



MINUTES OF MEETING of SOPLEY PARISH COUNCIL
held at Sopley Parish Hall on Thursday, 19th October 2023 – 7.30pm

MINUTES

In attendance: Chairman Shutler, Cllr Partridge, Cllr Allen, Cllr Dunn, Cllr McDonnell, Cllr Linford and Katie Hughes (Clerk) and 5 members of the public. Cllr Adaway joined after item 2.

The Clerk confirmed that the meeting was quorate.

1. PARISHIONER PARTICIPATION.

- The hedgerow by the Parish board opposite the Old Post Office needs strimming. The clerk reported that the Council owned strimmer had unfortunately stopped functioning and a local Garden Machinery company had taken a look and it was irreparable. **ACTION: Cllr Vines will ask his contractor to do the clearing of this area.**
- The Welcome to Sopley signs need repainting with Weathershield external paint. Cllr Vines to purchase the paint and paint the gates. The clerk asked that he retains the receipt and gives to the Clerk for payment this was agreed by all Members. **ACTION: Cllr Vines agreed to paint next week.**
- The newly refurbished Council owned telephone box has been vandalised and shot at possibly by a bb gun. **ACTION: Clerk was asked to report on 101 or online.**

2. NO APOLOGIES FOR ABSENCE – None had been received by the Clerk.

A new Council Member Maria Adaway was then co-opted onto Sopley Parish Council and took her seat on the Member table. Maria then signed her Member Interest Form and Declaration of Acceptance of Office and the Clerk witnessed and signed also. **ACTION: Clerk to inform NFDC of the new member and send the completed Members Interest Form to them.**

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

4. The Minutes of the meeting held on 21st September were ratified as a correct record and signed by the Chair. (after the following matters arising from these Minutes had been noted).

- It was requested that the Minutes should show a decision of removing the waste bins and not paying the £2405 annual charge. But further investigations should be made by the Clerk for fortnightly or monthly waste emptying to reduce the costs. These costs will be obtained before the decision date of March 2024.
- The area of the damaged gate raised by a Parishioner should read Shirley Saw Mill and not Burley Saw Mill.
- The landowner at Harpway Lane wanted it recorded that he will **not** be replacing the stile for a kissing gate due to Private land accessibility and the public leaving the gates open.

4. CURRENT ISSUES & FORWARD PLANNING: (All Council Members for discussion/approval)

ACTION LIST UPDATE – (DS)

- Cllr Vines confirmed he had received an email regarding the missing road signs with no real update but would keep checking going forward.
- Cllr McDonnell confirmed the locations for the SID for the future. The Clerk confirmed she had applied to Mandy Ware at Hants.gov for the licence and had suggested the first location - on the bend on the B3347 to them, which covers both incoming and outgoing traffic from Sopley Village. There had been no reply from Mandy.
- The Clerk asked for a date for the opening of the **Coronation Bridge** so she can check the Lord Lieutenants availability. This was decided as Saturday, 18th November in the afternoon.
- **Vatchers Common** - it was decided to defer a final decision until Cllr Partridge has managed to research the Commoner's Rights in Sopley Parish. **ACTION: Clerk to place on the Agenda for November's meeting. Cllr Partridge to make investigations.**
- **Telephone box** – It was decided that the telephone box will be utilised as a book swap and also a lost property point. **ACTION: Cllr McDonnell to install shelving and also to address the weeds around the site of the telephone box.**
- **Vernon Dene** – A Parishioner took the floor and explained that he had attended with Cllr Allen the meeting held this morning at Lymington Town Hall and that the Certificate of Lawfulness had been revoked by the New Forest Park Authority.

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

- Payments to be made to be authorised by all Council Members circulated to all members before the meeting. **Approved by all Council members.**

		Amount
Supplier to be paid		
SLCC - Clerk Cilca intro (training)		£90.00
SLCC - Clerk training to June 2024		£360.00
NFDC - Election expenses	41063442	£75.00
NFDC - GIS 2023-2024	41063487	£125.00
BDO - external audit	Inv - 00424190	£252.00
TLC - website Annual invoice	2343	£480.00
Outdoor Designs - Sept Cemetery	Inv 4740	£420.00
	Total:	£1,802.00
Supplier already paid		
Cemetery new plan book	Amazon	£18.99
Clerk phone		£6.00
Clerk stationery/ink	Amazon	£87.99
Jamiesons Bros - bulbs for triangle	1000131334	£98.59
Clerk salary October 2023	-	£944.20
Giff Gaff - clerk mobile		£6.00
Penon water cemetery		£6.89
Arnold Baker Handbook	amazon	£95.84

