

MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7.00 PM ON TUESDAY 8th January 2019 AT COPYTHORNE PARISH HALL (REAR EXTENSION)

Present: Councillor Simon Lucas (Chairman), Councillors Steve Herra, Lady Kara Hawks, John Goodwin, Graham Chillcott, Mike Moriarty.

Also, in Attendance: District Councillor Derek Tipp and 5 members of the public.

Clerk to the Council: Mrs Suzanne Middleton

152. Agenda Item 1 – Apologies

Apologies for absence had been received from Cllr Coombs and Cllr Andrews. Cllr Tipp offered apologies for Cllr Puttock.

153. Agenda Item 2- Councillors Declarations of Interest in items on the Agenda

No declarations of interests were made.

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

A member of the public said that the Parish Newsletter showed 15th January as the date for the Parish Council meeting and asked whether there would be another meeting on that date. Cllr Lucas responded by saying that this had been an error in the newsletter and that the date of the Parish Council meeting had been clearly set out in the public notices published on notice-boards, and on the Council Website.

155. Agenda Item 4- County and District Councillors' Reports

District Cllr Tipp:

- NFDC Revenue and Benefits service had moved from Lymington to Appletree Court in Lyndhurst.
- NFDC staff were now office sharing and hot desking in order to reduce office overheads.
- The District Council will have paperless Council Meetings from May 2019.
- NFDC had decided that with regard to Clean Air initiatives they would focus on encouraging cycling and asking drivers to switch off car engines when stationary. Southampton City Council is still to publish its own plan.

156. Agenda Item 5 - Planning Applications; TPOs and Similar.

156(a) New Planning Applications

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

18/00958 3 SHEPHERDS CLOSE, BARTLEY, SOUTHAMPTON, SO40 2LJ

- **RESOLVED:** Proposed Cllr Goodwin; Seconded Cllr Herra ;
Unanimous vote in favour of the following response:

Response 4. We recommend REFUSAL for the reasons listed below-

1. With the previously implemented planning consent (17/00617) the extension proposed is clearly well in excess of the 30% allowance.
2. The scale and prominence of the proposed development, particularly having regard to the size and form of properties in the immediate area, would be harmful to the character and appearance of the dwelling and detrimental to the amenities of neighbouring residents.
3. It would result in the loss of a still affordably priced semi-detached dwelling that could potentially be purchased by a family creating a 5 bed house from an already enlarged 3 bedroom house.

The car parking proposed would not be implementable as it would require the curved entrance to the adjoining private parking area to be adversely changed. Limited parking already exists in Shepherds Close. It appears that this would involve works within the public highway

156(b) New Tree work Applications

18/1223 DINWOODIE, OLD ROMSEY ROAD, CADNAM, SOUTHAMPTON, SO40 2NP

Proposed Works: Fell 1 Oak Tree

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

CONS/18/1225

ROSE COTTAGE, BARROW HILL ROAD, COPYTHORNE, SOUTHAMPTON, SO40 2PH

Prune 1 x Silver Birch tree

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

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

The Clerk presented a document summarising latest information re Planning; Enforcement and Tree Work Decisions and Updates.

158 Agenda Item 7 – Confirmation of the Minutes of the previous Parish Council Meeting (December).

The draft minutes had been circulated prior to the meeting.

Cllr Moriarty requested that 149 (Item 15) was re-worded to refer to notes being circulated, not minutes.

The numbering of the final two items needed to be amended. Subject to these amendments:

- **RESOLVED:** Proposed Cllr Herra; Seconded Cllr Chillcott with all voting in favour of the Minutes being confirmed and accepted.

The Minutes were duly signed by the Chair.

159 Agenda Item 8 - Matters arising from the Minutes:

- Item 132- Due to Cllr Coombs accident she had not been able to provide a picture of the bridge. Cllr Lucas will deal with this.
Action: Cllr Lucas to follow up
- Item 144-The Clerk had received notification from NFNPA that with effect from 1st March the Authority will cease sending out paper copies of planning applications.
- Item 149- Cllr Hawks referred to the talk on non-native invasive plants which will be held on 21st January, 6:30pm at the Sir John Barleycorn.

