

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

Present: Councillor Joe Reilly (Chairman), Councillor Simon Lucas (Vice Chairman), Councillors Lady Kara Hawks; Sarah Coombs; John Goodwin; Steve Herra and Mike Moriarty.
Also in Attendance: County Councillor Edward Heron and District Councillor Les Puttock.
10 members of the public.

Clerk to the Council: Mrs Susan Brayley

473. Agenda Item 1 – Apologies for Absence

Apologies for absence were received from County Councillors Keith Mans; District Councillors Diane Andrews and Derek Tipp

474. 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.

475. Agenda Item 3 – County and District Councillor Reports

County Cllr Heron observed that as County Cllr Mans had provided a report concerning HCC finances and Council Tax increases for the Annual Parish Meeting, he would not repeat this. He then advised the meeting that a new Highways Contractor, SCANSA had been appointed and would take over from the existing Contractor, Ameys in August. Cllr Heron also advised they were a Scandinavian Company and who had impressed with their competency with Sub Contract work done on the M25 and would be working with the local community and the Lengthsman scheme.

Cllr Goodwin queried the continuance of the Lengthsman scheme and funding and was assured by Cllr Heron that the Lengthsman scheme was viewed as very cost effective and budget would remain at £1,000 per year. Cllr Heron also advised that more Parish Council management schemes with HCC funding were also being considered as more efficient use of funds and better priority assignment.

Cllr Herra queried the new Contractor's experience in the UK and the problems of the British weather, Cllr Heron assured of their competency and stated they were also aware of the special concerns re the NFNP and surrounding districts.

The Chair thanked Cllr Heron for his report and also his £2,500 grant allocation that had now been passed to the "Friends of Copythorne Playground" organisation.

District Cllr Puttock mentioned the increases in Council Tax, advising that this was mostly to cover the increased costs for Adult Social Care.

Cllr Puttock also advised he had arranged a £400 grant allocation from his budget for the Copythorne Playground Project. Cllr Puttock stated his support for the project, advising that the Netley Marsh Playground which was already up and running, would open officially on the 4th April 2017. He also praised the provision of Adult Outdoor Fitness Equipment at Netley Marsh.

The Chair thanked Cllr Puttock for the £400 allocation.

Cllr Moriarty raised the issue of the change in the NFDC refuse collection times and the removal of local recycle bins services. Pointing out that the recycle bins had taken shredded paper,

whilst the kerbside collections did not, he also stated that the few recycle bins left (sighted at Supermarkets) were constantly spilling over.

Cllr Puttock agreed citing the recent local press coverage concerning NFDC residents' confusion and stating the NFDC needed to improve their information output.

County Cllr Heron gave his apologies and then left the meeting.

476. Agenda Item 5 - Public Session for Items on the Agenda

The Chairman invited members of the public to ask questions or make statements/representations regarding items on the Agenda.

A member of the public raised the issue of problems caused to residents by the poor and inconsiderate "school run" parking.

Cllr Herra agreed, reminding the meeting of the amount of time and effort put in by Cllrs to achieve the waiting / parking restrictions now in place. Observing that the worst times were 2.30 – 3.30pm and that the restrictions were regularly ignored, resulting in several near miss accidents had been witnessed including one that would have been fatal, he asked Cllr Puttock if he could raise with the NFDC. Cllr Puttock agreed that school parking was a major problem throughout the NFDC.

It was agreed that the Clerk would write to the NFDC to once again raise the issue with copies to Cllr Heron (District Cllr Portfolio holder for Planning and Transport) and PCSO Williams.

Action Parish Clerk

A member of the public stated that the opinion that the proposed Affordable Housing Scheme would increase the parking issues.

A member of the public stated their opposition to the proposed sale of one of the Affordable Houses to assist with the funding of the others.

