



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

Members present: Cllr. Simon Lucas; Cllr. Steve Herra; Cllr. Graham Chillcott;
Cllr. John Goodwin Cllr. Lady Kara Hawks; Cllr. Cllr Sylvia Wiggins

In attendance: David Rigby – Clerk/R.F.O.

By invitation: District Cllr. Diane Andrews District Cllr. Derek Tipp

8 members of the public were present.

STANDARD AGENDA ITEMS

320/19 Apologies

Cllr. Jackie Rhodes; District Cllr. Joe Reilly; County Cllr. Edward Heron

321/19 Declarations of Interest in items on the Agenda

None

322/19 Public Session

No members of the public present wished to speak

323/19 County and District Councillors Reports

County Cllr. Edward Heron was not present

District Cllr. Andrews explained how much her role had changed over the time she had served on the District Council. Her role now as a Portfolio holder for Community Affairs covers Community Grants & Support; Elections & Electoral Registration; Town & Parish Council Engagement; Community Safety Partnership (Safer New Forest). She advised that the local area has a new Police Inspector, Paul Markham.

District Cllr. Tipp advised that NFDC in response to the Electoral Review of NFDC plans are been progressed to reduce the number of District Councillors from 60 to 48. The next stage of the review is to consider new warding patterns for the District. A meeting for Town and Parish Councils to outline the process for this has been arranged for later this month.

324/19 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

19/00688 - Bramley Cottage, Chinham Rd, Bartley, SO40 2LL - Retention of 1.8m high replacement fence
Parish Comment: No.1 – Recommend Permission, but would accept the decision reached by the NPA's Officers under their delegated powers with comment *"Applicant attended the Parish Council meeting and explained that following confirmation of the extent of his land ownership he has supplied the New Forest National Park Authority with a landscape plan. He also provided the Parish Council Photographs confirming the existence of a previous 1.8 metres high panel fence. Applicant has agreed to planting of hedge in front of the fence"*

Cllr. Goodwill proposed, Cllr. Herra seconded, all in favour.



19/00692 - Carlton, Old Lyndhurst Rd, Cadnam, SO40 2NL - Outbuilding

Parish Comment: No. 3 – Recommend Permission with comment *“No objections raised by neighbours, policy DP37 has been complied with”*.

Cllr. Goodwin proposed, Cllr. Wiggins seconded, all in favour.

NFDC Planning Application

19/11049 – Lyndale, Whinwhistle Rd, Copythorne, SO51 6BN Single storey front & side extensions; rear conservatory

Parish Comment: 1 – Recommend Permission, but would accept the decision reached by the NPA’s Officers under their delegated powers with comment *“Applicant attended the Parish Council meeting when their application was discussed and explained the background and circumstances relating to their application. No neighbours have raised an objection”*.

Cllr. Goodwin proposed, Cllr Herra seconded, all in favour

NFNPA – Tree Works Requests

CONS/19/0604 – St Jacques Cottage, Old Romsey Rd, Cadnam, SO40 2NP – Fell 1x Ash Tree

Parish Comment: Raise no objections

CONS/19/0625 – Bramble Wood, Copythorne Cres., Copythorne, SO40 2PE – Prune 1s Scots Pine Tree

Parish Comment: Raise no objections

325/19 Planning Decisions made since last Council meeting

NFNPA

19/00595 – Bartley Lodge Hotel, Lyndhurst Rd, Cadnam, SO40 2NR – Detached annex to facilitate additional accommodation

NFNPA Decision: Grant Subject to Conditions

19/00596 – Bartley Lodge Hotel, Lyndhurst Rd, Cadnam, SO40 2NR – Internal and external alterations (Listed Building Consent)

NFNPA Decision: Grant Subject to Conditions

19/00587 – Biddlecombe Farm, Cadnam Lane, Cadnam, SO40 2NU – Replacement agricultural barn; demolition of existing agricultural barn

NFNPA Decision: Grant Subject to Conditions

19/00620 – Hamilton, Winsor Road, Winsor, SO40 2HJ – Single Storey extension

NFNPA Decision: Grant Subject to Conditions

19/00619 – Meadow View, The Brickyard, Winsor, SO40 2HQ - Outbuilding

NFNPA Decision: Grant Subject to Conditions

Trees – NFNPA

CONS/19/0525 – Little Pundells, Brockishill Road, Bartley, SO40 2LN – Fell 1x Poplar Tree

NFNPA Decision – Raise no objections

Planning Enforcement – NFNPA

One new case reported & detailed on the NFNPA Parish Enforcement List & Closed Cases; Schedule of Enforcement Notices; Minerals & Waste & Agricultural Occupancy Monitoring Cases lists circulated prior to the meeting and included in supporting documents for this meeting on Parish website.

