company called Hampshire Media Limited. This means that from April, all NFDC statutory adverts will only be placed in a weekly free paper (The Hampshire Independent), which is distributed throughout the District via a number of outlets such as petrol stations, shops and supermarkets. The awarded supplier is currently looking at setting up more distribution points likely to include NFDC offices and willing Town and Parish Council facilities. – ***Cllrs Goodwin/Moriarty requested the following be passed to District Cllrs - Disappointment in the above was expressed by the Council on behalf of their parishioners and endorsed by a member of the public.***
2. Contact received from NFNPA Senior Tree Officer regarding the decline of tree wardens in the New Forest and that it is noticeable that few Town and Parish Councils have active tree wardens attending the Tree Councils programmes. Identifying that opportunities which may be missed without a tree warden in post could be new tree planting throughout our area. Mr Gruber has listed a number of points on the copy email attached. If members think it could be beneficial to the Parish, we could add the role to the representatives list for review and allocation in May.
3. The Clerk has received information regarding the redraft of the National Planning Policy Framework which was published on 5 March 2018 in a rather “roundabout” fashion via another Parish Council’s independent planning consultant. Consultation closes on 10 May should we wish to comment, and the Clerk can circulate electronic links to Cllrs interested in reviewing from the Council’s perspective. Responses are only being accepted via the electronic portal.
4. Northern New Forest Beat Report received.
5. Letter of thanks and appreciation for the £500.00 grant donation received from GSL, 2nd New Forest North (Stanley’s Own) Scout Group. This will be going towards building the new kitchen and loft extension.
6. Several emails have been received expressing congratulations on the Annual Parish Meeting. It has certainly been well received by the Parish with attending numbers in the region of 60. And despite being quite a long evening, many people stayed on for refreshments and were in no hurry to go home! The Clerk has already thanked on the Council’s behalf, all the presenters and the W.I. “refreshment” ladies for making the evening such a success.
7. Press Release regarding Annual Parish Meeting will appear in this weekend’s Advertiser & Times. The Clerk has agreed a separate press release for the Logo Competition for the 20th April edition with the press desk.
8. The Clerk will be starting the annual Internal Audit on Friday 13th April.

215. Agenda Item 13 – Chairman’s Report

The Chair reported that Mr Farmers had offered to co-ordinate installation of the commemorative bench between the Royal British Legion/St Mary’s Church and the Parish Council and asked for Cllrs to volunteer to attend the meeting. Mr Farmers aim was to have the bench in place for dedication on Armed Forces Day 30th June.

216. Agenda Item 14 – Councillors Reports

Cllr Moriarty reported the beat surgery at Bartley P.O. had been dropped due to lack of attendance

Cllr Goodwin reported that the HCC Highways report a problem site wasn’t working well.

Cllr Coombs reported there was a problem with the Councillors page on the website.

217. – Agenda Item 15 - Agenda Items for the Next Meeting

Year-End budget reporting

Grant Application

218 - Agenda Item 16 – To Confirm the date of the next meeting – Tuesday 8th April 2018 at Copythorne Parish Hall (Rear Extension)

Confirmed

In the absence of any other business the Chairman thanked those present for attending and closed the meeting at 9.00 pm

Chairman _____

Date _____