

MINUTES OF A MEETING OF COPYTHORNE PARISH COUNCIL HELD AT 7.00 PM ON TUESDAY 28 FEBRUARY 2017 AT COPYTHORNE PARISH HALL (REAR EXTENSION)

Present: Councillor Joe Reilly (Chairman), Councillor Simon Lucas (Vice Chairman), Councillors Lady Kara Hawks; John Goodwin; Steve Herra and Mike Moriarty.

Also In Attendance: District Councillors Diane Andrews and Derek Tipp
20 members of the public.

Clerk to the Council: Mrs Susan Brayley

452. Agenda Item 1 – Apologies for Absence

Apologies for absence were received from Parish Councillor Sarah Coombs, County Councillors Keith Mans; Edward Heron and District Councillor Les Puttock.

453. Agenda Item 2 – Declarations of Interest

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. There were no declarations of interest in Agenda items.

454. Agenda Item 3 - County Council matters

No reports received.

455. Agenda Item 4 – District Council matters

District Councillor Diane advised of the NFDC new strategy of investing in Commercial Property to assist with business regeneration as well as supplementing income levels. Cllr Andrews also advised she is available to all Copythorne residents and her contact details were available on the NFDC website. District Councillor Derek Tipp advised of the small District Council Tax increase of just 3.2% on a Band D property despite a reduction of £m1.6 decrease in the Central Government Grant (19%) and that there had been a £m 18.3 reduction in this grant since 2010. The Chair thanked both Cllr Tipp and Andrews for their grant funding to the Playground Project.

456. Agenda Item 5 - Public Participation in Respect of Planning Related Matters

The Chairman invited members of the public to ask questions or make statements/representations regarding the planning related matters listed below and to do so as the applications were brought forward for consideration.

457. Agenda Item 6 - Planning Matters

7(a) New Planning Applications

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

Planning application No 17/ 00049 – 3 Barleycorn Walk, Cadnam

Conservatory

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Herra; Unanimous vote in favour of:-

Response 5 - We are happy to accept the decision reached by the National Park Authority's Officers under their delegated powers.

Planning application No 17/ 00041 – The Haywain, Southampton Road, Cadnam
Retention of 1no externally illuminated fascia sign

The Council heard representation from a neighbouring resident concerning the impact of the large free standing sign by the property, Cllr Goodwin advised this was not the sign indicated in the application which was on the front of the building – the following was agreed.

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Herra; Unanimous vote in favour of:-
Response 3 – We recommend PERMISSION, for the reasons listed below. *

- The sign is appropriate to the building;
- However the freestanding sign located on Southampton Road is causing light pollution and is having a severe impact on residents sited in Oakfield Road as is not being switched off out of hours.

Planning application No 17/ 00016 - Copythorne Lodge Farm, Romsey Road, Copythorne
Conversion of barn to agricultural worker's dwelling

The Council heard representation from both the applicant and an agent on behalf of some neighbouring residents. It was explained that the Cllrs were unable to decide as they did not have the expertise to do so, the following was agreed.

RESOLVED: Proposed Cllr Moriarty; Seconded Cllr Lucas; Unanimous vote in favour of:-
Response 5 - We are happy to accept the decision reached by the National Park Authority's Officers under their delegated powers.

Planning application No 17/00037 - Riverside Yard, Romsey Road, Ower
Replacement barn; demolition of existing storage units; removal of storage containers

RESOLVED: Proposed Cllr Herra; Seconded Cllr Goodwin; Unanimous vote in favour of:-
Response 3 - We recommend PERMISSION, for the reasons listed below. *

- Is needed.

Planning application No 17/00037 - Alverstone, Barrow Hill Road, Copythorne
Application for Certificate of Lawful Development for proposed single storey rear extension and alterations to fenestration – No Decision Required

Planning application No 17/00115 - Southcote, Southampton Road, Cadnam
Replacement porch; roof alterations to facilitate additional rear first floor accommodation; external alterations

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Herra; Unanimous vote in favour of:-
Response 3 - We recommend PERMISSION, for the reasons listed below. *

- Is within policy

Planning application No 17/00080 - Bronzewood, Shepherds Road, Cadnam
Removal of existing external chimney; new chimney; replacement garage with decking

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Herra; Unanimous vote in favour of:-
Response 3 - We recommend PERMISSION, for the reasons listed below. *

- Has no impact.

Planning application No 17/00079 - Sarum House, Southampton Road, Cadnam
Conservatory

It was noted that the Conservation Officer had lodged an objection with regard to the application.

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Herra; Unanimous vote in favour of:-
Response 4 - We recommend REFUSAL, for the reasons listed below. *

- Is not in keeping with Conservation Area Status

Planning application No 17/00066 - 12 Romsey Road, Ower
Retention of outbuilding

The Council heard representation from the applicant explaining the background to this retrospective application.

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Herra; Unanimous vote in favour of:-
Response 3 - We recommend PERMISSION, for the reasons listed below. *

- Is appropriate and an improvement to site

Planning application No 17/00132 - Sandys, Pollards Moor Road, Copythorne
Detached garage

RESOLVED: Proposed Cllr Herra; Seconded Cllr Goodwin; Unanimous vote in favour of:-
Response 1. We recommend PERMISSION, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.

