



**Minutes of the MEETING of SOPLEY PARISH COUNCIL
held at Sopley Parish Hall on Thursday, 27th June 2024 – 7.30pm**

MINUTES

In attendance: - Chairman Vines, Cllr Dunn, Cllr Partridge, Cllr McDonnell, Cllr Allen,
Katie Hughes (Clerk) and 15 members of the public.

The Clerk confirmed that the meeting was quorate.

1. PARISHIONER PARTICIPATION.

- Three committee members from Thorney Hill Community Centre were in attendance and wanted to introduce themselves.
- A Parishioner from Heatherstone Grange wished to draw the Council's attention to a Consultee Comment from Simon Hanney from NFDC on the 24/10380 planning application.
- Comments were made that Planning applications on the NFDC planning system are too complicated for public use and information.
- Comparisons should be obtained regarding the phosphate cost implications.
- They believe ultimately the costs will be the responsibility of the residents of the Wyatt Homes development.
- A Parishioner from the sub-committee stated that parishioners should be aware that that this application 24/10380 is an amendment NOT a new planning application.
- He also stated that the area is NOT a flood plain but an area that is prone to flooding.
- He also remarked that the application has a lack of detail and a lack of costings contained in the application.
- The S143 in respect of the "concrete plinth" outside the Parish Hall. The question was asked that have SPC now instructed a planning expert and recommended that the local press and our local MP should be involved. The Chair reported that these recommendations would be noted and when we know further details from Hampshire Highways and a further on-site meeting to mark the encroachment has been arranged then these suggested actions will be addressed.
- A lady introduced herself as Cllr Millington's representative and could his apologies be noted.
- A Gentleman from Yew Tree Cottage wanted his concerns noted regarding the Wessex Water permission being granted. It was stated that this is due to them not being able to comply with the phosphates issue. He wanted the objections from Open Spaces and Tree Department to be noted by SPC.
- Cllr Linford stated that the phosphates are green issue.

2. APOLOGIES FOR ABSENCE:

Apologies were received by Cynthia Hiscock, Cllr Neil Millington, Cllr Shutler and Cllr Adaway.

3. There were no declarations of Interest/Requests for Dispensation received by the Clerk. (The Clerk noted Cllr Allen's declaration given at the last meeting in the Wyatt Homes planning application 24/10380).

4. The Minutes of the meeting held on 23rd May 2024 were confirmed as a true record and were approved by all Council members and signed by the Chair. There were no matters arising from these Minutes.

5. CURRENT ISSUES & FORWARD PLANNING:

ACTION LIST UPDATE – Chairman Vines ran through the current Action list.

- The Clerk was asked to chase Cllr Shutler re the locations for the replacement kissing gates so Cllr McDonnell can progress this ongoing action. **ACTION: Clerk to chase the what3word locations for Cllr McDonnell.**
- Gates at the village “gateway” are rotten and need replacing. **ACTION: Clerk to place on Agenda for 18th July meeting and SPC members were asked to research alternatives.**
- Chase Cllr Shutler re latch on gate and missing step on stile and their exact locations. **ACTION: Clerk to chase.**
- *A thank you was given for clearing the pavement in Derritt Lane by SPC's Lengthsman from Parishioners present.*
- Speedwatch was mentioned and a meeting is to be scheduled with Chair Vines and Cllr McDonnell to collect data and update what the status of the scheme is. **ACTION: Cllrs to arrange meet up.**

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

- The following schedule of payments had already been circulated by email and were **authorised and approved by all Council Members for payment.**

		Amount
Supplier to be paid	Invoice no:	
Williams Monumental	6518	£272.40
Allotment society	522744	£66.00
Water HG	5086010174	£13.45
Outdoor Designs	4938	£465.00
Do The Numbers (Internal audit)	12/1634	£320.00
HALC Membership fees	6779	£216.00
FONFA donation		£445.00
	Total:	£1,352.85
Supplier already paid		
Kit coke		£9.00
A5 envelopes and ink		£75.99
Sopley Parish Hall (ACM food and bar)	23/05/2024	£113.72
D-Day cups/glasses		£33.89
Barry McDonnell Bar stock)		£200.97

