



MINUTES OF MEETING of SOPLEY PARISH COUNCIL on Monday 6th February 2023 at 7.30pm.

Present: Cllr D Shutler (Chair), Cllr T Langford, Cllr G Vines, Cllr J Allen, Cllr J Partridge and Mrs. K. Hughes (Clerk) Also Present: 10 Members of the Public

The Clerk confirmed that the meeting was quorate.

1. Parishioner participation the following points were raised:

- Footpaths and stiles need attention in Anna Lane. **ACTION: CHAIR**
- Broken Parish Notice board in Ripley **ACTION: CHAIR**
- Harpway Lane stile needs replacing with kissing gate. **ACTION CHAIR**
- Submissions needed to appeal against the Vernon Dene development by 21st February 2023.
ACTION: Cllr. ALLEN.
- Email to be sent to highways requesting meeting on site to discuss ongoing problems in the village including:
 1. Pavement extension at the entrance of Priest Lane.
 2. Broken drains and ongoing flooding at entrance to Priest Lane,
 3. Ongoing issue of raised cats eyes outside Old Post Office.
 4. Date for Woolpack bridge repair.
 5. Date for temporary and permanent repair of potholes on Woolpack bridge.
 6. Overgrown verges covering signs from Moorlands layby up to Woolpack bridge. Cllr Partridge has offered to contact Land Registry regarding ownership of this land.
ACTION: Cllr. Partridge.
 7. Missing road markings around one way system.
ACTION: THE CLERK/Cllr VINES.
- Update on Speedwatch scheme. Should be implemented March/April 2023. – **ACTION: Cllr. VINES**
- A parishioner raised the possibility of SPC obtaining their own Speed Indicator Device as Bransgore Parish Council's is no longer available to borrow. **ACTION: Cllr. VINES.**
- Bransgore Twinning Association are looking for volunteer families to host weekends for French families from Normandy. **ACTION: Cllr ALLEN/CLERK.**

2. Apologies for absence. Cllr Ring

3. No Declarations of Interest/Requests for Dispensation were received by the Clerk.

4. PREVIOUS MINUTES:

The Minutes of the Parish Council meeting held on 19th December 2022 were approved and of the Finance meeting held on the same date as a correct record and signed by the Chair. There were no matters arising from these Minutes. **THE MINUTES WERE APPROVED BY ALL COUNCIL MEMBERS AND SIGNED AS A TRUE RECORD BY THE CHAIRMAN.**

5. ACTION LIST UPDATE. The chairman ran through the Action list with all Council members.

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

- The following payments were agreed and authorised by all Council Members.

Supplier to be paid	Invoice	Amount
Source for Business Water HG	5047455101	£166.55
Dan Shutler	3791	£864.00
Staples	1329945	£120.75
Mike Blatchford Lychgate repair	not received	£1,200.00
		£2,351.30
Supplier already paid		
Repay Khughes Giff/Gaff Dec/Jan23		£12.00
Printer ink - repay Clerk		£16.49
Penon Cemetery water	Monthly	£3.60
John Eccles	Board keys	£14.30
British Heart Foundation	defib	£600.00
Clerk Jan 2023		£918.00
Outdoor Designs	4492	£385.00
Mike Blatchford	wall	£7,000.00
Defibstore		£1,599.60
To pay out:		£2,351.30
Paid Out:		£10,548.99
To pay in:		£164.13
Current Account		£39,038.23
Deposit account		£0.21
Allotments account		£2,506.73
Allotments account 2		£42.58
Parish Hall Account		£3,016.84
	Total:	£45,425.24
<i>Thorney Hill Centre</i>		£350.00
<i>Lengthsman scheme</i>		£580.00

Clerk to obtain quotes for clearing pavements around one way system using allocated Lengthsman Scheme funds of £580.00. Agreed by Council members. ACTION: CLERK.

- Bank Balances and Reconciliation. These were circulated and approved and signed by the Chair and additionally confirmed by Cllr Langford (finance committee).

7. Correspondence received:

- Litter pick date 15th April 2023
- Simon Hanney from Bransgore cubs wishes them to plant bulbs/trees on Shirley Common. Clerk to contact him and explain site is a protected area of scientific interest. Cllr Langford suggested cubs could plant Coronation trees at Heatherstone Grange. Await a response from them. ACTION: CLERK/Cllr. LANGFORD.
- Victim Support asking for £50 grant all documentation correctly received in full. To be considered at March meeting.

8. **PLANNING: None at present.** Solar farm notified in press and by telephone the Clerk confirmed no official documentation received as yet.

9. **Heatherstone Grange - Allotments update. (TL)**

Most allotment fees have now been received and there are currently 2 full plots and one half plot available for rent.

The posts are in place for Allotment holder parking and keys will be allocated on application to the Clerk/Cllr. Langford. **ACTION: CLERK/Cllr. LANGFORD.**

Tree will be planted in due course to honour the Coronation.

10. **BURIAL BOARD REPORT. (Clerk)**

- Quote has been received for removal of “obscuring” bush in the cemetery layby and it was decided to proceed for the public’s safety at a cost of £224.30 plus VAT.
- The clerk is sourcing new maintenance contracts for the cemetery for the coming 2023/2024 year.
- Current quotes for renewing the central pathway and edging are being sourced.
- Insurance company has paid out for the repair of the Lychgate damaged in storms £1200 and the clerk was asked to accept Mike Blatchford’s quote for this. Clerk is awaiting a start date for these works.
- A suitable method of rubbish disposal at the cemetery is still under investigation.
- Ownership of the “King” memorial bench is still being sought,

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

A Coronation Committee for May 2023 will be set-up and each Community group will be invited to participate. Further details to follow.

12. **PARISH FOOTPATHS & RIGHTS OF WAY ISSUES:** (Cllr. Shutler) discussed in Parishioner Participation.

13. **HIGHWAYS & TRAFFIC MANAGEMENT ISSUES:** (Cllr. Vines) discussed in Parishioner Participation.

14. **Cllr Michael Thierry County Councillor report.** None received.

15. **Cllr Tony Ring District Councillor report.** None received.

Confidential Item:

- To receive the report of the Staffing Committee regarding Cemetery administration.

It was decided that the Clerk will take back the administration of the cemetery now that all records/documentation have been returned to her and all registers are now able to be brought up to date. The clerk is also booked onto a ICCM Cemetery Administration course on 28th February and 1st March. The clerk also will give regular updates and reported that any concerns will be raised if necessary.

- Clerk Spinal scale 22 and back pay.

The Clerk raised the issue of backpay owed and it was decided that due to low numbers of Council members that any staffing issues would be dealt with by all Council members. A decision is to be made by/at the meeting of 16th March 2023 to bring the matter to an amicable close. Funds available in this financial year so not to affect budget for 2023/2024.

Date of next full council meeting Thursday, 16th March 2023