

DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD AT 7.00 PM ON TUESDAY DECEMBER 10th 2019 AT COPYTHORNE PARISH HALL (REAR EXTENSION)

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

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

By invitation: District Cllr. Diane Andrews

The meeting was open to the public although none were present.

STANDARD AGENDA ITEMS

363/19 Apologies

District Cllr. Derek Tipp District Cllr. Joe Reilly County Cllr. Edward Heron

364/19 Declarations of Interest in items on the Agenda

None

365/19 Public Session

No members of the public were present.

366/19 County and District Councillors Reports

District Cllr. Andrews reported that:- i) she attended the Hampshire Police & Crime Commissioner SAFER Awards in Winchester Guildhall on 5/12/19 at which the New Forest Unit won the Police Cadet Team of the Year and the Country Watch Team won the Constabulary Special Team of the Year; ii) The NFDC Cabinet meeting on 4/12/19 agreed that Care Leavers under the age of 25 be exempt from paying Council Tax; iii) At the NFDC Council meeting on 9/12/19 she moved a motion relating to fireworks in the District which was approved unanimously (see Appendix 1 attached).

367/19 Planning Applications; TPOs and Tree Works Requests

NFNPA and NFDC - Planning Applications & Tree Works Requests

No applications

368/19 Planning Decisions made since last Council meeting

NFNPA

19/00719 – Land to the rear of Uncle Tom’s Cabin, Romsey Road, Cadnam, SO40 2NN – Retention of scaffolding structure

NFNPA Decision: Refuse

19/00743 – Land adjacent to Riverside, Newbridge Road, Newbridge, SO40 2NX – Application for Certificate of Lawful Development for continued use as Class B8 (storage and distribution) (open storage of a caravan)

NFNPA Decision: Was Lawful (for storage of a caravan).

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 the supporting documents for this meeting on Parish website.

369/19 To Approve the Minutes of the Meeting of November 12th 2019

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

Signed by the Chairman: Date:

370/19 Matters arising from the Minutes of the previous meeting

ACTION POINTS

347/19 All contractors have been advised to proceed.

350/19 Updated contract signed by Clerk and BT, copy held.

351/19 Clerk has instructed quote 1 contractor to proceed with requested works.

355/19 Clerk has advised Bramshaw and Minstead Parish Councils of our decision not to approve loan of Speed Indicator Device to other Parish Councils.

Clerk has begun researching and drafting a policy on the loan of council assets.

362/19 Clerk has advised the Council's payroll provider of his revised salary.

REPORTS AND PRESENTATION

371/19 To receive an updating report from the Flooding Advisory Committee

Cllr. Goodwin presented a report (a copy of which is included in the supporting documents for this meeting on the Parish website). Cllr. Lucas expressed his thanks to Cllr. Goodwin for his work on flooding matters within the Parish.

372/19 To discuss possible tasks for the Lengthsman for the remainder of 2019/20

The Clerk explained the background to this item (a copy of which is included in the supporting documents for this meeting on the Parish website). Some recommendations for works have been submitted by Cllr. Goodwin on behalf of the Flooding Advisory Committee. Clerk requested that members submit any additional tasks for the Lengthsman to him for consideration by Friday December 20th.

373/19 To receive a Playground Inspections Report

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

RESOLVED: The report be accepted with the addition, at the request of Cllr. Goodwin, of a 5th recommendation "Clerk to update the weekly inspection template".

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

ACTION – Clerk to update the weekly playground inspection template

374/19 To outline the process for arriving at a Parish Response to the NFDC Boundary Review

This item was withdrawn prior to the meeting as the period of purdah for the General Election has delayed the start of the consultation period. It will be carried forward to the January 14th 2020 meeting.

375/19 To discuss initial preparations for the Annual Parish Meeting on March 24th 2020

Cllr. Lucas present a note on the planning for the APM (a copy of which is included in the supporting documents for this meeting on the Parish website). He asked members to send any ideas for items for the APM to the Clerk over the next few weeks. A follow up report will be presented at the January 14th 2020 meeting.

COUNCIL ADMINISTRATION

376/19 Finance

a. To receive and agree the Bank Reconciliation for November 30th 2019

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

b. To receive and agree the monthly payment schedule for December 2019

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.

c. To receive the Responsible Financial Officer's estimate of year end spending against the 2019/20 budget and suggested budget for 2020/21

The Clerk/Responsible Financial Officer presented the report (a copy of which is included in the supporting documents for this meeting on the Parish website).

RESOLVED: The report be adopted

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

377/19 To receive and approve the Terms of Reference ("ToR") for the Personnel & Governance Advisory Committee and the Media & Publicity Advisory Committee.

The Clerk presented the ToR detailed above (a copy of which is included in the supporting documents for this meeting on the Parish website) for adoption.

RESOLVED: Subject to removing the word "parish" where it precedes "council" throughout the documents (to align with the ToR for our other Advisory Committees) the ToR be adopted.

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

378/19 Correspondence & Clerk's Report (to include an update on Pollards Moor Road sewer repair issue)

The Clerk read through his report (a copy of which is included in the supporting documents for this meeting on the Parish website). He also provided members with a copy of an e-mail sent to the Chief Executive of Southern Water regarding the Pollards Moor Road sewer repair (see Appendix 2).

379/19 Chairman's Report

The Chair presented his report relating to discussions held with the Parish Hall Committee in connection with the entrance to the hall field.