A member of the public advised the meeting of involvement in trying to resolve the issue of parking on the verge/footpath on Southampton Road of vehicles tied into Cadnam Garage. Reporting that post a meeting with Julian Lewis in June 2016, she had been contacted by phone by the secretary of Mr Tim Lawton, HCC Highways Manager at the Jacobs Gutter Lane, Totton Depot, listing the improvements/ restrictions that HCC would be putting in place to deal with the issue with work starting at the end of July. As work had not commenced by the end of October, the member of the public had written to Mr Lawton in early November asking if the work had been postponed until the spring, but had not, to date, received a reply.

All the Cllrs agreed this was unacceptable and Cllr Goodwin suggested the Clerk write to County Cllr Heron concerning the Highways Manager's lack of response. **Action Parish Clerk**

A member of the public asked if the Clerk had managed to obtain information regarding a Parish Poll raised at the Annual Parish Meeting. The Clerk advised she had just received a response from the NFDC Democratic Services Manager and that the key points were: - no polling cards were issued to every household, costs were likely to be £1,000 to £1,500 and that the results were not binding on the Council. Further information was being sought and that the all the information would be published on the website once that had been clarified.

A member of the public queried the status of the previous months planning application for a sign at the Haywain PH and was advised was with the Planning Officers for decision.

477. Agenda Item 6 - Planning Applications; TPO's and Similar.

7(a) New Planning Applications

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

Planning application No 17/00114 – Land at Duck Farm, Newbridge, Cadnam

Application for a Certificate of Lawful Development for continued siting of a residential caravan.
Lawful Development - For Information Only - No Response Required.

Planning application No 17/00125 - Knightwood, 6 Oakfield Road, Bartley, Conservatory

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Coombs; Unanimous vote in favour of: -
Response 3 – We recommend PERMISSION.

Planning application No 17/ 00138 - Gardenia, Winsor Road, Winsor Replacement dwelling

Cllr Goodwin reported had visited site and couldn't see any problems with the application.

RESOLVED: Proposed Cllr Coombs; Seconded Cllr Herra; Unanimous vote in favour of: -
Response 3 – We recommend PERMISSION.

Planning application No 17/00182 - Land at Uncle Tom's Cabin, Romsey Road, Cadnam,

Determination as to whether Prior Approval is required for the siting and appearance of 1 No. new 21m high lattice mast; 3 No. antennas; 2 No. Dishes; 2 No. equipment cabinets and associated works.

RESOLVED: Proposed Cllr Goodwin; Seconded Cllr Herra; Majority vote with one abstention, in favour of: -

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

Tree Work Applications

The following Tree Work Applications were for consultation only: -

Field Off Kewlake Lane, Kewlake Lane, Cadnam - Fell 2 x Ash trees; (Arboricultural maintenance)

CASA MIA, Winsor Road, Winsor, - Fell 1 x Eucalyptus tree; Potential direct damage to structures.

478. Agenda Item 7 – Planning; Enforcement and Tree Work Decisions and Updates

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

Appendix 1

District Cllr Puttock gave his apologies and then left the meeting.

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

The draft minutes, which had been circulated to members prior to the meeting were agreed.

RESOLVED:

480. Agenda Item 8 – To Receive and Agree Monthly Payment Schedule and Monitoring Report

The Clerk advised that the letter requesting a transfer from the deposit account to the current account had been submitted early March, however no confirmation had been received from the bank that it had been actioned. Cllrs expressed their dissatisfaction with the service received from the current Bank and requested the Clerk investigate alternative providers.

Action Parish Clerk

Financial Summary as follows: -

COPYTHORNE PARISH COUNCIL

28 March 2017

FINANCE MATTERS

Cheques requiring endorsement

<i>Cheque no</i> *501082	Net	VAT	Total
Friends Copythorne Playground (CCllr Grant)	2500.00	0.00	2500.00

Income received since last meeting to current account

Details	3250.00	0.00	3250.00
County/District Cllr Grants - Playground			

Total	3250.00	0.00	3250.00
--------------	----------------	-------------	----------------

