

COPYTHORNE ANNUAL PARISH MEETING – MARCH 24th 2020

NOTES FROM PRESENTERS

Below are the presenter notes which would have been used at the meeting, had it gone ahead. Our thanks go to the various presenters for their notes so that we can produce this summary.

Minutes of the Previous Annual Parish Meeting

The minutes of the 2019 Annual Parish Meeting are available as a draft on the Parish Council web site. As there is no meeting in 2020 for the foreseeable future, these Minutes will remain as a draft until such time as they can be ratified and signed.

Opening Remarks and Parish Council Report: Chairman, Cllr. Simon Lucas

The theme of the Annual Parish Meeting this year is ‘**A celebration of Local Success**’ and ‘**Planning Future Developments for the Parish**’. We have several speakers for the meeting to tell us about activities and services which take place within the Parish plus some requests to participate, for help and opportunities to contribute.

Parish Council Report Summary

This has been a very busy year for the Parish Council, including as most of you will know, the local elections for the Parish and District Councils. We have a **new Parish Council as of May 2019**, with 4 Councillors re-elected and three new Councillors: 2 new elected Councillors in the South ward and a co-opted Councillor in the North ward. The full complement of Councillors is as follows:

Simon Lucas (Chairman); Steve Herra (Vice Chairman); Sylvia Wiggins; Graham Chillcott; John Goodwin; Lady Kara Hawks and Jackie Rhodes.

In addition, we said goodbye to our then Clerk, **Suzanne Middleton** (our last Annual Parish Meeting was ably Clerked by a locum, **Christine Howe**) and welcomed our new Clerk in late April 2019, **David Rigby**, who has very rapidly taken on the role with extreme enthusiasm! **Welcome (belatedly) to David!**

Other notable items include:

- The ongoing development of the **Parish Council 5 Year Local Plan** and its objectives, of which more later;
- The **Flooding Advisory Committee** has been working on a **Flood Plan** for the Parish – more on this later;
- An expansion of our ‘**media presence**’ for communications, again, more later;
- The annual **assessment of all our designated footpaths** in the Parish – undertaken by the Councillors in the summer;
- Commissioning the **work of the Lengthsman** to undertake a variety of jobs in our environment;
- Undertaking weekly **safety inspections of the new playground** at the Parish Hall;
- The commencement of a review of all our formal **procedural and governance** documents as a Parish Council to bring us up to date with current legislative requirements, and
- As is the case every year, the Parish Council set its precept in January 2020. For 2020/2021 the **precept increase** for the **Parish Council is £2,092.00**, taking into account some of the new projects and maintenance responsibilities the Parish Council has to deal with this year. This equates to an increase of **£1.64 per annum per Band D property** (Band A increase is £1.10 per annum and Band H is £3.28 per annum). The Parish Council Precept for 2020/2021 is now **£23,016.00** and the Parish Council budget for 2020/2021 is now **£24,516.00** (including £1,500.00 from reserves)

Parish Council Advisory Committees

In order to assist the Parish Council deal with a range of matters, Parish Councillors operate in a number of sub groups on specific themes. These are called Advisory Committees. They can’t make decisions, but they can deal with research and development and then make recommendations to the main Council for issue requiring approval.

There are **5 Advisory Committees** (members in brackets):

- **Finance including Recruitment:** (Cllrs. Simon Lucas (Chair); Steve Herra; Sylvia Wiggins and Graham Chillcott) – Parish Clerk*
- **5 Year Local Parish Plan:** (Cllrs. Simon Lucas (Lead Member); Steve Herra; Sylvia Wiggins and Graham Chillcott) – Parish Clerk*

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- **Flooding:** (Cllrs. John Goodwin (Lead member); Lady Kara Hawks; Graham Chillcott and Sylvia Wiggins) – Parish Clerk**
- **Media and Publicity:** (Cllrs. Steve Herra (Lead Member); Simon Lucas and Jackie Rhodes) – Parish Clerk*
- **Personnel and Governance:** (Cllrs. Simon Lucas (Lead Member); Steve Herra; Graham Chillcott and Jackie Rhodes) – Parish Clerk*