326/19 To Approve the Minutes of the Meeting of September 10th 2019

RESOLVED: The minutes were agreed and duly signed by the Chairman

327/19 Matters arising from the Minutes of the previous meeting

ACTION POINTS

- 303/19 Dist. Cllr Andrews advised that during the 12 months to September 30th 2019 there were 64 applications considered by the NFDC Planning Committee of which 10 were overturned officer recommendation (15.6%).
- 304/19 Clerk confirmed that the Parish Response to the planning appeal re Hazelmere was sent to the Planning Inspectorate on September 26th 2019
- 308/19 The Terms of Reference for Advisory Committees have been published on the Parish Website
- 311/19 (1) Chairman of “Stanley’s Own” Scouts advised that they do not own the bus shelter.
(2) Clerk supplied copies of the 5 Year Plan Consultation responses to Cllr. Goodwin
(3) Clerk has added columns for monitoring of condition of assets to the Asset Register and the Five Year Plan Advisory Committee will arrange for information to be added.
- 313/19 Clerk sent £150 cheque to NFDIS and wrote to CABNF explaining decision regarding their grant request.
- 317/19 Cllr. Chillcott
(1) Cllr. Chillcott sent Clerk details of “Forest Gate” problem in Shepherds Road.
(2) Clerk contacted Forestry England regarding required repair, which was swiftly actioned.
(3) Clerk was unable to find evidence of missing A36 footpath. (Cllr. Chillcott has since spoken to Highways England who advise any footpath is now defunct.
Cllr. Kara
Subsequent to the meeting Cllr. Kara advised the Clerk that the issue didn’t relate to a shipping container but a structure within a garden. Clerk confirmed that it has planning consent
Cllr. Goodwin.
(1) Dealt with under response to 311/19 (2).
(2) Clerk provided Cllr. Goodwin with a pack of circa 20 documents relating to the Lengthsman Scheme for 2018.
(3) Clerk advised that the DRAFT minutes for the 2019 Annual Parish Meeting are now available on the Parish website.
(4) Clerk obtained an update from HCC re the Shepherds Road drainage issue and forwarded it to Cllr. Goodwin.
(5) Clerk advised that he had received no representations about incorrect statements within the Affordable Housing meeting notes.

REPORTS AND PRESENTATION

328/19 Benches programme report to include initial recommendations

Cllr. Lucas presented a report (a copy of which is included in supporting documents for this meeting on the Parish website). Following a request for clarity, the word “ information” was replaced with “approval” in the final paragraph.

RESOLVED: The report be adopted.

Proposed by Cllr. Herra, Seconded by Cllr. Goodwin, all in favour. **APPROVED**

329/19 Presentation and adoption of “Acceptable Internet Use Policy” and “Computer Misuse Policy

The Clerk presented the policies (copies of which are included in supporting documents for this meeting on the Parish website). The Clerk advised that subject to approval of the policies councillors would – upon signing individual copies of the policies be issued with the Samsung tablets; initial instruction on their use



would be given by the Clerk; and any additional external training would be provided using remaining budget for the “Paperless Office” project.

RESOLVED: That both policies be adopted as presented.

Proposed by Cllr. Wiggins, Seconded by Cllr. Chillcott, 5 in favour, 1 abstention. **APPROVED**

330/19 Splitwind Pond – Winter maintenance recommendations

Cllr. Goodwin presented a report (a copy of which is included in supporting documents for this meeting on the Parish website).

RESOLVED: The three recommendations in the report be accepted.

