



MINUTES OF THE MEETING OF SOPLEY PARISH COUNCIL

HELD ON MONDAY 22nd AUGUST 2022 at Sopley Parish Hall commencing at 7.30pm

Present: Cllr. D. Shutler (Chair) Cllr. J. Allen, Cllr.J. Ludford; Cllr,T. Langford and Cllr. G. Vines.

Mrs. K. Hughes (Clerk) and Mr. E. Macknamara (Locum Clerk)

The Chair welcomed the Clerk to the meeting.

Also Present: Cllr Thierry (Hampshire County Council} Cllr. T. Ring (New Forest District Council) and 6 Members of the Public

The Locum Clerk confirmed that the meeting was quorate and that there were no declarations of interest in respect of Agenda items.

1. APOLOGIES FOR ABSENCE – Cllr. K. Brake

PUBLIC PARTICIPATION:

- Police Presence: A member of the public expressed disappointment that a representative from the Police was not present at the meeting following the theft of the recently installed Queen's Jubilee Bench.
The Locum Clerk read an email from Inspector Ord who had been unable to attend the meeting but was willing to attend a future meeting. The Clerk also explained that she hoped to meet the area PCSO shortly. Cllr. Ring also informed the meeting that Inspector Ord had been appointed to the area some months previously and had attended recent meetings of Ringwood Town Council when invited.
- Right of Way: The Locum Clerk reported that Hampshire County Council intended to carry out work on the right of way (Avon Valley Footpath) and clear vegetation as well as bank reversion work along the stream behind Meadow Close. Cllr. Thierry further explained that the Rights of Way Team would ask the newly appointed Ranger to oversee work and also encourage Volunteers to become involved. Grants were also available to Parish Councils for doing such work along public rights of way. The HCC Ranger would be asked to contact the Clerk to arrange for this work to be undertaken.
- Footpath extension Sopley: A resident asked for an update on the possible extension of the footpath from the Parish Hall to join the footpath in Ringwood Road. The Chair reported that the cost of this work would exceed the Parish Council's Budget and was the responsibility of Hampshire County Council. Cllr. Thierry agreed to take this matter up with the County Council but asked if the Clerk would inform him of the exact location.

1. **Minutes of the Meeting held on the 20th July, 2022:** The minutes of meeting held on the 20th July, 2022 having been circulated prior to the meeting were approved and signed by the Chair.
2. **Matters Arising:**

- i) Trees along Salisbury Road: The Locum Clerk reported that the work to the trees along Salisbury Road had been arranged to take place during September.

ACTION: THE CLERK

- ii) Avon Causeway – Trees overhanging the Highway: It would be necessary due to the scale of the work to ask Hampshire County Council to undertake the work to the trees along the Avon Causeway. It was also noted that part of the Causeway was in the area of BCP Council.

ACTION: THE CLERK

- iii) Allotment Site: Cllr. Langford reported that the cost of providing two lockable barriers for two of the parking spaces (nearest to the site entrance) would cost £253 plus the cost of bolts for fixing to the ground.

RESOLVED: That the Clerk be authorized to arrange for this work to be carried out and the barriers installed at the allotment site.

ACTION: THE CLERK

- iv) Red Telephone Box – Ringwood Road: The Clerk reported on the conversation held with the owner of the former post office in Ringwood Road who believed that the Phone Box was sited on his land.

RESOLVED: a) That the Clerk investigate the ownership of the red box and the possibility of re-siting elsewhere in the Parish.

b) That the ownership of the current site on which the Phone Box was situated be investigated further. (Cllr. Vines agreed to undertake this at the Land Registry)

ACTION: THE CLERK/CLLR. VINES

- v) The Orchard – Heatherstone Grange: Cllr. Langford reported that the trees in Heatherstone Grange had been watered during the recent hot weather with the assistance of Cllr. Ring (NFDC) who had arranged for a bowser to be borrowed from Ringwood Town Council which had been filled with water. A re-fill had been done from the taps at the allotment site.

RESOLVED: That the report be received and that Cllr. Ring (NFDC) be thanked for his help with the watering of the trees at Heatherstone Grange and that should the need arise in the future the water supply at the allotment site be made available again.

3. CURRENT ISSUES AND FORWARD PLANNING:

Proposed Footpath along Derritt Lane: Cllr. Langford asked if the proposal to investigate the possibility of providing a footpath along Derritt Lane to Sopley had been progressed. The Chair advised that he had not been able to discuss this matter with the adjacent landowner but would do so prior to the next meeting.

ACTION: CLLR. SHUTLER

4. PARISH CLERK'S REPORT:

The Locum Clerk reported the following matters for decision:

a) PAYMENTS FOR APPROVAL:

The following payments were presented for approval and payment:

PAYEE	DATE	DETAILS	AMOUNT £
Mrs. K. Hughes	22 nd August 2022	Salary August, 2022	243.69

Pennon Water Services	8 th August, 2022	Water Charges (monthly) DD	3.60
Outdoor Design (Maintenance) Ltd	5 th August, 2022	Cemetery Maintenance – July	385.00
HALC	22 nd July, 2022	Councillor Training	117.60
Mr. E Macknamara	9 th August, 2022	Locum Charges – July Stationary Costs	442.00 18.44
AJG Community Scheme	July, 2022	Insurance Renewal	2300.29
UK Debt Management	4 th August, 2022	Loan Repayment – DD	1417.13
		TOTAL	£4927.75

RESOLVED: i) That the Payments listed above be approved for payment.
ii) That the financial report including current Bank balances circulated at the meeting be received.