Note: *The Parish Clerk attends and takes minutes etc. ** the Parish Clerk attends as an observer

Finance and Recruitment AC:

The Finance and Recruitment Advisory Committee has been very busy this year and has undertaken several meetings. As well as dealing with a whole range of Finance issues and budget monitoring prior to full Parish Council meetings, the Advisory Committee also:

- Managed and delivered the **appointment of the new Clerk**;
- Dealt with the preparations for the **annual budget for 2020/2021** to be proposed to and voted on by the full Parish Council;
- Undertook regular monitoring of the **current revenue budget and reserves** prior to their consideration by the full Parish Council and
- Prepared the **Precept assessment** for 2020/2021 prior to full Parish Council approval.

5 Year Local Parish Plan AC:

The 5 Year Local Parish Plan AC has met several times to discuss progression of the Plan. We have started to review possible objectives for the forthcoming years and plan to request any suggestions from Parishioners at the APM – this will now be undertaken via the web site and Parish Council Newsletter.

Headline activities and developments include:

- We have started the project to change the **Village Signage** to new, common designed signs which connect us as villages in the Parish and in the National Park – to be actioned in due course;
- The **Parish Benches** refurbishment / replacement project is under way and equipment and new benches have been ordered – this will be enacted once the Lockdown has been suspended;
- The **Parish Telephone Boxes** project is also well under way with a good example of what we plan to achieve evident in the box at the Winsor Road layby
- We are also working towards a '**Copythorne Parish Design Statement**', which will be a very useful tool for future decision making. This will be developed over the next year and will ultimately be introduced via a major consultation with Parishioners before finalisation.
- Examining the replacement / updating of the **Parish Noticeboards** over a 2 year programme
- We plan to look in more depth at the **Environment and Sustainability** issues for the Parish in the coming year.

Flooding AC:

The Flooding Advisory Committee has been busy this year. The Committee were concentrating on preparing an update of the **Parish Flood Plan** to "launch" at the APM. However, instead, the Parish Flood Plan is available to view, along with other information, on a dedicated web page using the link available on the home page of the Parish Council's website.

Using the information available in the Parish Flood Plan you can:

- check your own property area's **flood risk**;
- understand the **nationally recognised warning system** and when it's used, the impacts likely to be seen and importantly what to do;
- **understand the types of flooding** and difference between a Main River and an ordinary watercourse, together with details of where further information can be found.

Many parishioners have **riparian responsibilities** and it is hoped that the details given in our flood plan will help everyone with such responsibilities understand how they can help improve the resilience of the Parish to respond to incidents of extreme wet weather.



Flooding in the Old Romsey Road/Cadnam Lane area of Cadnam, on Sunday 16th January 2020

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Flooding AC: (cont.)

The rear page of the flood plan **signposts contact details** for all the authorities that you may need to contact if you want to report any concern about potential or actual flooding to your property or local area.

Alongside the production of the Flood Plan the committee has been **reviewing the known areas where flooding has caused concerns** in the past, including the winters of **2000-2001, 2013-4** and more recently last winter, **2019-20**, these being: Old Romsey Road/Cadnam Lane area by the Cadnam River; the Bartley Village area alongside Bartley Water and the Pollards Moor/Romsey Road junction area.

The Advisory Committee has been, in conjunction with representatives of **Hampshire County Council's Flood and Water Management Team**, working towards issuing a report firstly on the **Copythorne Village** area and then **Bartley Village** area to investigate the causes of the flooding as well as any ways to make these areas more resilient to incidents of flooding.

A hard copy of the Flood Plan is available on request to the Parish Clerk, who will then forward your request to an FAC member.

Media and Publicity AC:

The Media and Publicity Advisory Committee focuses mainly on how the Parish Council communicates with the Parish and provides information beyond the normal formal meetings every month.

The **Parish Council Newsletter** is an example of the communication we address. The Newsletter has evolved over time and is now available at 4 outlets in the Parish – **Fourways Stores; Woodington Feeds; Budgen and Forest Pharmacy** - as a printed version as well as on the web site.

