



Minutes of MEETING of SOPLEY PARISH COUNCIL
held at Sopley Parish Hall on
Thursday, 17th November 2022 at 7.30pm

MINUTES OF THE MEETING OF SOPLEY PARISH COUNCIL

Present: Cllr D Shutler (Chair), Cllr K Brake, Cllr J Ludford, Cllr T Langford and Cllr G Vines, Cllr Jason Partridge and Cllr Jeremy Allen and Mrs. K. Hughes (Clerk) Also Present: 7 Members of the Public

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

Apologies for absence: None received.

Parishioner participation:

- 1 *A Parishioner mentioned again the Parish Notice Board at Ripley. The Chair explained it was on his to-do list and would be sorted shortly. ACTION: The Chair*
- 2 *Parishioners from the Thorney Hill area brought to the attention of the Council the dangerous state of the overgrown verges at Thorney Hill Community Centre also they were causing a hazard to cars entering and leaving the car park. They also raised concerns regarding disability access to the hall. They said they had approached members of the Thorney Hill Centre's committee with no actions being taken. They also explained they were concerned regarding the state of the centre's play equipment. They said they had videos to backup these claims the Chair asked them to send them to the Clerk. The Clerk was asked to write a letter of complaint to the Chair of the Management Committee Vi James and ask for Certificates of safety/compliance and up to date safety inspection reports. Until these have been received that the £350 grant applied for and approved by Council in September 2021 would not be paid. ACTION: The Clerk*
- 3 *The reoccurring pothole on the Woolpack bridge was reported by a Parishioner. The Clerk was asked to report again. ACTION: The Clerk*
4. **Minutes of the Meeting held on the 17th October, 2022:** The minutes of the meeting held on the 17th October 2022 having been circulated prior to the meeting and were approved and signed by the Chair. **ACTION: The Chair**

Matters Arising: Cllr Allen asked for the amendment be made as follows: *The work to the trees along the **West** side of Salisbury Road had been completed and the Invoice received. Payment would be made once the work had been inspected and completed as specified in the quotation.*

Minutes of the Finance Meeting held on the 10th November 2022: The Clerk reported that the meeting had not been quorate so there were none available. Discussions had taken place and a proposal of the precept being increased by 5% to £33,600 was suggested. The clerk was asked to circulate the updated budget when received from Mr Macknamara, Locum Clerk. Cllr Brake requested the meeting be rescheduled. It was decided that this Meeting will be held on 19th December at 7pm before the Full Council meeting. **ACTION: The Clerk.**

5. PARISH CLERK'S REPORT: (Katie Hughes - Clerk)

- Payments to be made and authorised by all Council Members. **All payments were agreed and approved for payment by all Council Members.**

SOPLEY PARISH COUNCIL PAYMENTS November 2022		
PAYEE	AMOUNT £	DETAILS
Outdoor Designs (Maintenance Ltd	385.00	Burial Ground Maintenance
Mr. E. Macknamara	546.00	Locum Charges - October 2022
Ms. Katie Hughes	442.00	Salary - November 2022
		Annual Charges Paid by Direct
Pennon Water Services	3.60	Debit-
McCaffee	29.99	Virus protection Clerk laptop
PAYE fine	200.00	late filing of PAYE
	1,606.59	
Tree Management Company	2,100.00	Tree work - Salisbury Road
		Remains outstanding - Work
		Completed as quoted
Thorney Hill Community Centre	350.00	Approved but not paid
	4,056.59	

- Tree Management Invoice. The Clerk confirmed the tree works had been completed as per quote received and the invoice should be agreed for payment.
- A second quote has now been received from the Tree Management Company for the extra "Willow tree" works on the West side of Salisbury Road further towards Woolpack and the Clerk was asked to circulate to all Council Members for their perusal. £1000 plus VAT.
- Thorney Hill grant approved September 2021 not actually paid in Clerks absence. Grant to be held until improvements/documentation has been received by the Clerk. (*See Parishioners participation 2*)
- Bank Balances and Reconciliation were circulated to all Council members and signed by the Chair.
- Parish Councillor – Vacancy: There is 1 vacancy on the Parish Council to be filled by Co-option currently.
- Budget/Precept approval 2022/2023. £33,600 suggested at Finance meeting held on 10th November 2022 to be decided and agreed at 19th December rescheduled Council meeting.
- To agree the Pay Award 2022/23. The clerk has received notification that the National Spinal scale of level 22 has been increased to £15.30 per hour from April 2022 and that the Clerk would take this information to the Staffing Committee meeting due to be held 18th November at 2.30pm.

