



**MINUTES of the MEETING of SOPLEY PARISH COUNCIL
held at Sopley Parish Hall on Thursday, 17th October 2024 at 7.30pm**

In attendance: - Cllr Dunn, Cllr Partridge, Cllr McDonnell, Cllr Allen, Cllr Shutler, Katie Hughes (Clerk) and 2 members of the public.

**** The Clerk confirmed that the meeting was quorate and that due to Chair Vines absence that Vice Chair, Cllr McDonnell would chair the meeting this was agreed by all.**

1. PARISHIONER PARTICIPATION:

There were no matters raised due to items being on the agenda for discussion later in the meeting.

2. APOLOGIES FOR ABSENCE:

Apologies were given by Chair Vines and Cllr Adaway.

3. There were no Interest or requests for dispensation received by the Clerk.

4. The Minutes of the meeting held on 19th September and subcommittee Meeting 3rd October 2024 were confirmed as a true record and were **approved by all Council members and duly signed by the Chair. There were no matters arising from the council meeting of 19th September, but a note was asked to be recorded by Cllr Allen regarding the subcommittee meeting minutes held on 3rd October that CDM regulationsⁱ must be adhered to. **ACTION: Clerk to inform the project manager Mr Graham Davies.****

- *The Construction (Design & Management) Regulations (CDM 2015) are the main set of regulations for managing the health, safety, and welfare of construction projects*

5. CURRENT ISSUES & FORWARD PLANNING:

ACTION LIST UPDATE – Cllr McDonnell ran through the current Action list.

- The two kissing gates “what3words” locations have now been passed to Cllr McDonnell and the Grounds Maintenance team have been instructed to replace. The stock gates are to be collected from Cllr Shutler’s yard and dates/times are to be arranged with him direct.
- Other kissing gates are to be checked across the Parish and reported to the Clerk.
- The Hoggin path was decided to be removed from the Action List for the time being as it would not be a viable connection between two communities.
- The broken latch on the gate on the action list and missing step on Stainers stile are to be revisited after the “Dog Walk” works have been completed.

ACTION LIST UPDATE (continued):

- The village gateway was discussed, and it was decided to get the gates repainted, signs cleared, and overgrown hedges sorted. Too many issues to sort eg. Highways legislation, planning permissions etc for brick walls to be erected. No guidance was found to be available from other local Councils with similar village gateways to assist SPC. The scheme was aborted for the time being.
- Cllr Dunn has purchased plants for the Harrison Memorial Garden which have been planted. **ACTION: Clerk to thank the parishioners for their help in planting the plants.**
- The Clerk circulated an annual Parish maintenance schedule to be maintained, updated and monitored.
- The Clerk was asked to add the bench on the triangle at the North of Thatcher's Lane. Also to change the dates for maintenance to consider "no mow May" and the no cutting of hedges until, September annually.
- Mill Lane and Moorlands down to the Woolpack (opposite Moorlands) is to be reported to Highways as its their responsibility and removed from the Maintenance schedule. (reported to HH back in 2023)
- Annually the Clerk was asked to order bulbs for planting in the Autumn by Cllr Dunn. **ACTION: Bulbs to be ordered asap for 2024 so they can be planted in time for Spring 2025.**

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:** -

17th October 2024		Amount
Supplier to be paid	Invoice no:	
Outdoor Designs - Sept 2024	5025	£465.00
Graham Davies	2	£325.00
	Total:	£790.00
Supplier already paid		
HALC - Maria course	6832	£57.60
SPH - Phil buffet	0	£80.00
SPH - John bar	0	£67.00
Kt repay ink - Amazon	0	£32.40
Staples	1627570	£72.15
Dee Dunn	receipt in file	£29.95
Kt repay - filing drawer	receipt in file	£39.98
Glasszone - hall roof (VAT)	receipt in file	£102.00
PAYE - Oct 2024	-	£978.00
Pennon – cemetery water	-	£7.16
Mcaffee		£109.99
		£1,576.23
To pay out:		£790.00
Paid out:		£1,576.23
VAT to claim		£38.63

- The Bank Balances and Reconciliation to 10th October 2024 had been circulated prior to the meeting by email **was checked, approved and duly signed by the Chair.**
- The Clerk suggested that to lower email circulation, some relevant emails will be sent to the involved Council members only, not all and in the “subject box”, it will be highlighted if action is required. **ACTION: Clerk to implement.**

7. CORRESPONDENCE RECEIVED:

- Shirley Comon – decision for remedial works needed from the inspection carried out in January 2024. The Clerk confirmed that these trees requiring attention were not indeed SPC’s responsibility. **ACTION: Clerk to inform Tree Management Company.**
- A full inspection of the trees on Shirley Common were agreed. A Hazardous tree report has not been carried out since 2019. This will be scheduled annually each year moving forward, to reduce ongoing costs. **Proposed by Cllr Partridge and seconded by Cllr Dunn. ACTION: Clerk to instruct the Tree Management Company to complete this assessment asap before the inclement weather at a cost of £1300 plus VAT.** If any works are scheduled the log removal will be discussed with them and possibly sold to help with costs.
- For information only - Exxon pipeline – is not going ahead.
- Chickens/ducks: - All chickens (and ducks!) no matter what the flock size need to be now registered with the AHPA from the 1st October 2024. **ACTION: Clerk to ask website people to put on website.**