160 Agenda Item 9- Presentation on the Historic Route and Pathways Project

Gareth Owen Project Officer, New Forest National Park Authority gave a brief presentation about a project funded by the Heritage Lottery Fund to establish 5 self-guided trails within the parish, using existing Rights of Way. Draft proposed routes had been circulated at a previous Council Meeting. Some funding is available for minor repairs to the trail routes such as replacing or repairing stiles. Parking facilities have been taken into account in planning the routes. When the project comes to an end in March 2020 it is hoped that maintenance of the paths will migrate to the Parishes who already oversee Rights of Way, and the information panels and literature would move to the NFNPA.

Action: Clerk to recirculate information on proposed routes to all Councillors for a response to be given via the clerk back to Mr Owens by the end of February.

161 Agenda Item 10- Annual Parish Meeting

The Chair said that a list was developing of suggested agenda items for the Annual Parish Meeting (26th March 2019), based on the themes:

- Building on the success of last year
- Forward Planning and “having your say”

It was suggested that 6 or 7 presentations of 10 minutes, plus 30 minutes on a draft Forward Plan plus 10 minutes on Parish Council report plus refreshments would fill the agenda.

Councillors asked if refreshments could be provided at the beginning and end of the meeting to encourage people to mingle.

The Chair asked that any more suggestions are passed to the Clerk and the whole list will be circulated to Councillors for comment.

Action: Clerk to circulate list of suggested topics w/c 21st January

162 Agenda Item 11- Notice Board Management Policy

The report aims to introduce a policy to manage the use of noticeboards more effectively and to keep the display good visually. The proposal is to use notice boards only for community notices and not for profit making organisations. Some concern was expressed that appropriate language is used to put this approach across so as not to alienate members of the community.

- RESOLVED :Proposed Cllr Goodwin, seconded Cllr Chillcott that :

The Council endorse the short to medium term policy but will introduce the policy initially for a pilot period with articles in Stanley's Own and website editions of the February Parish Council newsletter and by putting a temporary sign explaining the policy on the noticeboards. The language used will be softened appropriately to avoid alienating members of the public or discouraging them from publicising community events and information.

This to be reviewed in 3 months' time.

Cllr Goodwin, Chillcott, Herra , Hawks and Lucas in favour

Cllr Moriarty abstained.

The report also went on to suggest that a full Options Appraisal Report is prepared for Council on the future maintenance, repair or replacement of the noticeboards. This report to be brought to the February 2019 meeting of the Parish Council

- RESOLVED: Proposed Cllr Goodwin, Seconded by Cllr Chillcott

All Councillors were in favour of this resolution.

163 Agenda Item 12- Amendment to Standing Orders

A report had been prepared by the Clerk to propose that an amendment is made to Standing Orders (Section 3d and e) to enable members of the public to raise items not on the agenda of the meeting.

- RESOLVED- Proposed Cllr Herra, Seconded Cllr Chillcott to amend standing Orders section 3 e) to state:

Members of the public may ask and answer questions and give evidence at a meeting which they are entitled to attend in respect of business on the agenda. They may also, at the invitation of the Chairman, raise matters not on the agenda.

All Councillors were in favour of this resolution

Action: Clerk to amend Standing Orders and re-title the standing item on the agenda for public participation.

164 Agenda Item 13- Rural Affordable Housing

The Chair expressed his thanks to Cllr Goodwin and Chillcott for clarifying the current position related to 400m buffer zones for rural exception sites. This clarification had been circulated to councillors by the Clerk and the

information referred to a recent decision by the European Court which had established that sites could not be excluded at screening stage. This had now been taken into regulations by Act of Parliament.

Cllr Lucas said that the Council had received an offer from the Housing Enabler and HARA team to discuss the provision of rural affordable housing in Copythorne. He suggested that the Council hear what is proposed then have a full Parish Council discussion at the March meeting in light of what is then known.