- b)** Internal Auditor's Report – Payments and Ordering: The Locum Clerk reminded the meeting that the Internal Auditor had pointed out that "all purchasing must be done through the Proper Officer and invoices addressed to the Council as individual Councillors did not have the power to spend money".

ACTION: THE CLERK

- c)** Council Vacancies: Two vacancies remained to be filled by cooption. These vacancies had been advertised in the usual way but no applicants had yet come forward.
- d)** Vacancy on the Finance Committee: The vacancy on the Finance Committee would be decided when the cooptions had taken place.
- e)** Proposed Meeting Dates: The meeting dates had now been confirmed and would be published on the website.
- f)** Online Meetings: The Locum Clerk reminded members that decisions could no longer be made at online meetings which should now be held "face to face".

5. CORRESPONDENCE:

- Water Meter – Heatherstone Grange Allotments: South West water had identified the location of the water meter for the Allotment site. On investigation the Locum Clerk had not been able to locate the meter. Further information suggested that the meter may be sited elsewhere and further investigation would be undertaken. Once located a meter reading would be taken and given to the Water Company for billing.

ACTION: THE CLERK

6. PLANNING: i) 22/00551 Greenhouse at Roseberry House, Ringwood Road, Sopley
NO OBJECTION

7. **Heatherstone Grange Allotments:** The Clerk was asked to write to all allotment holders reminding them of their responsibility to maintain their plots to the standard required by the Agreement and regular inspections would now be undertaken.

ACTION: THE CLERK

8. **SHIRLEY ALLOTMENTS:** The Clerk reported that the Annual Rent would soon be due, and the invoice would be raised.

9. BURIAL BOARD:

In the absence of Cllr. Brake no report was available

New Registers were required to record Burials and Interments and the Clerk would ask for the exact registers needed to be confirmed.

ACTION: THE CLERK

10. PARISH HALL COMMITTEE REPORT: The meeting noted the future bookings for the Hall.

The meeting expressed their disappointment that the Jubilee Bench had been stolen but were pleased to hear that the Police had not closed the matter. On investigation it was noted that the Insurance Excess made it unfeasible to make a claim but it was proposed that replacement should be purchased and suitably engraved and fixed on the Parish Hall site.

RESOLVED: That the Clerk order a replacement Jubilee Bench and arrange for it to be engraved and fixed to the Parish Hall site.

Cllrs. Thierry and Ring offered to help meet the cost involved from their devolved Budgets. The meeting expressed its thanks for this support.

ACTION: THE CLERK

11. PARISH FOOTPATHS AND RIGHT OF WAY

Cllr. Allen reported that the owner of the land opposite West Road had fenced the right of way and carried out improvements to the surface.

12. HIGHWAYS AND TRAFFIC MANAGEMENT ISSUES: The 30mph signs in the village had been removed. The 40mph signs had been turned round but were now facing the right way. Hampshire County Council would be asked to replace the missing 30mph signs.

ACTION: THE CLERK/CLLR VINES

13. COMMUNICATIONS AND GRANT MAKING POLICIES:

Cllr. Allen had requested that the Council consider adopting policies relating to Communications and the making of Grants by the Parish Council. He had circulated examples used by a nearby Parish Council.

RESOLVED: That this matter be deferred until the next meeting to enable the Clerk to provide Draft Policies specific to Sopley Parish Council for further consideration.

ACTION: THE CLERK

14. COUNTY/DISTRICT COUNCILLORS REPORTS: The Chair invited the District/County Councillors to report any current issues.

- Speedwatch: Cllr. Ring reported that NFDC would be able to provide help with setting up a speedwatch scheme in Sopley with local Volunteers. Cllr. Vines agreed to follow up on this matter.

ACTION: CLLR. VINES

- Boundary Review: Cllr. Ring also reported on the Ward changes being implemented for the next elections in May, 2023. The Locum Clerk confirmed that details had been received by the Parish Council.

15. ITEM FOR INFORMATION: The Chair confirmed that the correspondence passed to him at the last meeting regarding the traffic noise along Ringwood Road and the problems arising from the cats eyes was being dealt with.

Bank Mandate: The Clerk/RFO reported that the Council's Bank Mandate had been brought up to date with Cllr. Vines and Cllr. Langford being added.

16. CONFIDENTIAL ITEMS:

RESOLVED: That pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act, 1960 that members of the public and press be now excluded from the meeting for the following item of business on the grounds that publicity may be prejudicial to the public interest or because of the confidential nature of the business to be transacted.

i) Clerk to the Council/RFO:

The meeting concluded at 21.20pm

NEXT FULL COUNCIL MEETING: Thursday, 15th September 2022 – Sopley Parish Hall commencing at 7.30pm