KT (Tesco's Dday, tea, coffee, zero beer		£83.10
Rupert D-Day entertainment		£50.00
Lucy cupcakes		£50.00
PAYE		£978.00
Charity cheque		£18.74
Cemetery water & giff gaff		£13.16
Hall freezer	for VAT reclaim	
Monty Avon Valley	230524	£100.00
		£1,726.57
To pay out:		£1,352.85
Paid out:		£1,726.57
VAT received:		£33.17
Current Account		£39,686.51
Deposit account		£50.47
Allotments account		£3,245.48
Allotments account 2		£42.58
Parish Hall Account		£1,581.59
	Total:	£44,606.63

- The Bank Balances and Reconciliation had been circulated to all members as of 26th June 2024 **these were checked and approved and duly signed by the Chairman.**
- Charity documents – This was raised at the IA. John Eccles is still a named trustee for Allotments for Labouring Poor. **ACTION: Clerk to check with Mr Eccles if he is happy to remain and all members expressed that they were more than happy for this to stay the same if Mr Eccles agrees.**
- The bank mandate is to be updated due to the change of Chair. It was decided to keep Cllr Shutler as a signatory as a backup. This was suggested as good practice after the difficulties that were suffered when the Clerk was taken ill in 2021 and the difficulties the Council faced at that time in banking procedures. **ACTION: Clerk to add Chair Vines.**

7. AGAR 2023-2024

- The Clerk confirmed that the Internal Audit (by Eleanor Dunn of Do The Numbers) took place on 7th June 2024 at Silver Mist (SPC registered address). The Clerk ran through the audit and circulated an action list to comply with the comments made in the IA report. **RESOLVED: Internal Audit approved by members.**
- The AGAR had been circulated and was approved by all members and duly signed by the Chair and the RFO at this point in the meeting. **APPROVED: by all members present the Chair and the RFO (Clerk).**
- **There were no Conflicts of Interest with Sopley Parish Council members and BDO External Auditors.**
- The updated Equality & Diversity policy as recommended by the IA and obtained from ACAS had been circulated to all members: **ADOPTED: This new policy was adopted by all members.**
- To confirm change of Chair for 2024/2025 with external auditors. **ACTION: Form confirming change of Chair was signed ready to be sent with AGAR to BDO.**

8. CORRESPONDENCE RECEIVED:

- A Grant application had been received from Thorney Hill Community Centre and had been circulated to all members. **A Grant of £500.00 applied for was agreed and approved by all members the Clerk was asked to make payment.**

9. D DAY:

- Thanks were given to all those involved in the successful D-Day Anniversary picnic on 8th June especially to Cllr Dunn for hosting and a bouquet of flowers were presented to her and she asked for her *Thank you* to be noted.
- The Clerk has purchased a large Charity cheque to present the £450.00 to FONFA. Arrangements will be made to present this to them and invite the press etc in due course. **ACTION: Clerk to arrange date.**

10. PLANNING:

CURRENT PLANNING APPLICATIONS			
App No	Address	Application	Current Status
24/10518	COURT FARM HOUSE, RINGWOOD ROAD, AVON, SOPLEY BH23 7BG	Variation of condition 11 of planning permission 22/10127 to allow a proposed scheme of verge regrading works and to require its implementation before the approved development is first occupied	13/06/2024 sent to Cllrs comments by 12th July 2024 The Clerk was asked to submit delegate to NFDC after this meeting dated 27 th June 2024.
24/10388	IRON MOUNTAIN UK LTD, HARPWAY LANE, SOPLEY BH23 7BU	Variation of condition 2 of application 22/10264 to allow an amended design including cladding details; Removal of condition 3 of 22/10264 as cladding details are provided in the variation and so the condition is no longer required	Comments submitted to NFDC
24/10380	LAND SOUTH OF, DERRITT LANE, SOPLEY BH23 8AT	Variation of conditions 2, 26 and 37 of application 21/11097 to allow amended layout and drainage plans in regard to the incorporation of a package treatment plan and associated infrastructure	REFUSAL submitted
23/10751	LITTLE NUTLEY, RINGWOOD ROAD, SOPLEY BH23 7BB	Full planning permission reate new access to dwelling; dropped kerb; gate; remove short section of wall and fencing.	20/06/2024 awaiting decision.
23/10742	COURT FARM, RINGWOOD ROAD, AVON, SOPLEY BH23 7BG	The installation of 3 rows of solar array panels; battery and tranformer structures; access	20/06/2024 ongoing.

