



**COPYTHORNE  
PARISH COUNCIL**

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**PUBLIC NOTICE OF MEETING OF THE PARISH COUNCIL**

The Annual Meeting of the Parish Council will take place on Tuesday 14th May 2019, at Copythorne Parish Hall (rear extension) to commence at 7.00pm.

*Please note due to this being the first meeting of the Council year, the Council Members are required by law to ratify Council Policies and Procedures. For this reason, no general public session item has been allotted. If any member of the public wishes to raise an issue with the Council, would they please advise the Clerk by Thursday 9th May latest*

**AGENDA**

**Standard Agenda Items**

1. Apologies for absence
2. Councillors to sign declarations of acceptance of office
3. To elect the Chairman of the Council and for the Chair to confirm acceptance of office.
4. To elect the Vice-Chairman of the Council and for the Vice Chair to confirm acceptance of office.
5. To consider the co-option of a member to fill the vacancy for a councillor in Copythorne North Ward
6. Councillors Declarations of Interest in items on the Agenda
7. County and District Councillors' Reports
8. Planning Applications; TPOs and Similar (See details attached)
9. Planning; Enforcement and Tree Work Decisions and Updates
10. Confirmation of the Minutes of the previous Parish Council Meeting

**Special Reports and Presentation**

11. Final Transfer to the Parish Council and Guardianship Arrangements for the Defibrillators – (DR)

**Council Administration**

12. Finance – To Receive and Agree Monthly Payment Schedule, Bank Reconciliation.
13. To Receive 2018/19 Year End Budget Report from Chair of Finance Committee.
14. To Receive and Approve Annual Parish Council Audit Return – Certificate of Exemption; Annual Governance Statement and Accounting Statements 2018/19
15. Review of delegation arrangements to committees, employees and other local authorities.

16. Appointment of any new committees, confirmation of the terms of reference, the number of members and receipt of nominations to them.
17. Review of the Council's and/or employees' memberships of other bodies and confirmation of membership.
18. Review of representation on or work with external bodies and arrangements for reporting.
19. Review of working parties, confirmation of the terms of reference, the number of members and receipt of nominations to them.
20. Review of inventory of land and assets including buildings and office equipment, together with review of insurance cover.
21. Review of Financial Risk Assessment and Management Action Plan.
22. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead.
23. Correspondence and Clerk's Report
24. Chairman's Report
25. Councillors Reports
26. Agenda Items for the Next Meeting
27. To confirm the next meeting – 11th June 2019 at Copythorne Parish Hall (Rear Extension).

*David Rigby*

Clerk / RFO to Copythorne Parish Council

**Planning Applications / Tree Work Requests to be Reviewed at Parish Council Meeting**

**Planning Applications**

<b>Application</b>	<b>Site Address</b>	<b>Proposed Works</b>	<b>Observation Date</b>
19/00263	Friedburg, Chinham, Bartley, SO40 2LF	Shed attached to garage; demolition of existing outbuilding	08/05/19 extended to 15/05/19
19/00282	The Barn, Nuthooks House, Old Romsey Rd, Cadnam, SO40 2NP	Single storey extension; porch; external alterations	20/05/19
19/00333	11 Pundle Green, Bartley, SO40 2LG	Two storey side extension; porch; alterations to fenestrations; solar panels	04/06/19
19/00295	Oak Tree Farm, Cadnam Lane, Cadnam, SO40 2NU	Change of use of land and building to equestrian use; stable block; internal & external alterations of existing agricultural building to carriage store with associated hay storage, tack & rug store, 6 no. rooflights; hardstanding; demolition of existing pig sty	05/06/19

## Tree Works Requests

5/4/19	Application Ref	CONS/19/0304
	Applicant Name	Mrs S Day
	Agent Name	Mr R Farmers
	Property Address	Nuthooks House, Old Romsey Rd, Cadnam, SO40 2NP
	Proposal	Fell 1 x Oak Tree
	Comment due by	May 3 2019
	Decision due by	May 17 2019
26/4/19	Application Ref	R/14/15/19/0339
	Applicant Name	(Landowner)
	Agent Name	N/A
	Property Address	Sandpit Woodland, Vicarage Lane, Copythorne
	Proposal	Line Clearance - Statutory Works by SSE w/c April 29 2019
	Comments due by	N/A
	Decision	Decided – Exempt Works
3/5/19	Application Ref	CONS/19/0347
	Applicant Name	Mrs Rachel Broadley
	Agent Name	Christopher Hoare Tree Services Ltd
	Proposal	Fell 1 x Holly
		Fell 1 x Ash
		Fell 1 x Blackthorn
		Prune 1 x Oak Tree
	Comments due by	May 29 2019
	Decision due by	June 12 2019