

**COPYTHORNE PARISH COUNCIL**  
**Copythorne Parish Hall – 26 June 2012**  
**(7.00 p.m. – 9.45 p.m.)**

**PRESENT:** Councillor S Bullen-Jarvis (Chairman); Councillors J Goodwin, G James, M Moriarty and J Reilly  
 New Forest District Council: Councillors L Puttock  
 Hampshire County Council: Councillor K Mans  
 Apologies for absence were received from Councillors Lady Kara Hawks, Heron, Andrews and Tipp

**22. MINUTES**

The minutes of the meetings held on 22 May and 12 June 2012 were approved by the Council and signed by the Chairman.

**23. MATTERS ARISING**

*Re-tendering of subsidised bus services:* Further to minute 18, Colin Wright of HCC advised that the obstacle to unification of services 10 and 11 was the length of time the bus lays over at Cadnam between journeys. However, the Council's comments would be noted for the future.

*First Responders:* Sylvie Atkinson had confirmed her willingness to carry out First Responder training in the community once she completed her own training. Members agreed to consider possible Parish Council funding for this in due course. Enquiries would need to be made separately about basic first aid training for the public.

**24. COUNTY COUNCILLOR MATTERS**

*Councillor Mans* reported on the following:

- his devolved grant budget, which might increase in the current financial year
- HCC's achievement in meeting its budget aims. In the longer term they would prioritise capital projects that didn't carry revenue costs and sell services externally in those areas where they had particular expertise
- his support for the Parish Council in the matter of the Copperfield site

In response to Councillor Moriarty's query about the use of reserves, Councillor Mans explained that a sum had been set aside for dealing with claims for equality pay, the period for which had now been extended. Nevertheless, there was likely to be a favourable balance and HCC would therefore review the position to see if any reserves could be released. The review would also consider the possibility of reducing borrowings.

**25. DISTRICT COUNCIL MATTERS**

*Councillor Puttock* report on:

- the Olympic Torch procession through the New Forest on Saturday 14 July
- the possible visit of Her Majesty the Queen to the New Forest Show on 25 July
- his concern about various Government initiatives, particularly those that would impact on the Council's budget and ultimately the Council Tax

## **26. CORRESPONDENCE**

*Changes to the Financing of Local Councils:* A letter from NFDC referred to national changes to council tax benefit that could affect town and parish councils in 2013/14. From April next year, the national scheme would be abolished and NFDC would be responsible for its own scheme, along with reduced Government funding. This would affect all council taxbases in the District which in turn could have an adverse impact on parish precepts. Current indications were that taxbases could reduce by about 10%, requiring the parish tax element to be increased by more than this amount in order to maintain the precept level. Town and parish councils would be consulted about the practical implications in time for next year's budget-setting and the Association of Local Councils had also asked NFDC to organise a briefing on the subject.

*Other correspondence:* Members noted the following:

- the Safer Neighbourhoods Beat Report for May
- a Consultation Draft Development Standards Supplementary Planning Document (on circulation)
- the Spring edition of Inroads (HCC highway news) (on circulation)

## **27. 2012/13 APPOINTMENTS**

The following appointments were agreed for the year 2012/13:

<i>Finance Committee:</i>	S Bullen-Jarvis, J Goodwin and J Reilly Deputies: G James and C Riddoch
<i>Media/publicity (incl website):</i>	S Bullen-Jarvis, J Goodwin and M Moriarty
<i>NF Ass of Local Councils:</i>	Lady Kara Hawks and J Reilly
<i>NF Consultative Panel:</i>	M Moriarty (deputy C Riddoch)
<i>Parish Hall Man Committee:</i>	G James
<i>Parish paths:</i>	The full Council
<i>Planning:</i>	The full Council
<i>Risk Assessment:</i>	J Reilly
<i>Splitwind Pond:</i>	The full Council
<i>Transport (local):</i>	M Moriarty (deputy C Riddoch)
<i>Tree Wardens:</i>	S Bullen-Jarvis and C Riddoch
<i>Winsor Neighbourhood Watch:</i>	J Goodwin

Arising from the above it was agreed that Splitwind Pond was in need of maintenance work at an early date.

## **28. THE LOCALISM ACT – STANDARDS**

Members considered a report of the Clerk on this topic.

From 1 July 2012 all local authorities were required (under the Localism Act 2011) to adopt a new Code of Conduct. There was no prescribed form but any new Code had to be consistent with the seven Nolan principles. As agreed in principle at the previous meeting, it was appropriate for the Council to use the Code adopted by NFDC.

The new Act also prescribed arrangements for the registration of “disclosable pecuniary interests” (DPI). NFDC were incorporating these new rules (also including those for non-pecuniary interests) in their Standing Orders rather than the Code and were recommending parishes to do likewise.

The arrangements for member dispensations were also changing. In future, NFDC would no longer have responsibility for deciding applications from parish and town councillors; parishes would therefore need to have their own procedure. The report recommended that the relevant powers be delegated to the Parish Clerk.