We are now developing new / improved avenues for communications:

- A recently launched **Parish Council Facebook** page;
- A possible **expansion of the Parish Council Newsletter** and its distribution (this is still under review and we are looking at the logistics of doing so);
- How we used the **Parish Noticeboards** into the future, including their siting and replacement.
- **Other forms of communication** including possible mailing lists – subject to data protection requirements (this is similarly yet to be examined in depth)

We are keen to ensure that we are as effective as possible in our communications with Parishioners and look to develop these avenues in some way, over time.

Personnel and Governance AC:

This is a newly formed Advisory Committee has met twice. It will deal with matters related to the **operations of the Parish Council in terms of the regulatory developments** which come at us thick and fast!

It will also manage any employed personnel related matters.

MAIN SPEAKERS:

Richard Williams PCSO

Richard has been our PCSO for some time now and knows the Parish very well.

There are regular **monthly 'surgeries'** which take place at the Fourways Stores frontage where Parishioners can meet with Richard and discuss any issues which they are aware of or are being affected by. Full details of these surgeries can be found in the **Beat Report** posted on the Parish Council web site.

Particular focus for the work this year is on:

- **Ensuring home security is good** – notably perimeter security and on outbuildings and workshops – a significant number of burglary incidents in the Parish relate to outbuilding thefts of tools and equipment / machinery – a useful check list for property owners is available in the Beat Report;
- **Dealing with 'scammers'** – fraudsters contacting people by telephone or unsolicited callers at the door – particularly for older and more vulnerable people. This is a major issue for the police as well as a priority for the NFDC.

Copythorne Community SpeedWatch (CSW) – Report from the Scheme Coordinators

The Copythorne **Community Speed Watch Team (CSW)**, have been carrying out traffic monitoring surveys for over **2 years**, focusing on speeding traffic in more populated areas around the Parish. They have a total of **9 different sites** that are Police checked and approved. The Team use a highly advanced piece of Police Approved kit, called a **Speed Indicating Device (SID)**, which either gives drivers a smile for observing the speed limit or a frown for those drivers who over the speed limit, indicating the actual speed of travel.

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Copythorne Community SpeedWatch (CSW) (cont.)

Each team member is fully trained and is vetted by the Police, rather like a DBS check and work as Police volunteers. You may have seen them out wearing their High-Viz jackets with the logo 'Community SpeedWatch'. The Police, especially our PCSO Richard Williams, fully support the CSW work undertaken by the team, as do the Parish Council.

The aim of the CSW is to educate the public about the problems that speeding traffic can have, particularly impacting on the lives of local residents. The main aims of CSW are:

1. Reduce Death and Injury on the roads
2. Improve the quality of life for local communities
3. Reduce the speed of vehicles to the speed limit
4. Increase public awareness of inappropriate speed.



During each CSW survey, the team record any speeding vehicle – i.e. a vehicle exceeding the speed limit by **10% plus 1 mph**, the team record the time, speed, vehicle registration, make, model, colour and any other vehicle information such as a company name that is exceeding the speed limit by 10% plus 1 Mph. Most surveys last for about 1½ hours.

The CSW Coordinators then process the survey information. Firstly the SID information is downloaded and the times and speeds of vehicles can be seen. Next, the written survey sheets are cross matched and processed before being emailed to the Police Coordinator for the New Forest and Test Valley.

The Police Coordinator then checks that the vehicle information recorded by the CSW Team is accurate before sending out an educational letter to each driver who exceed the speed limit, if it is their first or second offence. **There is also now cross force information sharing of repeat offenders.** Repeat offenders and also those drivers who are found to be excessively speeding can expect Police contact. **Excessive speeders are drivers recorded at 50+ Mph in a 30 zone and 66+ Mph in a 40 zone.**

A few statistics for you -

During 2019, the CSW Team:

- spent a total of **88 hours** out on road side surveys in the Parish (86.5 hours in 2018);
- they monitored **17,834** vehicles with **11,192** vehicles travelling over the allowed speed limit;
- The Police sent out a total of **2,011 letters** to drivers due to the efforts of the Copythorne CSW Team last year [in 2018 it was 2,184 letters]. Last year there were **50 'speeders'** [with 56 'speeders' in 2018]. So there has been some improvement on our local roads comparing 2018 with 2019. We hope that this improvement continues.
- Since May 2019, CSW teams across Hampshire have been able to survey roads up to **40 mph**. It would appear that motorists are much more compliant with speed regulations in the 40 mph zones than the 30 Mph zones. **The highest recorded speed in the 30 Mph zone last year was 65 mph but 'only' 63 mph in the 40 mph zone in the Parish.**

The Copythorne CSW Team pride themselves that they are usually out more than most other teams across The Forest. If you see them out on survey then do give them a friendly wave.

If you would like to come out and experience a survey for yourself you would be most welcome, even for half an hour! For more information either **contact The Clerk, David Rigby or PCSO Richard Williams.**

The Royal British Legion – Hampshire, Dorset Wiltshire and I.O.W. Area

The Legion is structured around area teams.



The Copythorne and District Branch meet on the **second Tuesday of the month and 7.30 p.m. in the Legion Hall**, (on the corner of Winsor Road and Southampton Road opposite the Haywain pub). The Legion currently has **80 members** and always welcomes new joiners (you do not have to be 'ex-service'!) If you're interested in joining, full information can be obtained by contacting the **Membership Secretary, John Stubbington, on 02380 861 195.**

Here are some useful facts for **November 2018 to November 2019:**

- There are a total of **151** working branches with **12,406** members;
- The Area Team responded to **1,967** individual cases;
- The Independent Living team worked with **440** clients;
- Welfare Grants were delivered to the value of **£745,383.00** to **1270** clients and the average age of those supported with grants was **57**;

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The Royal British Legion – Hampshire, Dorset Wiltshire and I.O.W. Area (cont.)

- The Benefits Debt Money Advice Service worked with 408 clients securing a gain of **£703,183.00**;
- The War Pensions Team secured a gain of **£169,670.00** for clients in the south;
- The Annual Poppy Appeal raised **£18m** in the south;
- On 'D Day 75' the Legion took **39 veterans** from the area to the commemorations;
- There was a total footfall of **12,127** within the Area 'Pop In';
- Admiral Nurses worked with **122** families within the area, and finally
- Customer satisfaction for services etc. in the south was **84%**.

Stanley's Own Magazine – A Journey Described by Roy Farmers (Joint Editor)

In **November 1963**, I knew that there was a need to communicate with all the parents of some 150 uniformed members of Stanley's Own Scout Group at Copythorne (there was no email or social media then!). The magazine is now in its **57th year** and has been published every month without break on its familiar yellow paper. All the people who manage, edit and deliver the magazine are volunteers and the Scout Group makes no profit from the venture.

Gradually, over the years, other organisations have requested space in the magazine and accordingly the number of pages increased significantly. **We now average some 30 plus pages a month and have a circulation approaching 400.**

All our busy churches have **regular articles** as do both our schools, the Sundowners, Women's Institute, Royal British Legion Parish Hall and the History Society as well, of course the Scout and Guide sections, to name a few. Many local businesses have continued to advertise their valuable services over the years.

The Parish Council contributes a two page **Newsletter** every month which is also printed separately.

Notable articles have included a personal letter from **Harold Wilson**, the then Prime Minister, **the first men on the moon**, (who were, incidentally, all Eagle Scouts), and of course, the **climbing of Mount Everest in 2006 by Assistant Scout Leader Rhys Jones** when he was 20: claiming a world record! Rhys has written about his adventures across the world ever since.

It is estimated that there are **40 regular contributors** to the magazine, which is printed in record time by **Russ Parke, MBE** (Hampshire Youth Corporation), and managed by Trevor Rice. However, the contribution by **Alison Henvest** each month is substantial and she has enhanced its style no end.

It is clear that while we have a good circulation, many residents are unaware of its value as a handy tool to find out what's going on. Many residents are housebound and have no access to social media.