23/01567 FULL NFNPA	UK YOUTH ACTIVITY CENTRE, Avon Tyrrell Activity Centre,	New building for use as Experiential Learning & Sports Centre; parking; tracks (Demolition of existing storage building)	16/01/2024 Cllrs Allen, Dunn and McDonnell visited and approval given to NFNPA. 20/06/2024 awaiting decision.
24/10173	Land adj HILL VIEW, RINGWOOD ROAD, SOPLEY BH23 7BE	Construction of dwelling (Outline application - access layout and scale only)	22/03/2024 SPC Par 1 submitted. 20/06/2024 awaiting decision.

SUBCOMMITTEE UPDATE RE 24/10380

- It was reported that the sub-committee have looked at the application, there currently is not sufficient information to draw any conclusion to this amendment.
- Refusal has been submitted.
- It was stated that sewage works must be phosphate free by 31/12/24.

11. HEATHERSTONE GRANGE - Allotments update. (Clerk) –

- It was agreed by all members that work on the boundary surrounding the allotments does need completing and to take boundaries to a manageable level.
- It was agreed to use Lengthsman Scheme funds for this project.
- Quote received from Tree Management for £1350.00 the Clerk was asked to source 2 more quotes as per Financial regulations. **ACTION: Clerk to obtain 2 more quotes.**

12. FLOODING UPDATE (BM):

- Cllr McDonnell confirmed works will be completed by HH in the summer. They have confirmed culverts have been damaged in the Fish Street area of Ripley.

13. BURIAL BOARD REPORT. (Chairman Vines/Clerk): -

- The local family Incorrect burial of local man in incorrect plot when Clerk was absent due to illness.
- Further works have been completed, the headstone removed, amended and returned to cemetery the Clerk confirmed the family are now happy in this unfortunate matter. The Clerk asked for approval of this payment to be made. It was agreed unanimously by all members £272.00 invoice to be paid. **ACTION: Clerk to make payment asap.**
- The Clerk reported a Memorial application had been received for the late Norman Collis. This was approved and the fee of £66.00 had been received.

14. PARISH HALL COMMITTEE REPORT (KH)

- Update on S143 Notice – as previously discussed in public participation.

15. SOPLEY PARISH HALL MONTHLY ACCOUNT UPDATE:

- Opening Nat West bank balance on 1st May = £18290.13

Total income = £1323.52

Total expenditure = £881.80

Surplus = £441.72

Closing bank balance on 31st May = £18731.85

- Hall Management Committee Minutes have been circulated to SPC members from June 2024 Hall meeting.

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

- Cllr Partridge reported that there is a lot of overgrown vegetation currently due to the no mow May initiative.

17. HIGHWAYS & TRAFFIC MANAGEMENT ISSUES: (Cllr. Vines) –

- A meeting is to be arranged with Cllr McDonnell. **ACTION: Chair Vines and Cllr McDonnell to arrange a mutually convenient time to meet.**

18. COUNTY COUNCILLOR REPORT (Cllr Thierry) – None received.

19. DISTRICT COUNCILLOR REPORT (Cllr Linford/Millington) – None received.

Meeting closed at 9 pm

Date of next full council meeting Thursday, 18th July 2024 at 7.30 pm

Apologies were received from Cllr Allen for the next meeting.