



**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD BY EXCHANGES OF E-MAILS ON TUESDAY APRIL 14<sup>th</sup> 2020**

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

Also online: David Rigby – Clerk/R.F.O.

No members of the public were present

The meeting commenced at 7.00pm by means of an e-mail sent by the Chairman to all members and the Clerk, which was acknowledged by all.

**STANDARD AGENDA ITEMS**

**60/20 Apologies**  
None

**61/20 Declarations of Interest in items on the Agenda**  
None

**62/20 Public Session**  
No members of the public sent any comments to the Clerk as invited by the Agenda.

**63/20 County and District Councillors Reports**  
District Cllrs. Andrews and Tipp provided written reports in advance of the meeting. These were shared with the members and are included in the supporting documents for this meeting on the Parish website.

**64/20 Planning Applications; TPOs and Tree Works Requests**  
**NFNPA Planning Applications**  
20/00103 – Bartley House, Brockishill Road, Bartley, SO40 2LN Single storey extension  
Parish Comment: 3 - We recommend PERMISSION, for the reason listed (subject to recommendations made by the Conservation Officer being included in the plans).  
All in favour as part of an electronic vote following previous e-mail exchanges between all councillors.

20/00104 – Bartley House, Brockishill Road, Bartley, SO40 2LN Single storey extension (Listed Building)  
Parish Comment: 3 - We recommend PERMISSION, for the reason listed (subject to recommendations made by the Conservation Officer being included in the plans).  
All in favour as part of an electronic vote following previous e-mail exchanges between all councillors.

20/00143– Hollybank Cottage, Newbridge Road, Cadnam, SO40 2NX Outbuilding; Demolition of existing outbuilding.  
Parish Comment: 3 – We recommend PERMISSION, for the reasons listed (subject to recommendations made by the Tree Officer being made a condition).  
All in favour as part of an electronic vote following previous e-mail exchanges between all councillors.

20/00075 – 8 Pundle Green, Bartley, SO40 2LG Single storey rear extension  
Parish Comment: 1 – We recommend PERMISSION, but would accept the decision reached by the NPA's Officers under delegated powers.  
All in favour as part of an electronic vote following previous e-mail exchanges between all councillors.

Signed by the Chairman: . . . . . Date: . . . . .

20/00156 – Dybdale, Southampton Road, Cadnam, SO40 2NF Single storey first floor extension (demolition of existing conservatory)

Parish Comment: 4 – We recommend REFUSAL, for the reason listed (request exceeds the 30% increase limit allowed under DP36 of the NFNPA Local Plan)

All in favour as part of an electronic vote following previous e-mail exchanges between all councillors.

**NFNPA Tree Works Requests**

None

**NFDC Planning Applications & Tree Works Requests**

No applications

**65/20 Planning Decisions made since last Council meeting**

**NFNPA**

**Planning Applications decided**

19/00971 - Cadnam Green Yard, Cadnam Lane, Cadnam, SO40 2NU. Retention of 1no shipping container. NFNPA Decision – Temporary permission granted.

19/00978 - 2 Harewood Cottages, Winsor Road, Winsor, SO40 2HN. Single Storey extension. NFNPA Decision – Grant subject to conditions

20/00088 - Forest View Farm, Furzley Lane, Furzley, SO43 7JJ Application to remove condition 2 of application NFDC/87/34843 (erection of a house and double garage (revised siting)) to allow permitted development rights. NFNPA Decision – Approve without conditions

20/00089 - Forest View Farm, Furzley Lane, Furzley, SO43 7JJ Retention of single storey extension. NFNPA Decision - Refuse

20/00092 – Moor Farm, Barrow Hill Road, Copythorne, SO40 2PH Continued use of land and building for the storage and logging of felled timber. NFNPA Decision - Refuse

**Tree Works Requests decided**

CONS/20/0063 – The Firs, Pound Lane, Copythorne, SO40 2PD. Prune 2 x Oak tree; Prune 1 x Pine tree. NFNPA Decision - Raise no objections

**NFDC** – No cases

**66/20 To Approve the Minutes of the Meeting of March 10<sup>th</sup> 2020**

**RESOLVED:** The minutes (which had been previous circulated to all members) were agreed as part of an electronic vote and subsequently signed by the Chairman.