Indeed, the present situation only demonstrates the need to have the benefit of your neighbours, those around you and the community to keep in touch. Due to the current circumstances, the publication of the magazine is currently suspended, but we'll be back up and running as soon as it is possible to do so. **If you'd like to subscribe, please contact Trevor Rice on 02380 813 661.**



Parish Pickers



Parish Pickers was formed in February 2019 to combat the ever-growing litter problem.

What started as a group of friends is now an established **Community Group** with a constitution, committee, insurance to cover volunteers and third parties, a website, Facebook page, e-mail address and bank account.

All our labour is voluntary but we still have expenses: Litter Pickers, Hi-Viz Waistcoats, Signs, Bin Bags and Website Hosting. All this amounts to about **£500 per year**. In December we were able to secure commercial **sponsorship from Paultons Park** to cover our costs for the next 3 years.

We have been meeting every Sunday at 09.30 and in a little over 1 year we have collected **387 bin bags** full of litter.

Virus permitting, in the next year we hope to continue our efforts, involve local schools, invite people to adopt a road to keep clean, and to replicate our organisation in other Parishes.

It's a great way to support our community and really make a difference!

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Copythorne Parish Hall – Redevelopment Update

Following on from the previous presentations regarding the **development planning** for the Parish Hall, the Parish Hall Committee has continued to progress on the various activities needed to create a proper plan for change albeit not at the pace we would have liked for a variety of reasons.



Some aspects of our work have been affected by the **need to undertake some essential maintenance** to the Hall, ensuring that it is safe and continues to be able to function properly. In addition, some of the external 'quick wins' have been delayed initially by the very poor weather experienced since December and more latterly by the Corona Virus restrictions, which have limited our capability to undertake work involving groups.

The Hall was, unfortunately, **closed to all activity** in March following government requirements for public buildings.

However, the Parish hall Committee has continued to work on development plan activities for the future, as well as continuing some of the essential maintenance to ensure the Hall is safe and secure for current users and activities. Highlights include:

- The new **covered bicycle rack** for the car park has been ordered plus bike racks to place outside the playground – the installation date for these is yet to be finalised;
- Some **specific asbestos removal** works have been commissioned to allow for replacement of some wiring and stage lighting equipment in the main hall;
- A new **disabled access ramp** for the fire escape in the annexe has been installed;
- **Repairs to the Hall floor** are programmed and due to commence soon, subject to current restrictions;
- A '**makeover**' in the **current foyer / entrance** including new noticeboards and lighting has taken place as an interim improvement pending the later major works;
- A process to **commission Architects** to undertake an initial feasibility study / options appraisal for Hall development based on the brief prepared by the Hall Committee using feedback from the community event. Proposals from Architects have been submitted for the work and are currently being considered. If we proceed, we expect the study to take place over the next few months, and
- Investigations into available capital grant funding for Community Hall are well under way.

We hope that we can return full momentum on our development project as soon as the current crisis is over but in the meantime we are, as can be seen from the above, doing what we can to continue with the development / improvement planning.

Community Transport



Following some feedback from Parishioners, the Parish Council was keen to do some research into the current status of **Community Transport links** as it affects the Parish and surrounding area – to try and establish what was available to our community, in the light of recent changes in the levels of formal bus services. The research was carried out by Cllr. Graham Chilcott and reported to the March Parish Council meeting.

In summary the study into a Community Transport Link in Copythorne Parish, found that since the T3, T4 Blue bus service was cut back last year to

Tuesdays and Thursdays only, **there is actually more transport available locally than appears at first glance**. Services already available, for example:

- **Taxi Share Scheme**
- **A Call and Go minibus Service**
- **Neighbourhood Voluntary Car Schemes etc.**

Therefore, taking this into account, the Parish Council has decided to **produce a leaflet** containing full details of all known local transport arrangements which will be distributed locally (including in the telephone box information points and local shops) and also made available on the Parish Council website.

The next stage of undertaking a formal local transport needs survey will be put on hold until when / if the T3, T4 bus stops altogether.

Also at that time contact will be re-established with the Hampshire **Community Transport Team** with a view (assuming the survey identifies a need) to providing a suitable local transport link.