Income received since last meeting to deposit account

Details	0.00	0.00	0.00
None			

Total	0.00	0.00	0.00
--------------	-------------	-------------	-------------

New payments by cheque

<i>Cheque no</i>			
Chq No	Friends Copythorne Playground	2500.00	0.00
*501082	CCllr Heron Grant		
Chq No	Hordle Parish Council	15.92	3.18
501083	<i>Cllr Name Plates</i>		
Chq No	Locum Clerk's Salary & Expenses	752.84	3.08
501084	<i>Mar-17</i>		

Total Cheque payments	3268.76	6.26	3275.02
------------------------------	----------------	-------------	----------------

New payments by direct debit

15/02/2017	BT Business (023 8081 1573 Woodlands)	30.27	7.57	37.84
27/01/2017	BT Business (Parish Hall Broadband)	64.80	0.00	64.80

Total payments by Direct Debit

95.07 7.57 102.64

Financial Summary at date of meeting

		<i>Current A/c</i>	<i>Deposit A/c</i>	
Bank A/C	Opening Balance	3750.61	19622.93	<i>31st Jan 2017</i>
less	Cleared Cheques	1337.00		
less	Direct Debits	102.64		
plus	New income	3250.00	0.00	
	Sub-total	5560.97	19622.93	
less	Uncleared cheques	1735.53	0.00	
	Sub-total	3825.44	19622.93	
less	New payments by cheque	3275.02	0.00	
	Closing Balance	550.42	19622.93	
	Transfer(s):			
	Now*	2000.00	2000.00	<i>Requested</i>
	In 14 days*	0.00	0.00	<i>5th Mar2017</i>
	Balances at date of meeting	2550.42	17622.93	

*from 14-day Account to Current Account

481. Agenda Item 9 – To Receive an Update on Potential New Grant Funding Streams for Affordable Housing – Cllr Lucas

Cllr Lucas advised he had met with the NFDC Enabling Officer concerning this and been advised was to help with feasibility Consultancy fees and not for Capital Projects, however other funding had been identified. He had also met with District Cllr Andrews and a meeting of the Working Party members and Cllr Andrews with the NFNPA Officers had been requested hopefully before the next PC meeting on the 25th April 2017.

Cllr Lucas also reported he had been in contact with the Council website provider re improvements to the presentation of Affordable Housing data on the site and that this had been delayed due to one of the website team being hospitalised.

Cllrs Herra and Goodwin queried how all the information obtained could be made available, including the results of the meeting with the NFNPA, before the April meeting.

The Clerk stated that the item would only be included on the Agenda if there was sufficient time for reports to be circulated all Council members for comment, prior to being placed on the website.

Cllr Herra stated there also needed to be sufficient time allowed on the Agenda for debate. Cllr Hawks and Herra raised concerns re timing and the impact of the Easter holidays made inclusion on the next agenda unviable. Cllr Goodwin supported this. Cllr Moriarty pointed out that members of the public in were in attendance as they had an interest in the topic, the Council had a two-year history of moving dates and sending out incorrect information which needed to be addressed.

It was agreed that it was unrealistic to include on the 25th April meeting and the Clerk stated that due to the amount of Governance content required to be actioned at the May (Annual) meeting as the first of the Council year insufficient time would be available for it then.

It was agreed that Affordable Housing item would be included on the June agenda as this should allow sufficient time to make the reports available.

482. Agenda Item 10 – To make a decision on success of trial period of one meeting per month

Members considered that one meeting a month would generally be sufficient.

Resolved: Proposed Cllr Goodwin; Seconded Cllr Herra; 6 v 1 majority vote in favour of: - Permanent move to one meeting per month.

483. Agenda Item 11 – Correspondence and Clerk's Report

The Clerk advised the following: -

Correspondence

1. Further correspondence received re parking issues concerning Southampton Road Cadnam – previous Clerk did visit and pass information to Police, very little more PC can do apart from pass to District Council as they have devolved parking enforcement responsibilities.
2. Email received re non-removal of old mobile mast at Vodafone site alongside Romsey road. Recommend referral to Planning Enforcement, advice to contact them directly in future and to pass on address with correspondent's permission.
3. Email received from Jonathan Bambridge (HCC Highways) re correction to siting of milestone near Copythorne Church; could a Cllr volunteer to meet him to ensure is positioned correctly this time please. *Cllr Herra volunteered to cover this request. Clerk to email Jonathan Bambridge with Cllr Herra's contact details.* **Action Clerk**
4. Invitation received from Friends of the New Forest (aka New Forest Association), inviting all to a special members' event on Sat 22nd April. Any interest please let the Clerk know.