Cllr Goodwin suggested that as the Local Plan was still in draft form it was too early to invite a presentation before this was finalised and that council should wait until the Plan was fully adopted.

Cllr Lucas said that the Council should be transparent about this approach and let the community know as soon as possible that a presentation was on offer.

- RESOLVED- Proposed Cllr Chillcott, Seconded Cllr Herra :

that the Housing Enabler and HARA are invited to give a presentation at the next meeting, and that a further discussion should be included on the Agenda in March.

In favour- Cllr Herra, Cllr Lucas, Cllr Chillcott

Abstaining- Cllr Hawks, Cllr Goodwin, Cllr Moriarty

Action: Clerk to invite Beverly Harding-Rennie an invitation to attend the Council Meeting on 12th February 2019.

165 Item 14- Finance

The Monthly Payment Schedule was approved, and cheques and the Schedule were later signed by Cllrs Lucas and Cllr Herra. It was noted that the Clerks pay slip had not arrived and it was agreed that the Chair and Vice Chair could approve payment ahead of the next meeting on behalf of the Council to avoid further delay in payment. It was also agreed that the amount that would be authorised for payment will not exceed the previously paid monthly payment.

As the Bank statements had not arrived for end of December the Clerk had not been able to complete Bank Reconciliation and 3rd Quarter reports for this meeting but would present them at the next.

166 Agenda Item 15-Correspondence and Clerk's report

The Clerk advised the following :

Correspondence

1. E-mail from NFDC- Entries wanted for New Forest Sports Awards

New Forest District Council is calling for local sports clubs, teams and individuals to enter this year's New Forest Sports Awards, by 14 January. The annual awards shine a light on local talent as well as groups that encourage community participation in an active lifestyle, in 11 categories from Junior Sports Person to the Making a Difference award. This is a public award to reward and recognise commitment, achievement and excellence across sports and physical activity in the district. The awards recognise coaches, officials and volunteers who work tirelessly at clubs.

The Outstanding Achievement Award recognises inspirational endeavour of an individual or group who has achieved in sport and physical activity against the odds and used the power of sport to benefit the community.

The deadline for nominations is Monday 14 January 2019. The Sports Awards Evening and Sports Council AGM will be held at the Balmer Lawn Hotel in early 2019. The nomination forms can be filled in online or downloaded from newforest.gov.uk/newforestsportsawards

2. E-mail from NFDC to advise that the Council's next Forward Plan is now available on the Council's Website via the link below.

<http://www.newforest.gov.uk/CHttpHandler.ashx?id=460&p=0>

3 Letter from the Hampshire Countryside Access Forum (HCAF) to inform of our current areas of focus and how to find out more.

HCAF is the Local Access Forum covering Hampshire, Southampton and Portsmouth (excluding the areas covered by New Forest and South Downs National Parks). Established in 2003 as a statutory advisory group under the Countryside and Rights of Way Act 2000, the Forum comprises local members of the public. Members are volunteers, appointed to represent an interest rather than a specific organisation. They are balanced between those who use paths (walkers, horse-riders, carriage drivers, cyclists, disabled users and vehicle users), those who provide access (farmers, land managers etc) and other interests (e.g. conservation, education).

HCAF chiefly advises the County Council and other authorities such as Parish & Town Councils, Local Planning Authorities, Forestry Commission and Natural England on improving opportunities for visitors to enjoy Hampshire's countryside and coast.

Our future Forum meeting dates, along with minutes of previous meetings, and contact details can be found here www.hants.gov.uk/landplanningandenvironment/countryside/hcaf

Alternatively, email the Forum Officer on hcaf@hants.gov.uk

4 Invitation from Hampshire County Council to a *Highways and Transport* themed Town and Parish Council event to hear about some key issues affecting the highway network across Hampshire This will take place on Wednesday 13 March 2019 5.45pm – 8:30pm at Ashburton Hall, Hampshire County Council, Elizabeth II Court, Winchester, SO23 8UD.

