

COPYTHORNE PARISH COUNCIL
Copythorne Parish Hall – 9 June 2015
(7.00 p.m. – 8.54 p.m.)

PRESENT: Councillor J Goodwin (Chairman); Councillors Coombs, Herra and Reilly
 Apologies for absence were received from Councillors Lady Kara Hawks and Moriarty

20. PLANNING MATTERS

New applications: Members agreed the following responses to current applications:

- 15/00359 Land rear of Oak Tree Farm, Cadnam Lane, Cadnam (Stables). Object (2)
- 15/00377 Royal British Legion Hall, Winsor Road, Winsor (Single storey extension (demolition of existing)). Support (3)
- 15/00390 (Cs) 122668 (Vf) 3854, Romsey Road (Replacement 22.75m high mast; 6 no new antennas; 2 no 300mm dish antennas; associated works). Support (3)
- 15/00408 The Barn, Old Romsey Road, Cadnam (Determination as to whether Prior Approval is required for proposed Change of Use of office building (Use Class B1(a) to dwelling (Use Class C3)). Object (4)
- 15/00356 Paultons Park, Ower (Determination as to whether Prior Approval is required for the installation, alteration or replacement of other solar photovoltaic equipment on the roofs of non-domestic buildings up to a capacity of 1 Megawatt subject to certain limitations). Support (3)
(The applicant spoke in support of the application)
- 15/00364 Land at Dormers, Southampton Road, Cadnam (Application for a Certificate of Lawful Development for continued siting of two caravans as ancillary accommodation). (5)
- 15/10696 Co-op Service Station, Romsey Road, Ower (Raise height of store; new roof; access doors; concrete ramp). Support (3)

Application 15/00300 (Wigley Cottage, Romsey Road, Ower – retention of outbuilding): This application was being referred to Committee on 15 June as the officer recommendation for permission was contrary to the Parish Council view. The Chairman would be speaking against the application.

Decisions: Members noted recent decisions as shown in the list accompanying the agenda (appendix 1 in the minute book).

Enforcement: Members noted the June schedules showing enforcement action in the National Park. The Clerk also circulated an e-mail from NFDC Environmental Health showing action taken to contain the noise problems at Ower Shooting Ground, Ower.

National Park Management Plan update for 2015-20: Members noted the revised draft of this document which had a closing date for comments of 22 June 2015. The Chairman would review the draft and agree any comments with members before submission.

21. FINANCE MATTERS

2014/15 accounts: Members received an internal audit report and accompanying letter from John Murray confirming that the 2014/15 accounts were in order. The Annual Return and Governance Statement would now be submitted to the external auditor, BDO.

Expenditure: The Clerk presented a financial statement, together with details of proposed payments. Agreed, that the statement be received and the following payments authorised:

Cheque no		
981	J K Murray (Internal audit fee, 2014/15)	£130.00
982	Kevin Bennett (Lengthsman payment – Wellow PC)	£120.00

Cheque signatories: Members reviewed cheque signatory arrangements following the recent elections. In view of the onerous procedures it was agreed to limit signatories to re-elected members, namely Councillors Goodwin, Lady Kara Hawks, Moriarty and Reilly. The requirement would thus be any two signatures from these four members. The Council's Financial Risk Policy would be amended accordingly.

Insurance policy: Members noted a requirement of the Council's insurers for inspection of the play equipment (owned by the Copythorne Community Group) at the Parish Hall to be inspected on a weekly basis. Agreed, Councillor Coombs to undertake the inspections and that the Council's Financial Risk Policy be amended accordingly.

22. CLERK TO THE COUNCIL

The Clerk reported that he would shortly be retiring from his post and presented draft documentation for recruitment of a successor. The target date for a new appointment was 1 September, with the current Clerk overlapping until at least 1 October. However, the dates were flexible.

Members agreed the following:

- (1) That the Job Description and Person Specification circulated in advance of the meeting be approved;
- (2) That the job advertisement be approved as circulated, for publication in the Romsey Advertiser, Lymington Times and Stanleys Own, on the HALC and Parish Council websites, and with Neighbourhood Watch Co-ordinators;
- (3) That job applications be received by the current Clerk;
- (4) That a panel of three members be formed, comprising Councillors Goodwin, Herra and Reilly, with the following express delegated powers:
 - to consider applications and prepare a short-list;
 - to carry out interviews and make an appointment;
 - to agree contract terms for the new Clerk (draft contract to be circulated to all members in advance for comment);
 - to make any other necessary decisions on matters related to the new Clerk appointment
- (5) That the current Clerk inform the successful applicant and send the Final Offer, subject to references.

23. NEW FOREST NATIONAL PARK ELECTIONS

Nominations for the appointment of parish representatives on the National Park Authority had now closed. Sally Arnold was the only nomination in the North East Quadrant and had therefore been elected unopposed. In the North West Quadrant, John Sangar had been elected unopposed but there would be contests in the South East and South West Quadrants.

24. PARISH COUNCIL MEETINGS IN AUGUST

The Parish Hall would be closed during August for installation of a new floor and would therefore be unavailable for the 11 and 25 August Planning meetings. It was agreed to enquire about alternative accommodation at the Scout Hut, Royal British Legion Hall, Bartley Junior School and Bartley Tin Church.

25. SPLITWIND POND

The Chairman had had discussions with Alex Catt concerning a planning application for signing of Splitwind Pond and about future pond maintenance arrangements. A report would be presented to the 23 June Council meeting.

CHAIRMAN _____ **DATE** _____