Sopley School PTA	pontoon/donation	£1,050.00
JAF Graphics cemetery signs	Inv 99513	£185.00
		£2,499.50
To pay out:		£1,802.00
Paid:		£2,499.50
To pay in:	<i>VAT to reclaim</i>	£133.42
Funds available:		
Current Account		£37,797.49
Deposit account		£0.21
Allotments account		£3,217.31
Allotments account 2		£42.58
Parish Hall Account		£1,581.59
	Total:	£42,639.18
Lengthsman Scheme		£816.00
Reserves (Nov 23) pedestrian scheme		£14,000.00
Section 137 per elector £8.4	739	£6,214.99

- The Bank Balances and Reconciliation as at 19th October 2023 were circulated and approved by the Chair and duly signed. **Approved by all.**
- Notice of Conclusion of Audit/AGAR year ending 31st March 2023 received. No comments/queries have been raised. **All Council members approved and accepted this notice.**
- The Clerk confirmed that £16,800 2nd precept payment had been received.
- Projects for consideration for budget – Cllr Vines requested an item be placed in the budget for a Lengthsman/handyman. **ACTION: the Clerk was asked to send him the Annual Maintenance Schedule for the Parish. Cllr Vines to obtain quotes and bring to the November meeting.**
- Cil – projects for application to NFDC. **ACTION: All members to look at Neighbourhood plan for SPC and reassess at the November meeting.**
- £1100 chased for Lengthsman scheme due any day paid by Bransgore to Burley in error. Burley sending cheque direct to the Clerk who will remotely deposit it into the SPC Current account.

6. CORRESPONDENCE RECEIVED: None.

7. GRANT FUNDING:

The Sopley PTA funding payment has been made for £1050.00.

The second funding window is now open for November 2023. **ACTION: Clerk to advertise on facebook and the Parish website.**

8. PLANNING:

App No	Address	Applicant	Application	Current Status
23/10751	LITTLE NUTLEY, RINGWOOD ROAD, SOPLEY BH23 7BB	Mr & Mrs West	Construct new pavement crossover to highways specification with full construction of pavement	03/08/2023 sent to Cllrs awaiting comments. 07/08/2023 No objection Par 1 submitted to NFDC.
23/10940	SOPLEY BARN, DERRITT LANE, BRANSORE, SOPLEY BH23 8AX	Avon Tyrrell Farms	Change of use of an existing agricultural barn and associated land to be used for B8 Storage (Retrospective)	31/08/2023 sent to Cllrs for comment. 19/09/2023 Refusal submitted.
23/10984	14 Marryatt Way, Sopley, BH23 *FG	Mr Fogg	Replace the existing side fence with a brick wall & a new wooden gate	06/10/2023 sent to Cllrs for comment

9. HEATHERSTONE GRANGE - Allotments update. (Clerk)

Two quotes have been received for the Hedge trimming on the boundary of the Council owned allotments. 1) TM Company £987.50 GM company 2) £1010.00, 3rd quote recorded as no quote received. Members decided that they would not approve these works. Allotment holders should look after their own areas surrounding their allocated plots. **ACTION: Clerk to check Allotment agreements and then relook at quotes and place on the agenda for next meeting.**

10. BURIAL BOARD REPORT. (Chairman Shutler/Clerk)

- Interment of ashes for the late Mr Collis enquiry only at this stage.
- Interment of ashes Mr Pascoe 11am, 24th October 2023.
- War Memorial sign has been installed.
- Rubbish signage and signs purchased for grave markers. These have been received and will be installed shortly.
- Scribe – Cemetery software initial outlay £558. The Clerk reported that this will be an ongoing project and lead by the Clerk to begin with. All data to be input and the records computerised from now on. **ACTION: Purchase of software from Scribe to be made. Proposed by Chairman Shutler and seconded by Cllr Vines.**

11. PARISH HALL COMMITTEE REPORT (KH)

17th November 2023 – Skittles 7.30pm

15th December 2023 – Christmas party 7.30pm

Cllr Allen commented that there is a MacMillan Coffee morning at Thorney Hill on Saturday 21st October at 10am.

12. PARISH FOOTPATHS & RIGHTS OF WAY ISSUES: (Cllr. Partridge)

No updates.

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

It was raised that the Land Registry should be checked for the ditches at Ripley. Are they owned by the Manners Estate a request was received from Lord Manners for money to help with this task. Further investigations to be done first. The Clerk confirmed that Road Adoption plans requested for Ripley/Shirley had not been received as yet from Highways and she would chase. **ACTION: Clerk and Cllr Partridge to liaise with each other.**

14. COUNTY COUNCILLOR REPORT (Cllr Thierry) None received.

15. DISTRICT COUNCILLOR REPORT. (Cllr Linford/Millington) Apologies were received from Neil Millington from Cllr Linford.

- He raised the charging for Dog bins.
- An Overgrown hedges letter template had been received for Council to use to send to homeowners. Cllr Linford recommended that only the online official routes should be used to enforce such cases and not the letter as SPC will have no legal backing.

Meeting closed at 21.30 pm

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

Mrs. K. Hughes
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