Planning application No 17/00116 - Foxwood Cottage, Newbridge Road, Cadnam
Outbuilding; removal of 2no outbuildings

RESOLVED: Proposed Cllr Lucas; Seconded Cllr Herra; Unanimous vote in favour of:-
Response 3 - We recommend PERMISSION, for the reasons listed below. *

- Has no impact.

Planning application No 17/00114 - Land at Duck Hill Farm, Newbridge

Certificate of Lawful Development for continued siting of a residential caravan – No Decision Required

7(b) Tree Work Applications

TPO/17/0180 – Toledo, Winsor Road, Winsor
Prune 1 x Willow Tree

RESOLVED: Unanimous vote in favour of:- Leave decision to Tree Officer.

7(c - h) Planning Decisions; Enforcement and other Planning Matters

The Clerk advised the meeting of the latest status of Planning; Tree Work; Appeals and Enforcement information received from the Planning Authorities. See *Schedule attached as appendix A*.

458. Agenda Item 10 – Affordable Housing

Due to the interest expressed by the attending members of the public, the Chair brought this item forward.

Vice Chairman Simon Lucas gave a brief presentation regarding the updated report put up on the website from the information supplied from Hampshire Alliance for Rural Affordable Housing (HARAH) and English Rural Housing Association (ERHA).

Cllr Herra raised a number of issues regarding the online report, which are as follows:-

- The voting form to contain a box in similar size to those for the three sites to state I do/do not support any affordable housing within Copythorne.
- Confirmation who or which organisation will be conducting the independent analysis of the voting forms. This cannot possibly be Katherine Kirkham from HARAH as currently stated on the existing form. This needs to be agreed by the Council.
- Site 12 - originally Chinham Road, now it appears to be Chinham Road/Southampton Road. The Council have never agreed this site to be extended into the next field.
- Site 12 – there is mention of flood risk of this site. Land Registry have this listed as MEDIUM risk.
- Site 12 – there is no mention of this being in the Conservation Area.
- No email communications have been received by those on the distribution list who had expressed a wish to receive all updates regarding Affordable(Social) Housing.
- On December 1st 2016, The Parish Council Chairman confirmed that 99% of costs associated with Affordable(Social) Housing would come from HARAH not the Parish Council.
- There is no mention of the Public Debate which was promised by the Lead of the Working Group.

Cllr Goodwin also raised a number of issues which are as follows:-

- As it was confirmed that there will be no shared ownership type affordable housing on any development ALL references/comments related to shared ownership will be removed to avoid misunderstandings/confusion. References are made in the opening 2nd paragraph as well as within “How to register for affordable housing – Shared ownership” and the last bullet point of “What will happen next”.
- There should be something in the introduction on this sheet to explain and introduce the need for one “for sale” unit for each development of 7 or 8 houses being the only way a development will now be viable due to loss of central government funding/grants. The total number of units built will remain as 15.
- It should be noted that this “for sale” unit is not to enhance the land value paid to the land owner.
- Steve Herra’s comments on a box to enable question 1 “Would you support a development of affordable housing in Copythorne for local people?” should be introduced.

- All site plans etc. should be amended to remove the aberration of Site 12 (Chicken farm – Chinham Road) being potentially available for an alternative development off and adjacent to the (A336 Southampton Road).
- The flood risk and conservation area status of site 12 should be added. It should be noted that the arrowed “collects” line shown, on the site plan, immediately adjoining the south western boundary of Site 12 is a designated Main River. Many properties (9) in Chinham Road and Shepherd’s Road received flood grants because they were flooded internally in Winter/New Year 2013/14 More details are available if required!
- With reference to Site 1B Uncle Tom’s Cabin it is suggested, to avoid Romsey Road resident’s adverse comments, that a more open comment is made concerning the flood risk. For general information a designated Main River is located along the section of Romsey to the front of this and other properties. A property nearby received a flood grant because they were flooded internally. More details are available if required!
- The drop-in event on 30th March is cancelled & revised details will be presented for discussion at the Parish Meeting on Tuesday 14th March.

Members of the public also raised several concerns, all of which are covered in the points listed by Cllrs Herra and Goodwin, however the main areas can be summarised as

- The extension of the size of site 12, without consultation.
- The lack of recognition re flood risk.
- The revision of funding requirements without consultation.
- That the voting forms include an option for “do/do not” support any affordable housing within Copythorne.
- That an inaccurate and misleading report had been placed in the public domain (website).

Cllr Lucas collated all the points raised and it was suggested that the Annual Meeting on the 14th March, be used as a platform for further discussion. It was also agreed that the report be removed from the website.

The Clerk observed the report should not have been put in the Public Domain until it had been circulated to all members of the Council and that this would be a requirement for items regarding Affordable Housing and any other projects the Council brought forward.