380/19 Councillors Reports

Cllr. Wiggins – i) Attended the New Forest Consultative Panel meeting on 5/12/19, notes supplied to members; ii) Attended a HALC course on Basic Planning for Local Councils on 20/11/19.

Cllr. Chillcott – i) Attended the opening of the Citizens Advice New Forest Hub in Lymington on 21/11/19, notes supplied to members; ii) Provided members with an updated progress sheet for the Telephone Boxes project; iii) Attended the HALC course referred to above.

Standing orders were suspended at 9.00pm to enable the meeting to continue.

381/19 Agenda Items for the Next Meeting

APM Preparation; Community Transport; Precept setting; 2020/21 Council Objectives; NFDC Electoral Boundary Review; Revision of Standing Orders and Financial Regulations; Discussion of Parish Council requirements in respect of "revamp" of Parish Hall.

382/19 To Confirm the next meeting

The next meeting will take place on January 14th 2020 at Copythorne Parish Hall (rear Extension)

With no further business to transact, the Chairman closed the meeting at 9.10p.m

Signed by the Chairman: Date:



APPENDIX 1

Re: 366/19 County and District Councillors Reports

NFDC COUNCIL MEETING ON DEC 9th 2019

In accordance with Standing Order 21, Cllr Andrews will move the following motion on behalf of Cllr Hoare:-

We live in a unique part of the world and as such we have unique problems and challenges when trying to protect not just our wildlife and pets, but the ponies, cattle and pigs who freely roam the forest. These are an integral part of our history and culture, the animals are people's stock and livelihood. Fireworks can cause many problems for animals, not just from the noise, but from the debris of spent rockets which land within the forest, countryside and gardens which can cause severe distress or even death, if eaten.

Within the NFDC area there are also many people for whom fireworks are a source of distress, for example, the elderly, ex-service men and women and those who are vulnerable due to mental or physical challenges.

To this end the Council resolves to:

- (a) Engage with Government and local Members of Parliament to seek greater national regulation with regard to private and organised firework displays.*
- (b) Actively promote a public awareness campaign within the District about the impact of fireworks on animal welfare and vulnerable people, including precautions that can be taken to mitigate this.*
- (c) To require all public firework displays within (and encourage those just outside) the District to be advertised in advance of the event, allowing residents to take precautions for their animals and vulnerable people.*
- (d) To work with the NFNPA, Forestry England and Hampshire County Council for a joint and integrated approach.*

Under the provisions of Standing Order 41, the above motion, after being proposed and seconded (without speeches), should stand referred to the Cabinet, or to the Cabinet or such Committees or Panels as the Council may determine. However, the Chairman may allow the motion to be dealt with at this meeting if he considers it urgent, convenient or conducive to the despatch of business.

Signed by the Chairman: Date:



APPENDIX 2

Re: 378/19 Correspondence & Clerk’s Report (to include an update on Pollards Moor Road sewer repair issue)

Content of e-mail sent by the Clerk to the Chief Executive Officer of Southern Water on 6/12/19:-

Dear Mr McAulay

As Clerk to Copythorne Parish Council I am writing to you on behalf of the residents of the Parish in connection with a series of repairs to the “rising main sewer” in Pollards Moor Road, Copythorne that have been required over the last few years.

The latest of these repairs began on Thursday November 28th when the sewer burst outside Meadow View. The repair was completed yesterday, Thursday December 5th. The “works reference on the <https://one.network/> website is LQ001SWAT10219442, it is still showing as a “road closure” despite the works having been completed. There has been no report of the issue on Southern Water’s own Incident map.

I phoned your Customer Services Team at the start of this week and was promised a call back within 24 hours. This hasn’t been received, hence this e-mail to you directly.

Due to the narrow width of Pollards Moor Road it is necessary for it to be closed at the point of the repair to enable your contractors to work safely. This then results in traffic facing a diversion to get from either the A31 at the northern end or Winsor Road at the southern end to the many houses and businesses along Pollards Moor Road. Additionally, the road is on the ONLY bus route through the Parish. So it’s closure leads to inconvenience for those within a wider area of the Parish that rely on public transport.

Whilst the most appropriate diversion route is signposted, local knowledge leads many car and lorry drivers to use the more minor local roads (Pound Lane or Barrow Hill Road) as quicker alternatives for their journey. These roads are simply not suitable for some of the traffic and damage to verges - some along the edge of an SSSI - results.

Having spoken to your contractors, I am led to believe that the sewer pipe is made of “pitch fibre” which has greatly deteriorated over time and is the cause of the frequent “bursts”.

The Parish Council is concerned that as a result of the old (and now considered inferior) pipe we will be faced with more “emergency repairs” and the inconvenience that comes with them.

Please can I ask what Southern Water’s long term solution is for the problem that exists along the full length of Pollards Moor Road (from the Pumping Station at it’s northern end) and then along Winsor Road (down towards Bartley Junior School) along which the rising main sewer runs.

We have a Parish Council meeting at 7pm on Tuesday December 10th at which the Pollards Moor Road rising main sewer issues will be discussed. It would be useful if I could a response from Southern Water to share with the council and members of the public who will be present. I fully appreciate that the reply is likely to be of a “holding nature” but it would be good to know that the issue is under investigation.

David Rigby
Clerk & RFO, Copythorne Parish Council

Signed by the Chairman: Date: