



# DRAFT NOTES

## COPYTHORNE PARISH COUNCIL

A meeting of the Five Year Plan Advisory Committee was held via Zoom Video Conference on Thursday September 16th 2021 starting at 10am.

Attendees:-

Voting:- Cllrs Graham Chillcott; Steve Herra; Jackie Rhodes; Sylvia Wiggins

Non Voting:- Mr. David Rigby – Clerk and RFO

### A G E N D A (with DRAFT notes of discussion)

1. **Apologies for absence** – None
2. **Declarations of Interest** – None
3. **Review of notes of previous meeting (May 28th 2021)** – All present were happy that the notes of the previous meeting were accurate.
4. **Update on Parish Environmental Policy (JR)** – JR advised that a report had been presented to the Council meeting on September 14<sup>th</sup> 2021; an article about a launch meeting appeared in the September magazine and has generated interest from seven people. A Facebook post will be added shortly. A date will then be set for the launch meeting.
5. **Update on Benches Project (DR)** – DR advised that the refurbishment of the bench near the White Hart Inn had been completed and members asked that a vote of thanks to Simon Lucas for his work on this task be noted. The possible donation of a bench at Pollards Moor Crossroads to replace the previous one was not now happening. With the Council having now taken on ownership and maintenance of the bus shelter at the same location it was suggested that no replacement was needed. All members present agreed. It is proposed therefore that the next bench to be renovated will be the one at Splitwind Pond and DR will gather prices for the work to present a recommendation to a future Council meeting.

JR noted that the grass was worn out in front of the two recycled plastic benches on the Parish Hall field and it was agreed to discuss with the Parish Hall Committee the possibility of concrete paving slabs being laid by the Council to mitigate this issue.

As part of the Council's contribution to marking the Queen's Platinum Jubilee it was suggested that a picnic bench be purchased and installed near to the Playground. DR advised that the company who supplied the recycled plastic benches on the Hall Field produced a wheelchair accessible bench. Members agreed that costings should be investigated and a preliminary discussion held with the Parish Hall Committee about this idea.

6. **Update on Telephone Boxes Project (GC)** – GC advised that almost all of the “renovation” work on all four boxes was now complete. Polycarbonate window panes have been purchased for the remaining box with glass panels and these will be installed shortly. Concerns exist over some of the boxes becoming unofficial depositories for books. It was agreed that books should be removed from all bar the Newbridge box with GC to have a discussion with the local residents that look after this box regarding removal of the books.
7. **Update on noticeboards (DR)** – DR advised that the first two replacement noticeboards had been installed in Newbridge and the Winsor Road layby. With funds allocated in the 2021/22 budget; held in designated reserves; and potentially coming from a County Cllr grant we could now look at ordering another 2 (possibly three) replacement boards. Likely locations would be near the Scout Hut; near Bartley Post Office; and at the Parish Hall. Members agreed that costings should be obtained in readiness for a report to be presented at a future Council meeting.
8. **Update on “Parish Design Statement” (GC)** – GC advised that an article had been prepared for the October newsletter and that an item would be included on the agenda for the Parish Meeting being planned for November 25th
9. **Discussion of other matters relating to the Aims and Responsibilities of the Five Year Plan Advisory Committee** – JR raised a concern that loneliness for many of our residents was still an issue. She felt that whilst many groups in the parish provided valuable support in this area their good works may not be widely known. It was suggested that the Council looks at creating a “directory” to be shared.

GC advised that a new (mini)bus service was due to commence shortly and as a result he would update the “local transport options” report he prepared “pre COVID-19”

10. **Agree date for next meeting** – Friday December 3<sup>rd</sup> 2021, 10am

The meeting closed at 10.50am

## COPYTHORNE PARISH COUNCIL – FIVE YEAR PLAN ADVISORY COMMITTEE – SEPT 16TH 2021

### ITEM 3 – REVIEW OF DRAFT NOTES OF PREVIOUS MEETING (MAY 28TH 2021)

A meeting of the Five Year Plan Advisory Committee was held via Zoom Video Conference on Friday May 28th 2021 starting at 10am.

Attendees:-

Voting:- Cllrs Graham Chillcott; Steve Herra; Jackie Rhodes; Sylvia Wiggins

Non Voting:- Mr. David Rigby – Clerk and RFO

#### **A G E N D A** (with **DRAFT** notes of Discussion)

1. **Election of a Chairman** – Cllr. Steve Herra was unanimously approved as Chairman by the voting members.
2. **Apologies for absence** - None
3. **Declarations of Interest** - None
4. **Review of notes of previous meeting (Feb 19th 2021)** All present were happy that the notes of the previous meeting were accurate.
5. **Discussion on creation of a Parish Environmental Policy (JR)** – JR talked through her report to the meeting. It was agreed to amend the opening words of the last Action to read “Establish a community task force.....”. All members were in favour of presenting the policy as amended to Council at it’s July 13<sup>th</sup> 2021 meeting as part of a larger report on Environmental activities.
6. **Update on Benches Project (DR)** – In respect of the “to be donated” bench near the bus shelter, the Clerk advised that due to the donors concerns regarding the possible theft of the bench it is not now to be donated. A possible alternative donated bench is being discussed. The renovated bench for near the White Hart Inn has been completed and will be installed shortly. We now need to move on to the renovation of the bench near Splitwind Pond.
7. **Update on Telephone Boxes Project (GC)** – GC advised that he will soon need to request the purchase of 30-40 polycarbonate windows for the Winsor Road & Pound Lane boxes. Copies of the parish newsletter will now be available in the phone boxes. Electrician will be installing the light in the New Inn Road box shortly. Thanks offered to GC & SW for their hard work.
8. **Update on replacement of Winsor Road & Newbridge noticeboards (DR)** The Clerk advised that the two noticeboards had arrived earlier this week. Once the necessary fixings have been purchased arrangements will be made for their installation.
9. **Update on “Parish Design Statement” (GC)** – Still on hold pending the ability to arrange a “face to face” Parish Meeting.
10. **Discussion of other matters relating to the Aims & Responsibilities of the Five Year Plan Advisory Committee.** – Need to consider other items to replace projects as they end.
11. **Agree date for next meeting** – Friday September 3<sup>rd</sup> 2021, 10am (provisional)