



**To: Members of the Sopley Parish Council**  
**You are hereby summoned to attend a**  
**MEETING of SOPLEY**  
**PARISH COUNCIL to be held at**  
**Sopley Parish Hall on Thursday, 22<sup>nd</sup> February 2024 – 7.30 pm**  
**By Mrs. K. Hughes Clerk – Sopley Parish Council**

### **AGENDA**

#### **1. PARISHIONER PARTICIPATION.**

*Prior to the commencement of formal business, a period of 15 minutes will be allowed for Parishioner participation to ask questions or comment on matters affecting the parish and/or its inhabitants.*

#### **2. APOLOGIES FOR ABSENCE (The Clerk will confirm that the meeting is Quorate)**

#### **3. Declarations of Interest/Requests for Dispensation received by the Clerk.**

#### **4. To confirm the Minutes of the Full Council meeting held on 18<sup>th</sup> January 2024 as a correct record and signed by the Chair.**

##### **Matters Arising from the Minutes.**

- Cllr McDonnell raised a point of contact re Highways reports from 18<sup>th</sup> January SPC meeting.

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

- ACTION LIST UPDATE – (DS)
- Updates regarding Flooding in Parish – Cllr McDonnell.
- HH Licence for SID usage are Members happy for me to change incorrect address and not date and send?

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

- Payments to be made to be authorised by all Council Members.
- Bank Balances and Reconciliation for February 2024.
- Data Protection and Staffing policy update of policies.
- Model Standing Orders – amend item 3g re parishioner speaking in public participation to 3 minutes.
- Historical Minute books to be archived by HCC.
- Confirmation of speaker for Annual Assembly AGM – Dr Henry Godall – Chairman of New Forest Airfields.
- Newsletter 2024 Autumn.
- Internal audit booked for 7<sup>th</sup> June 2024 at Silver Mist.
- Approval for donation to Bransgore Responders for defib training and ongoing sessions after May 2024.
- 13<sup>th</sup> April 2024 Litter Pick date advised already in Newsletter 2023.

**7. CORRESPONDENCE RECEIVED:**

- Update if available – Sopley Parish Hall – flooding.

**8. PLANNING.**

**9. HEATHERSTONE GRANGE - Allotments update. (Clerk)**

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

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

15<sup>th</sup> March 2024 – 7.30pm St Patricks

26<sup>th</sup> April 2024 – Skittles.

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

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

**14. COUNTY COUNCILLOR REPORT** (Cllr Thierry) –

**15. DISTRICT COUNCILLOR REPORT.** (Cllr Linford/Millington)

**Date of next full council meeting Thursday, 21<sup>ST</sup> March 2024**