Following a welcome by Cllr Roy Perry, Leader of Hampshire County Council and an introduction by Cllr Rob Humby, Executive Member for Environment and Transport, delegates will have the opportunity to hear about highways and transport related issues from both a strategic Hampshire-wide perspective and also on a local level. Presentations on key aspects of Hampshire's highways and transport services will be followed by interactive discussions and workshop sessions. To book a place Councillors should please contact the Clerk.

5. HALC Management Board met on 27 November 2018 and discussed, in summary:

- Recent lobbying successes on public toilets and councillor data registration fees were among a number of achievements strongly welcomed in our update on delivering the strategic plan
- Cllr Keith Stevens, vice-chairman of NALC, reported on the half-year financial performance, which showed a small surplus against the budget
- The board noted good progress and feedback on The Big Conversation about the future of local (parish and town) councils as part of the development of the new strategic plan, which is supported by 80% of respondents of the [online survey](#) (open until 31 December 2018), the three roundtables held with external stakeholders, and it was agreed a draft would be considered by the National Assembly in March 2019
- The board received a full report on the last month's successful Annual Conference and subject to further discussions agreed to return to Milton Keynes on 28/29 October 2019 – save the date!

HALC advises us that three reports were published this week which they wanted to draw to the attention of councils. In [Sustainable Villages – making rural communities fit for the future](#), the County Land and Business Association call for changes to measures used to determine the sustainability of communities regarding housing development. The independent commission into the future of civil society has published its [final reports](#), with recommendations focusing on power, accountability, connection and trust. And [Planning 2020](#) from the Town and Country Planning Association's Raynsford Review of Planning in England sets out a new vision for a revitalised planning system, with recommendations including neighbourhood plans remaining optional, but with resources redirected to support communities facing the greatest social, economic or environmental challenges and greater clarity about the remit of such plans. These reports will be considered by the HALC Policy Committee.

Clerk's Report

1. Copy of the December Beat Report attached.
2. Copy of National Flood Forum Bulletin attached.

167 Agenda Item 16 - Chairman's Report

The Chair reported that there had been two incidents of note related to the Playground since the New Year.:

-Glue residue in the waste bin

-An enquiry about the playground from another parish

An auto-closer had been located that will fit the gate. On 19th January plastic matting will be installed (weather permitting) to the worn surface and on the football wall field. The loose bolt has been replaced but needs some packing inserted.

Cllr Goodwin suggested that a quarterly item on the agenda focuses on Playground Inspections.

Action: Clerk to insert this item into Forward Agenda Plan .

168 Item 17 - Councillors Reports

Cllr Moriarty said that Saturday bus services and peak buses would be rescheduled starting in April. Cllr Goodwin suggested having bus services on a future agenda .

[At this point in the meeting the time was 9:00pm so Standing Orders were suspended.]

Cllr Herra reported that the Give Way sign near the Co-Op store was demolished by a car and this has been registered as a police incident as the number plate was retrieved .This means the cost of repair will not be paid by local ratepayers.

Cllr Chillcott requested that "Clearing up after your Dog" is put as an item in the next newsletter.

Cllr Hawks asked about progress in reporting the garden building near the kitchen shop.

Action: Clerk to follow up.

Cllr Goodwin asked that any comments about the flood report already circulated should be sent to him as soon as possible. Cllr Goodwin also asked if anything was being done to promote elections. The Clerk will look at HALC guidelines. An article about forthcoming elections will be placed in the next newsletter. Cllr Goodwin requested that Terms of Reference for Working Parties are posted on the website, and also asked the Clerk to check who has the lead for the Lengthsman issues.

Action: Clerk to follow up these items.

169 Item 18. Agenda Items for the Next Meeting

A draft Agenda Plan had been circulated. Several changes should now be made as a result of the meeting .

Action: Clerk to recirculate amended 3 month Agenda Plan

170 Item 19. To Confirm the next meeting

The next meeting of the Parish Council will take place on 12th February 2019 at Copythorne Parish Hall (Rear Extension).

In the absence of any other public business the Chairman thanked those present for attending

- The meeting closed at 9:13pm

Chairman _____

Date _____

DRAFT