

**DRAFT MINUTES OF THE COPYTHORNE PARISH COUNCIL MEETING HELD ONLINE AT 7.00 PM
ON NOVEMBER 10th 2020**

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

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

By invitation: County Cllr Edward Heron; Dist. Cllrs Diane Andrews and Derek Tipp

Three members of the public were present

STANDARD AGENDA ITEMS

176/20 Apologies

Dist. Cllr. Joe Reilly

177/20 Declarations of Interest in items on the Agenda

None

178/20 Public Session

Two members of the public spoke separately about the NFDC Draft Waste Strategy. Both focused on their opposition to the introduction of “wheelie bins” and questioned the likely costs of the proposed strategy.

179/20 County and District Councillors Reports

County Cllr. Edward Heron asked if we would remind Copythorne residents of the COVID -19 helpline provided by HCC (0333 370 4000).

Dist. Cllr. Andrews provided detail of the numbers of COVID-19 cases in Hampshire. Numbers in the New Forest are lower than other areas but we should not be complacent in dealing with COVID.

Dist. Cllr. Tipp mentioned the NFDC Draft Waste Strategy consultation due to start shortly. He advised that NFDC are still expecting bids from “Not for profit” organisations to take over the running of NFDC Leisure Centre. Costs to repair Milford Sea Wall have increased, NFDC hoping for grant support from external bodies to assist.

180/20 Planning Applications; TPOs and Tree Works Requests

NFNPA Planning Applications

20/00607– Mill House Farm, Southampton Road, Cadnam, SO40 2NF – Single storey extension; roof alterations to existing single storey extension

Parish Comment: 3 – We recommend PERMISSION (*See NFNPA Planning Portal for full details*)

Cllr. Herra proposed, Cllr. Chillcott seconded. All members in favour

NFDC Planning Applications

None

NFNPA Tree Works Requests

TPO/20/00553 – Charles King Hall (Scout Hut), Romsey Road, Copythorne, SO40 2PB – Prune 1 x group of Oak trees; Prune 1 x group of Oak and Beech Trees

CONS/20/0569 – The Bungalow; Whitemoor Lane Winsor, SO40 2HD – Fell 6 x Poplar trees

TPO/20/0576 – Tarquinian, Barrow Hill Road, Copythorne, SO40 2 PH – Prune 3 x oak trees; Prune 2 x groups of Oak trees

Signed by the Chairman: Date:

Responses - Due to responses needing to be submitted before the date of the meeting, councillor opinions were gathered by e-mail and "Leave decision to Trees Officer" responses were sent to NFNPA for the above three applications prior to the meeting.

CONS/20/0589 – St Jacques Cottage, Old Romsey Road, Cadnam, SO40 2NP – Prune 2 x Poplar trees
CONS/20/0606 – Bartley Manor Coach House, Bartley Manor, Brockishill Road, Bartley, SO40 2LN – Prune 2 x Oak trees; Fell 1 x Horse Chestnut tree; Fell 1 x Spruce tree
Responses – Both requests - "Leave decision to Trees Officer"

NFDC Tree Works Request

None

181/20 Planning Decisions made since last Council meeting

NFNPA

Planning Applications decided

20/00600 – Kennington, Kennington Lane, Cadnam, SO40 2NE – Replacement dwelling; 2 outbuildings
NFNPA Decision – Delegated to officer - Grant subject to conditions

NFNPA Tree Works Requests decided

CONS/20/0496 - 1 Moulands Cottage, Winsor Road, Winsor, SO40 2HN - Fell 1 x Eucalyptus tree
CONS/20/0524 - Bramble Wood, Copythorne Cres, Copythorne, SO40 2PE - Prune 1 x Lawson Cypress tree
CONS/20/0528 - Ravenscroft, Winsor Lane, Winsor, SO40 2HG - Fell 3 x Apple tree
CONS/20/0549 - Whitehorn, Winsor Road, Winsor, SO40 2HP - Fell 1 x Picea tree
TPO/20/00553 - Charles King Hall (Scout Hut), Romsey Road, Copythorne, SO40 2PB - Prune 1 x group of Oak trees; Prune 1 x group of Oak and Beech Trees
First four - "Raise no Objection"; Final one – "Grant"

NFDC

Planning Applications & Tree Works Requests

No cases

182/20 To Approve the Minutes and agreed actions of the Meeting of October 13th 2020

Proposed Cllr. Chillcott, Seconded Cllr. Wiggins. All in favour

RESOLVED: The minutes were agreed and soon as is practical they will be signed by the Chairman.

ACTION – Clerk to ensure that the minutes are signed by the Chairman

183/20 Matters arising from the Minutes of the previous meeting

- 140/20 (FROM SEPT 2020 MTG) The Clerk wrote to Steve Avery as requested on September 30th 2020. A holding reply was received on Oct 22nd. A full response was chased on November 2nd and is awaited (and diarised)
- 161/20 The Chairman signed the minutes
- 164/20 The Clerk has obtained quotes and Cllr. Chillcott's request is Item 9 on today's agenda
- 167/20 The Clerk has completed these actions
- 168/20 a. Cllr. Wiggins signed the reconciliation.
- 168/20 b. Cllrs. Lucas & Wiggins signed & returned the schedule & Electronic Payment Instructions.
- 169/20 The Clerk completed this action
- 170/20 The Clerk completed this action.
- 172/20 The Clerk completed these actions

Signed by the Chairman: Date:

REPORTS AND PRESENTATIONS

184/20 To receive an updating report on the Parish Design Statement

Cllr. Chillcott presented a report (a copy of which is included in the supporting documents for this meeting on our website). He advised that the dates within the timeline remain indicative. Each of the three recommendations was taken in turn.

RESOLVED: The recommendations be accepted.

1. Proposed Cllr. Chillcott, Seconded Cllr. Wiggins, all in favour
2. Proposed Cllr. Chillcott, Seconded Cllr. Rhodes, all in favour
3. Proposed Cllr. Chillcott, Seconded Cllr. Lady Kara, all in favour

ACTIONS – Clerk to e-mail copy of leaflet to all members; arrange printing and posting of leaflet

185/20 To receive an updating report on the Telephone Boxes Project

(PCSO Richard Williams joined the meeting as a member of the public for this item).

Cllr. Chillcott presented a report (a copy of which is included in the supporting documents for this meeting on our website). As a late addition to the report Cllr. Chillcott advised (and the Clerk confirmed) that a parishioner had made an anonymous donation of £170 to support the maintenance of the telephone boxes. The parishioner had also asked that the Council register “..thanks to Cllr. Chillcott for all the work he has put into refurbishing the various phone boxes in the parish..”. Cllr Lucas proposed and Cllr Herra seconded that we accept with thanks the donation, all in favour. As a result of this donation, Recommendation 2 within the report was amended to reflect that the donated funds would be used to fund the purchase and not Council funds. Each of the two recommendations was taken in turn.

RESOLVED: The recommendations as amended above be accepted.

1. Proposed Cllr. Rhodes, Seconded Cllr. Chillcott, all in favour
2. Proposed Cllr. Chillcott, Seconded Cllr. Wiggins, all in favour

Cllr Chillcott thanked PCSO Richard Williams for his support & help in dealing with the vandalism suffered.

ACTION – Clerk to record the purpose of the donation in the Council accounts, acknowledge it with thanks and make the agreed purchase.

186/20 To receive a report from the Flooding Advisory Committee

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

RESOLVED: The report be accepted.

Proposed Cllr. Chillcott, Seconded Cllr. Wiggins, all in favour. **APPROVED**

187/20 To receive a report on the NFDC Draft Waste Strategy.

Cllr. Herra presented a report (a copy of which is included in the supporting documents for this meeting on our website). Following discussions it was agreed to amend recommendation 2 of the report to read “*We welcome the chance to be consulted on the NFDC proposals and accept the need to improve recycling rates but reject the notion that wheelie bins enhance our community. We would wish to continue recycling using bags*”. Each of the two recommendations was taken in turn.

RESOLVED: The recommendations as amended above be accepted.

1. Proposed Cllr. Herra, Seconded Cllr. Chillcott, all in favour. **APPROVED**
2. Proposed Cllr. Herra, Seconded Cllr. Wiggins, all in favour. **APPROVED**

ACTION – Clerk to send an e-mail to NFDC seeking answers to the questions and giving them details of the resolution approved.

Following approval of Cllr Herra's proposals it was agreed that once answers were received to the questions posed to NFDC that a draft report be prepared by Cllr. Herra. This draft report would then be initially circulated to Cllrs. Rhodes and Lucas for review and comment ahead of a further debate at the next Parish Council meeting on December 8th 2020.

COUNCIL ADMINISTRATION

188/20 a. To receive and agree the Bank Reconciliation for October 31st 2020

The Bank Reconciliation was presented to the meeting by the Clerk. As soon as is practical it will be signed by Cllr. Goodwin.

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

ACTION – Clerk to ensure that the reconciliation is signed by Cllr. Goodwin

b. To receive and agree the Payments Schedule for November 2020

The Monthly Payment Schedule comprising 11 payments for a total of £1889.96 was presented to the meeting by the Clerk. The schedule was approved by all members. As soon as is practical the schedule & the required Electronic Payments instruction (ref EP31 to EP34) and cheque (134) will be signed by Cllrs. Lucas & Goodwin.

Proposed Cllr. Chillcott, Seconded Cllr. Wiggins, all in favour. **APPROVED**

ACTION – Clerk to ensure schedule, electronic payments instructions and cheque are signed by Cllrs. Lucas & Goodwin.

189/20 To nominate three councillor representatives to join the NFNPA Forest North East Conservation Area Working Group

The Clerk read through a report (a copy of which is included in the supporting documents for this meeting on the Parish website) with the recommendation that Cllrs. Chillcott, Goodwin & Wiggins be appointed. Proposed by Cllr. Rhodes, seconded by Cllr. Herra, all in favour.

ACTION – Clerk to advise David Illsley (NFNPA Policy Manager) of our nominees.

190/20 Correspondence & Clerk's Report

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 advised verbally that a letter of condolence had been sent to the family of Brian Soffe (of SC Soffe & Sons) who passed away on September 14th 2020.

191/20 Chairman's Report

The Chair presented his report (a copy of which is included in the supporting documents for this meeting on our website). In respect of the "HALC Mini Conferences" he added that the Clerk will send out copies of the presentation slides once all have been received from HALC.

ACTION – Clerk to send out slide packs once all received.

Standing Order 3z was suspended at 9pm to allow the meeting to continue

192/20 Councillors Reports

Cllrs. Chillcott and Rhodes advised that they had attended a New Forest Zero Carbon Alliance virtual meeting on "Active Travel and Liveable Streets" on November 9th 2020. A report on the meeting will be provided to members by Cllr. Rhodes.

193/20 Suggested Agenda Items for the Next Meeting

- Parish Design Statement Update (GC)
- Splitwind Pond Maintenance Programme (Clerk/JG)
- SID Replacement Report (Clerk/SL)
- Follow up response to the NFDC Draft Waste Strategy (SH)
- Parish Online – Mapping Software (JG)
- Budget setting for 2021/22 (Clerk)
- Review of Terms of Reference for representing the Parish Council on Outside Bodies (Clerk)
- Initial APM Planning Discussion (Dec/Jan – SL)
- Bartley Crossroads (January – GC)
- Sports Wall/Field Access (January – JR)
- Bus Shelter (January - JG)
- Consideration of actions towards establishment of an Environmental Policy for the Council (tba)

194/20 To Confirm the next meeting

The next meeting will take place on December 8th 2020 (venue and/or meeting method will be advised in due course depending on current COVID-19 restrictions).

With no further business to transact, the Chairman closed the meeting at 9.08pm

DRAFT