RESOLVED: Proposed Affordable Housing in Copythorne be placed on the 14th March 2017 Annual Meeting Agenda. All reports must be circulated to all members of the Council for comment before being made available to the Public via the website.

n.b. Due to the length of the meeting, Standing Orders were suspended at 9.00pm, during the discussion on this item.

459. Agenda Item 8 – Approval of Minutes

RESOLVED: Cllr Lady Kara Hawks advised she had sent her apologies as being unable to attend the meeting, item 431, apologies were duly amended to record this, the minutes of the Parish Council meeting held on 24th January 2017 were then signed as a true and accurate record.

460. Agenda Item 9 – Matters Arising

None.

461. Agenda Item 11 - Correspondence

Deferred due to length of meeting.

462. Agenda Item 12 - Financial Matters

(a) Expenditure

The Clerk presented the monthly financial statement, together with details of proposed payments. It was agreed that the statement be received and the following payments were authorised:

Cheques requiring endorsement

<i>Cheque no</i>	Net	VAT	Total
None	0.00	0.00	0.00

Income received since last meeting to current account

Details	0.00	0.00	0.00
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None

Total	0.00	0.00	0.00
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Income received since last meeting to deposit account

Details	0.00	0.00	0.00
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None

Total	0.00	0.00	0.00
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New payments by cheque

<i>Cheque no</i>				
Chq No	CPRE	36.00	0.00	36.00
501076	<i>Annual Subscription 1/3/15 - 28/2/18</i>			
Chq No	TLC Online	90.00	0.00	90.00
501077	<i>Website Maintenance Jan- Mar 2017</i>			
Chq No	Clerk's Salary & Expenses	531.81	0.00	531.81
501078	<i>To 24th Feb 2017</i>			
Chq No	Locum Clerk's Salary & Expenses	248.09	0.00	248.09
501079	<i>20th to 28th Feb 2017</i>			
Chq No	Stanley's Own Magazine	138.00	0.00	138.00
501080	<i>Additional Articles</i>			
Chq No	HALC	15.00	3.00	18.00
501081	<i>Transparency Code Trng (MHW)</i>			

Total Cheque payments	1058.90	3.00	1061.90
New payments by direct debit			
16/01/2017 BT Business (023 8081 1573 Woodlands)	29.74	5.95	35.69
27/01/2017 BT Business (Ex Clerk)	42.49	0.00	42.49
Total payments by Direct Debit	72.23	5.95	78.18

(b) To receive the monthly budget monitoring report

The monthly budget monitoring report was received as follows:

		<i>Current A/c</i>	<i>Deposit A/c</i>
	Opening Balance	3750.61	19622.93
	New income	0.00	0.00
	Sub-total	3750.61	19622.93
less	Uncleared cheques	2010.63	0.00
	Sub-total	1739.98	19622.93
less	Payments to be made	1140.08	0.00
	Closing Balance	599.90	19622.93
	Transfer(s):		
	Now*	0.00	0.00
	In 14 days*	0.00	0.00
	Balances at date of meeting	599.90	19622.93
	Balances at date of meeting	599.90	19622.93

*from 14-day Account to Current Account

463. Agenda Item 13 – Community Speedwatch

No report received

464. Agenda Item 14 – Website

Item deferred due to length of meeting

465. Agenda Item 15 – To discuss electronic distribution of documents.

The Clerk advised the meeting of the postal costs and time involved in mailing the agenda / summons; draft Minutes; background papers and Planning Application documents to all Cllrs, and also of the changes to legislation to permit electronic mailing of these documents.

Resolved: Cllrs Reilly; Lucas; Herra and Goodwin to receive Agenda papers and planning application details via electronic mail, Cllrs Lady Kara Hawks and Mike Moriarty to continue to receive via postal delivery.

466. Agenda Item 16 – Discuss proposed revisions to Agenda format

The Clerk advised the meeting that the current format was too detailed and did not allow for publication of key items such as Planning applications. The one page Agenda format used by other Parish Councils was discussed and universally welcomed. The Clerk also suggested that different coloured paper should be used to highlight the Agenda on the Parish Council notice boards.

Resolved: Clerk to revise agenda and include notification of Planning / Tree Work applications with effect from the next Council meeting agenda. The public notice agendas for notice boards to be printed on coloured paper to engage attention.

467. Agenda Item 17 – Discuss items for Parish Meeting

It had already been agreed that a presentation on Affordable Housing in the Parish would be the principle item and that the Clerk would approach both the English Rural Housing Association representative and the NFDC Enabling Officer to see if they would attend. County and District Cllrs would also be approached to give reports.

468: Agenda Item 18 - Redundant Telephone Boxes

Deferred due to length of meeting.

469 – Agenda Item 19 - Pending Matters

Clerk advised most existing appeared to have been resolved. Was agreed to review at next meeting

470. Agenda Item 20 - Delegates' Reports

There were no Delegates' Reports.

471. Agenda Item 21 - Members' Reports

There were no Members' Reports.

472. Agenda Item 22 – Items for Future Meetings

Decision to be taken on the six month trial of one meeting per month

In the absence of any other business the Chairman thanked those present for attending and closed the meeting at 9.50 pm

Chairman _____

Date _____