Proposed by Cllr. Chillcott, seconded by Cllr. Wiggins, all in favour. **APPROVED**

ACTION – Clerk to seek quotes as directed by the report

COUNCIL ADMINISTRATION

331/19 Statement from the Chairman on purpose of “Councillors Reports”

This item was withdrawn from the agenda prior to the commencement of the meeting.

332/19 Finance

- a. To receive and agree the Bank Reconciliation for September 30th 2019
- b. To receive and agree the monthly payment schedule for October 2019

The Bank Reconciliation was presented to the meeting by the Clerk, checked and signed by Cllr Lucas.

The Monthly Payment Schedules were presented to the meeting by the Clerk who advised all councillors that the supporting invoices etc were attached to the schedules and were available for inspection. The schedules were approved and cheques & an electronic payment request were signed by Cllr. Lucas and Cllr. Chillcott.

333/19 Proposal for appointment of additional members to Media & Publicity Advisory Committee and Personnel & Governance Advisory Committee.

Cllr. Lucas proposed that Cllr. Rhodes become a member of both of the above Advisory Committees and that the Clerk (in their role as link to our website provider) become a non voting member of the Media & Publicity Advisory Committee.

RESOLVED: To accept the proposal.

Proposed by Cllr. Wiggins, seconded by Cllr. Herra, all in favour. **APPROVED**

334/19 Correspondence and Clerk’s Report

The Clerk read through his report (a copy of which is included in supporting documents for this meeting on the Parish website). It was also advised that TVBC were hoping for their new Local Plan to be adopted in early 2022. In addition, the Clerk advised that Cllr. Lucas and he would be attending a meeting to learn more about the process for considering new warding patterns for NFDC at Appletree Court on October 17th 2019.

335/19 Chairman’s Report

The Chair reported that the only meeting he had attended on behalf of the Parish Council was the Parish Hall Committee meeting that took place last night, for which minutes are not yet available.



336/19 Councillors Reports

Before inviting reports, Cllr. Lucas - as Chairman - reminded all councillors that this section of the meeting was intended to cover reports from meetings, events, etc. that councillors had attended on behalf of the Parish Council and that he would issue a note of clarity on the subject in the next few days.

Cllr. Herra – N/A

Cllr. Wiggins – Cllr. Wiggins mentioned that she had concerns about the Campsite at Wynot, discussed at the last Council meeting. Cllr. Lucas advised her to contact the Clerk with details and he would investigate and respond.

Cllr. Chillcott – Cllr. Chillcott expressed concerns as to how questions he had would be addressed if “Councillors Reports” wasn’t the opportunity to do so. Cllr. Lucas advised that the note he would be issuing would address these concerns. Cllr. Chillcott asked about the Clerk’s “probationary review” and Cllr. Lucas confirmed that this matter was in hand.

Cllr. Lady Kara – Raised an issue concerning the possibility of our local Police Community Support Officer (PCSO) undertaking a “Scam Busting” Talk for the Parish Council or a meeting of local residents. The Clerk advised that he would discuss this with PCSO Williams and report back. Cllr. Kara also reported that Lynden Bowen, a local resident well known to many, had sadly passed away.

ACTION – Clerk to talk to PCSO Williams re “Scam Busting” talk.

Cllr. Goodwin (JG) – Advised that residents of Shepherds Close are still waiting for a pothole to be repaired. That he attended (and has reported upon) the NE Quadrant meeting on September 26th, the meeting included a presentation from HARAHA (Hampshire Alliance for Rural Affordable Housing) which has been placed on the Parish website. Cllr. Goodwin advised that he would be attending in his personal capacity an NFNPA meeting for Planning Agents on October 9th and would report back any points of interest to Council. Also asked whether anything had been heard about request for New Inn Road to be resurfaced.

- ACTIONS** – 1. Clerk to chase HCC Highways re Shepherds Close pothole
2. Clerk to contact HCC Highways re roads maintenance programme for the Parish

337/19 Agenda Items for the Next Meeting

Terms of Reference of Advisory Committees; Village Signs; Benches; Document retention policy

Standing Orders were suspended at 9pm to enable the meeting to continue.

338/19 To Confirm the next meeting

The next meeting will take place on November 12th 2019 at Copythorne Parish Hall (rear Extension)

With no further business to transact, the Chairman closed the meeting at 9.02 p.m.