8. UPDATE ON SECTION 143 NOTICE – PARISH HALL ENCROACHMENT:

- It was discussed and confirmed that the current gradient of the slope has no bearing on the encroachment issue that we are addressing and will not be affected by any remedial building works.
- The drainage will be looked at when the encroachment has been reduced back. Since the NFDC operatives cleared the drains back in July 2024 it has been noted that even with the recent wet weather there seems to be no ongoing issue with flooding in Priest Lane.
- The requirement of a Highways Licence of the selected builder has been discussed. It was felt that this is the “correct” route to take things forward. This will be finalised at the meeting on 17th October. The recommendation of the subcommittee was to obtain the correct licences at a cost to SPC and SPH of £454 from Hampshire Highways (split 50/50).
- The Clerk has received 2 quotes so far, £6250 plus VAT with no Streetworks licence and £5250 plus VAT from a company with the necessary licence.
- **It was ratified that the final company instructed to complete the works, will indeed need the streetworks licence by all members.** Once the builder is known then the Clerk will apply to Highways for the appropriate licence (this cannot be done in advance as the duration of works will have to be stated on the application. **ACTION: Clerk to obtain another quote as required in SPC’s Financial Regulations.**

9. PLANNING:

	CURRENT PLANNING APPLICATIONS		
App No	Address	Application	Current Status
24/10774	52 MARRYAT WAY, BRANSGORE, SOPLEY BH23 8FG	Garden room for use as home office	07/10/2024 par 1 sent to NFDC
24/10788	KENNELMANS COTTAGE, WINDMILL FARM, HARPWAY LANE, SOPLEY BH23 7BU	Use of existing holiday let as dwelling	08/10/24 Par 1 sent to NFDC
24/10810	MOORLANDS COLLEGE SOPLEY PARK, SALISBURY ROAD, SOPLEY BH23 7AT	Replacement double doors in residential accommodation block (Prior Approval Application)	12/10/2024 granted no prior approval required.
23/10751 & re consult	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.	31/08/2024 undetermined decision received.
24/10698 comments by 13th Sept 2024	9 & 10 PRIEST LANE, SOPLEY BH23 7BA	Retention of single-storey extension but with proposed new external brickwork, new section of slate roof and rolled lead to flat section of roof; retention of front porch and external doors; removal of rear porch (Part retrospective) (Application for Listed Building Consent)	06/09/2024 SPC comments submitted to NFDC.
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	16/10/2024 granted stc.

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 06/09/2024 email to Wyatt Homes to confirm overall objections received.
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23/10742	COURT FARM, RINGWOOD ROAD, AVON, SOPLEY BH23 7BG	The installation of 3 rows of solar array panels; battery and tranformer structures; access	06/09/2024 ongoing.
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- To be noted: Planning was granted on 37 Marryat Way, retrospective garage received on the day of this meeting by the Clerk.
- Avon Tyrrell plans received from Lord Manners were handed out to Council members.

10. FLOODING UPDATE (Cllr McDonnell)

- Ripley ditches have been dug, drains cleared, new drains fitted, and some re-routing has been completed.
- EA work has been and is still ongoing for flood prevention to some properties in the Parish. Cllr McDonnell confirmed that Wiltshire Gardens has not been included. This location is within Bransgore Parish and not SPC. All information has been shared with the Clerk at Bransgore and reported by Cllr McDonnell at their recent meetings.
- Sopley Stream has been cleared privately.
- Flood alerts were to be noted as not currently activated. Cllr McDonnell has informed Andy Harding. Any reports or complaints are to be sent to Cllr McDonnell for assessing and reporting to the relevant authority.

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

- Annual invoices are due to be sent. £35 per allotment per annum for 2025.
- It was decided that from next year there will be an increase to £52.00 per annum (£1.00 per week) due to the increase in costs for hedge maintenance and water costs. **ACTION: Clerk to notify the allotment holders on their 2025 invoice due to be sent in November 2024.**

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

- Nothing to report this month.

13. PARISH HALL COMMITTEE REPORT (KH)

The following account information had been received by the Treasurer of the Parish Hall Management Committee: -

Opening Nat West bank balance on 1st September = £20660.24

Total income = £906.36

Total expenditure = £1331.93

Deficit= £425.57

Closing bank balance on 30 September = £20234.67

- Skittles 18th October and Bingo 15th November 2024.

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

- Northwest Bransgore Walking Route was discussed and all members were pleased with the proposal.
- Item to be added to the maintenance schedule. Request that Monty scrapes the pavements back to the edges, to start around the island and up Ringwood Road to be completed Winter 2024/2025.

15. HIGHWAYS & TRAFFIC MANAGEMENT ISSUES: (Chair Vines/Cllr. McDonnell) –

- It was discussed re moving the SID when the fixings have been received Cllr McDonnell to project manage along with Chair Vines. **ACTION: Chair Vines/Cllr McDonnell.**
- Elan city have sent all instructions and offered remote assistance for retrieving the data. **ACTION: Chair Vines/Cllr McDonnell.**

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

17. DISTRICT COUNCILLOR REPORT (Cllr Linford/Millington) –

- Cllr Linford reported the new bins and recycling wheelie bins are due to be started in June 2025.
- He also reported that car parking charges are being increased by NFDC.
- He also stated that Somerly Refuse Centre would not be closing thankfully.

Meeting closed at 21.25pm

**Date of next full council meeting
Thursday, 21st November (Budget/precept meeting) 2024 at 7.00 pm**

Followed by SPC Council meeting after its conclusion