Clerks Report

1. Notification received from HCC, The Small Grants Scheme has a budget of £47,550 for 2017, to help fund projects to improve countryside paths and encourage people to explore more of the local countryside.
The next closing dates to the Scheme are: 24 April; 24 July; 27 October; 22 January,

Cllrs to please put forward any suggestions to the Clerk. – *Cllr Goodwin suggested improving access to one of the footpaths by providing appropriate gates rather than the current stiles; Cllr Herra Seconded Cllr Goodwin's suggestion. Clerk requested that Cllr Goodwin email her with the details so that can be submitted to HC. **Action Cllr Goodwin***

2. Advanced notice received Cycling Events on 8th and 9th April organised by U.K. Cycling Events. The route does include Ower. There is more detailed information available if required.
3. Beat Report from PCSO 14495 Richard Williams for February 2017 received.
4. The New Forest National Park Authority has issued a 'Call for Brownfield Sites', running from **22 February to 5 April 2017**. The 'Call for Brownfield Sites' will be used to support: the preparation of the *New Forest National Park Local Plan Review 2016-2036*; and the preparation of a future 'Brownfield Register' which the Government will introduce as a requirement on local planning authorities. *Cllr Moriarty queried whether the granting permission to the installation of Solar Panels on fields turned them into brownfield sites once the panels were removed. Cllr Goodwin observed it was a question for the NFNPA Planning Officers.*
5. Temporary Events Notice received re 2nd New Forest North Scouts Headquarters, Charles King Hall, Romsey Road, Copythorne, 10/06/2017 11:00:00 to 14/06/2017 22:00:00; 70th Carnival, Steam & Vintage Rally & Fun Run; Sale of alcohol, regulated entertainment and late night refreshment.

484. Agenda Item 12 – Chairman's Report

The Chair advised the members of the sad news that Sally Arnold had passed away and read the letter of condolence sent on behalf of the Council, to her husband Roy
The Chair also advised he had attended the Lyndhurst Parish Council Annual Meeting, which he had found a good informative sociable and informative meeting.

485. Agenda Item 13 – Councillors Reports

Cllr Goodwin advised the Parish Hall Defibrillator was due to fitted that week; Queried if the missing waste bin was going to be replaced – *Clerk advised NFDC had been notified but would email a reminder.* And that he had attended the HALC Annual Conference on the 22nd March.

Cllr Coombs queried the progress of posts outside the Church, Cllr Goodwin offered to follow up and assist with Grant Applications as necessary. **Action Cllr Goodwin**

Cllr Herra asked what were the plans for the adopted Telephone Box in Pound Lane and reported receiving requests for a waste bin to be sited at the entrance to the Parish Hall. Clerk to contact District Cllr Andrews to assist with request to NFDC **Action Parish Clerk**

486 – Agenda Item 14 - Agenda Items for the Next Meeting

- Footpaths
- Use / Upkeep of adopted Red Telephone Boxes

487. Agenda Item 15 – To Confirm the date of the next meeting – 25th April 2017 at Copythorne Parish Hall (Rear Extension)

Confirmed

488. Agenda Item 16 – Closed Session to Consider Staffing Issues

The Cllrs considered and agreed alterations to Clerk/RFO's proposed contract.

Received a report of concerns identified by the Clerk, and gave her their full support in resolving these in a sensible time frame.

Internal Auditor Appointment – Proposed Cllr Coombs; Seconded Cllr Herra; Unanimously agreed that Mr T.J Light, (FMAAT) be appointed as Internal Auditor to the Council.

In the absence of any other business the Chairman thanked those present for attending and closed the meeting at 9.45 pm

Chairman _____

Date _____