Agreed:

- (1) (a) That the Code of Conduct attached as appendix 1 to these minutes be adopted from 1 July 2012; and  
 (b) That the new Code be publicised on the Council's website

(2) That new Standing Orders be adopted as follows:

*"Members' Disclosable Pecuniary and Non-Pecuniary Interests"*

- (a) *All members shall disclose to the Monitoring Officer their disclosable pecuniary interests, as required by legislation.*

*All members shall disclose to the Monitoring Officer their non-pecuniary interests that comprise the membership, or position of general control or management, of any body:*

*(i) to which the Council has appointed or nominated them; or*

*(ii) exercising functions of a public nature; or*

*(iii) directed to charitable purposes; or*

*(iv) one of whose principal purposes includes the influence of public opinion or policy.*

*The Monitoring Officer shall record all such disclosures in a Register of Interests. The Register shall be open to public inspection and as a matter of law has to appear on the Council's and the District Council's websites.*

*Members shall notify any changes to the above disclosable pecuniary interests and non-pecuniary interests to the Monitoring Officer within 28 days of the change occurring, and the Monitoring Officer will amend the Register accordingly.*

- (b) *Any member who has a disclosable pecuniary interest, or a non-pecuniary interest falling within (a) above, in any matter that a meeting is considering, shall disclose the existence and nature of that interest to the meeting. The disclosure shall be at the beginning of the consideration of the matter, or when the interest becomes apparent.*

*If the interest is a disclosable pecuniary interest the member shall not speak or vote on the matter unless a dispensation has been granted enabling him or her to do so.*

*If the interest is a non-pecuniary interest, the member may speak and vote, unless prohibited from doing so by common law principles relating to bias and predetermination ((c) below).*

*Where a relative, friend or close associate of a member has an interest in a matter coming before a meeting of the Council and that interest is of the same nature as a disclosable pecuniary interest set out in legislation, and the member is aware of the existence of that interest, the member shall disclose the existence and nature of that interest to the meeting. The member may only participate in the meeting to the extent permitted by the rules set out in (c) below, (relating to participation in situations where the common law rules of bias and predetermination apply).*

- (c) *Where a member is prohibited from participating in a decision under the common law rules relating to bias and predetermination, the member must move to a designated area of the meeting room set aside for members who do not intend to vote, declare their position and explain that they will not be voting. They may then make a statement and answer any questions, and may remain in the meeting for the duration of the business. As well as not voting, the member must not move or second any recommendation."*

(3) That the following power be delegated to the Parish Clerk:

*"To be the proper officer for the purpose of requests for dispensations under section 31(4) of the Localism Act 2011, and, in consultation with the Chairman of the Council (or Vice-Chairman in the event of a conflict of interest), to decide whether to grant a dispensation to enable the member concerned to participate in the discussion, or to vote, or both".*

## **29. BARTLEY CROSSROADS**

A further meeting had been arranged with HCC highway officers for Friday 29 June at 3.30 pm. It was also agreed to raise at the meeting the possibility of extending the new 30 mph speed limit eastwards from the Winsor Road junction.

## **30. DELEGATES' REPORTS**

*Parish Engagement event, 25 May 2012:* This event included discussion on the Lengthsman scheme and the prospect of new schemes being run in parish groups, with one parish as the lead authority. Modest funding was available from HCC for carrying out qualifying works. It was noted that Minstead already operated a Lengthsman scheme and it was agreed to request further details and enquire whether Minstead would be willing to act as lead authority in a local group project.

*Association of Local Councils, 21 June 2012:* Topics at this meeting included the financing of local councils and the GIS system. The latter could possibly be discontinued if insufficient parishes wished to remain in the scheme.

## **31. FINANCE MATTERS**

*External audit from 2012/13:* The Audit Commission were consulting on the proposed appointment of BDO LLP as Copythorne's external auditor for five years from 2012/13. Agreed, no objection.

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

*Cheque no*

849	M Derrick (Clerk's salary and expenses – June)	£513.61
850	HM Revenue & Customs (Clerk's tax – June qtr)	£352.80
851	Copythorne Parish Hall (Hire of accommodation for Diamond Jubilee events)	£110.00

## **32. STANDING ORDERS**

Standing Order 4(ii) was invoked to allow the meeting to deal with the business in hand.

## **33. MATTERS PENDING**

Members reviewed the outstanding items list and agreed the following:

*511 (Footpath matters):* Footpath 7 (blocked by electric fence) reported now to be satisfactory (Councillor Goodwin to check). Footpath 16 (broken stile) – job allocated

Footpath 9 (overgrown path) – awaiting outcome

Agreed, discuss footpath inspections by members at next meeting

*523 (Highway/drainage issues):* Clerk to pursue outstanding items

*530 (Barrow Hill Road safety issues):* Clerk to request update

## **34. MEMBERS' REPORTS**

*Councillor James:* Caravan etc at Newbridge. Clerk to report details to Enforcement.

Sewer odour opposite the Evangelical Church in Winsor Road. Clerk to report to Highways.

### **35. PLANNING MATTERS**

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

- 12/97461      Twin Oaks, Southampton Road, Cadnam (Conversion and extension of garage to form additional ancillary accommodation for owners). (5)
- 12/97509      Harvest Moon, Winsor Road, Winsor (Detached garage). Object (4)
- 12/97515      Old Grove Farm, Chingham Road, Bartley (Single-storey extension). Support (3)  
(Councillor Goodwin declared a non-prejudicial interest in this application)
- CONS/12/  
0207          1 Brooksbank Cottages, Barrow Hill Road (Felling of fir tree). No objection
- CONS/12  
0211          Bramble Cottage, Old Romsey Road, Cadnam (Tree works – oak, sycamore and beech). No objection

*Appeal:* The following appeal had been allowed:

- 11/96453      Forest Edge Rest Home, Southampton Road, Cadnam (demolition of existing garages and sheds, the provision of 4 new residents' rooms and a conservatory, refuse and cycle store, including alterations to the gardens and existing parking areas)

*Enforcement:* An enforcement notice had been issued in the following case:

- EN/11/0032    Field adjacent to Winsor Road, Winsor (stationing of a container)

*Land adjacent to Copperfield, Pollards Moor Road:* Members received a copy of the Council's response to the Ramboll hydrology report. This had been prepared following the meeting with local residents on 19 June. Agreed, that the Chairman will represent the Council at the NPA Planning Committee meeting on 17 July 2012.

**CHAIRMAN** \_\_\_\_\_ **DATE** \_\_\_\_\_