6. Correspondence received:

The clerk confirmed that emails had been received from Nick Hill from the Woolpack and also Rosie Ward on behalf of Sopley Village WI regarding the purchase of a defibrillator. This is to be installed at the Woolpack until the refurbishment of the Council owned telephone box has been sorted. This is currently being managed by Cllr Vines. Cllr Vines also confirmed he is still trying to speak with the landowner so refurbishments can take place he is also obtaining quotes for this work. **ACTION: Cllr Vines.**

Cllr Langford said that he had received a proposal from a lady at Heatherstone Grange who wishes to make a financial donation to Sopley Parish Council. She has offered the side of her home as a possible site for a defibrillator for the Heatherstone Grange residents. The Council agreed they could consider this proposal when further details/legalities are sought. Cllr Langford confirmed he will make enquiries with this in mind also how ownership of the defibrillator would be protected if the lady was to move home. There was mention that should the defibrillators be added to the asset registers when the projects are completed. **ACTION: Cllr Langford.**

Cllr Brake suggested as there are possibly two purchases to be made of defibrillators that maybe a discount may be available and should be investigated.

The Clerk said she has and will give contact details for Mr Mike Jukes of Bransgore Community Responders for possible supply and ongoing servicing of the defibrillator units to Cllr Langford. **ACTION: The Clerk.**

The Clerk confirmed she had been contacted by the Community payback service looking to restart cemetery maintenance. This is to be investigated in the new Financial year 2023/2024. This is when the current contract expires with Outdoor Designs £385 pcm. **ACTION: Council.**

7. PLANNING:

Ref	Address	Proposed planning
22/11173	BRIDLESIDE, NORTH RIPLEY ROAD, RIPLEY, BRANSGORE, SOPLEY BH23 8ES	Proposed two-storey front elevation addition to provide new entrance arrangements and first floor bathroom

This planning has been circulated by email and comments invited from Council members.

8. Heatherstone Grange - Allotments update. (TL)

Cllr Langford addressed the Council and said that the new barriers had been fitted for the allocated allotment parking spaces. He wished to thank Chairman Shutler for his help in this matter with his labour and equipment. There will be a key with Cllr Langford and also with the Clerk for the posts.

The clerk was asked to check with Edwin, Locum Clerk as to the position of enquiries regarding the water supply with Bournemouth Water to the HG Allotment area. **ACTION: The Clerk.**

Cllr Langford also reported that Crocus and other "springtime" bulbs had been planted by HG residents and NFDC. To also note that NFDC will pay for labour but not the bulbs. 9 trees have also been planted and they were supplied from the Tree Council.

9. **SHIRLEY ALLOTMENTS. (The Clerk).**

The Clerk confirmed the invoice has been sent for the rental of the Allotment land for 2022 for the amount of £694.99. (Rental minus management fees) to Avon Tyrrell Estates.

10. **BURIAL BOARD REPORT. (Cllr Brake/Clerk)**

Cllr Brake reported that the repair works for the Grade 2 listed wall in the back extension of the cemetery was ongoing and that the mortar was being removed and replaced with lime mortar. She said that Mr Blatchford was completing the repairs very well and it would be completed shortly. (Invoice to Clerk to follow).

Cllr Brake asked the Clerk if she would complete the register of benches in the cemetery (with family contact details) for the 19th December and it would be included with the Council's current asset register.

ACTION: The Clerk.

The rubbish bins issue was reported to be ongoing with the Clerk awaiting further help from Trade Waste at NFDC. Neighbours to the cemetery were happy for the refuse to be placed with their household rubbish for Monday collection. Take your rubbish home signs to be investigated and a Community rota to deal with the removal of rubbish is ongoing. Further updates at December Council meeting. **ACTION: The Clerk.**

The Clerk reported that there had been storm damage to the Lychgate. The fallen ornate decorative carvings have been collected and taken to the Clerks address for safekeeping. The Insurance Company have been notified. One quote for repair has been received for £2,000 and two more quotes will be sought. **ACTION: The Clerk.**

Cemetery updates:

Ashes interment for Ivy Harwood Weds 16th November at 2pm

Burial of the late Michael Watts 25th November 11.45am.

The late Win Slade interment 23rd November morning 11.30am.

Permission for Memorial for the late Rhoda Ann Miller headstone received. (6E2)

11. **PARISH HALL COMMITTEE REPORT (KH)**

The Clerk notified the meeting that there was a Bingo night on 18th November also there is going to be a Christmas party on 16th December with live music, buffet, quiz etc.

12. **PARISH FOOTPATHS & RIGHTS OF WAY ISSUES: (Cllr. Shutler)** Nothing additional to report.

13. **HIGHWAYS & TRAFFIC MANAGEMENT ISSUES: (Cllr. Vines)**

Cllr Vines reported that the Avon Causeway is due to be closed on 24th November for Highway improvements. 9am to 7pm. The Clerk asked to contact Hampshire Highways to sort obscuring trees as BCP (Bournemouth, Christchurch & Poole Councils, Dorset) have closed the whole road on this date.

Cllr Vines said there were no immediate updates but the Speedwatch was ongoing and active hopefully in March 2023 this would initially concentrate on Ringwood Road/B3347 and the Derrett Lane areas.

14. **Cllr Michael Thierry County Councillor report.** Nothing received.

15. **Cllr Tony Ring District Councillor report.** Nothing received.

The Clerk confirmed to the meeting that both County and District Councillors had been invited and had been given an Annual Meeting Schedule.

Date of next full council meeting Thursday, 19th January 2022 Finance at 7pm

followed by Full Council at 7.30pm