**67/20 Matters arising from the Minutes of the previous meeting**

**ACTION - 44/20 - Planning Appeal re NFNPA 19/00719 - Clerk submitted the response approved by the members to the Planning Inspectorate on March 25<sup>th</sup> 2020.**

**ACTION - 44/20 Planning Applications 20/00092 - Clerk submitted the list of conditions approved by the members to NFNPA on March 16<sup>th</sup> 2020**

**ACTION - 48/20 - As a result of the postponement of the APM, Cllr Chillcott has been unable to present his findings on Community Transport. They will be added to the Parish Council website as part of the APM document pack shortly.**

Signed by the Chairman: . . . . . Date: . . . . .



ACTION - 49/20 - Clerk placed the order for 400 copies of the Parish Flood Plan leaflet on March 11<sup>th</sup> 2020 and added the last item of agreed Flooding related content to the Parish Website on March 25<sup>th</sup> 2020.

**REPORTS AND PRESENTATIONS**

None

**COUNCIL ADMINISTRATION**

**68/20 Finance**

**a. To receive and agree the Bank Reconciliation for March 31<sup>st</sup> 2020**

The Bank Reconciliation (together with supporting documents) was circulated to members prior to the meeting and approved by all members as part of an electronic vote.

**b. To receive and agree an additional monthly payment schedule for March 2020**

A payment schedule (together with supporting invoices) comprising two payments for a total of £178.24 was circulated to members prior to the meeting and was approved by all members as part of an electronic vote.

**c. To receive and agree a monthly payment schedule for April 2020**

A payment schedule (together with supporting invoices) comprising four payments for a total of £768.20 was circulated to members prior to the meeting and was approved by all members as part of an electronic vote.

**69/20 Correspondence & Clerk's Report**

The Clerk presented his report (this was circulated to all members prior to the meeting and a copy is included in the supporting documents for this meeting on the Parish website).

Prior to the meeting Cllr. Chillcott raised a query regarding point 3 and the reply received from HCC Highways re New Inn Road as to whether they considered the road safe and when it will next be inspected by them. The Clerk agreed to ask HCC Highways those questions.

**ACTION – Clerk to e-mail HCC Highways for answers to Cllr. Chillcott's questions.**

Prior to the meeting Cllr. Chillcott also asked a query regarding point 8 that if were still in lockdown do we have a competent person available on the 13<sup>th</sup> May to carry out the 8 week Playground inspection. The Clerk advised the members who, amongst the council members, could undertake the inspection if it was required and that if none of them were able to do so that he would need to source a competent person from outside the council.

Prior to the meeting Cllr. Goodwin raised a query regarding point 1 as to whether, under the new legislation referred to, the date of a meeting could be changed, as proposed, at such short notice without giving sufficient public notice. The Clerk confirmed that the S.I. allows for dates to be changed but the same required notice needs to be given.

**70/20 Chairman's Report**

The Chair presented his report (this was circulated to all members prior to the meeting and a copy is included in the supporting documents for this meeting on the Parish website).

Prior to the meeting Cllr. Goodwin asked whether the Chairman could, without a resolution of the full Council determine how future Council meetings will be conducted. The Clerk advised that the S.I. is quite broad in the changes that can be made and stated that if an important issue needed to be debated/considered that it would be.

Signed by the Chairman: . . . . . Date: . . . . .

**71/20 Councillors Reports**

Prior to the meeting all members were invited to submit their reports to the Clerk. Those reports were then circulated to all members and a copy was included in the supporting documents for this meeting on the Parish website.

**72/20 Agenda Items for the Next Meeting**

Given the unusual circumstances that we find ourselves in as a result of the Coronavirus pandemic and the restrictions on public gatherings the Clerk has advised that until such time as the Council can meet face to face monthly council meetings will primarily focus on planning and council financial matters along with any matters considered as urgent by the Chairman, Vice Chairman and the Clerk. These can be summarised as:-

- matters which could bring the Council into disrepute if not addressed,
- matters which might put the Council at financial risk if not addressed, and
- matters which might put the Council at legal risk if not addressed

**73/20 To Confirm the next meeting**

The next meeting will take place on May 12<sup>th</sup> 2020. The location and/or meeting method will be advised in due course.

***With no further business to transact, the Chairman closed the meeting at 7.47pm by means of an e-mail to all members and the Clerk.***

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