



**Minutes of the MEETING of SOPLEY PARISH COUNCIL
held at Sopley Parish Hall on Thursday, 19th September 2024 at 7.30pm**

MINUTES

In attendance: - Chairman Vines, Cllr Dunn, Cllr Partridge, Cllr McDonnell, Cllr Allen, Cllr Shutler, Katie Hughes (Clerk) and 12 members of the public. (4 members of FONFA and Dr Henry Goodall were also present.

The Clerk confirmed that the meeting was quorate.

1. PARISHIONER PARTICIPATION.

- A parishioner gave thanks to Sopley Parish Council for the second arrow now placed on the road at the junction with Derritt Lane. This was requested 21 years ago. He also asked for clarification of the position of authority of Andy Harding from Hampshire Highways, regarding the S143 Notice and encroachment at the Parish Hall. The Clerk was asked to confirm - (he is Assistant Highway Manager South, Highways Delivery, Hampshire County Council).
- He also asked for the Clerk to highlight to Hampshire Highways that due to the imminent roadworks that Harpway Lane was not a suitable “diversion” route for buses, HGV’s and coaches.
- A Hall user who runs the bowling club, held at Sopley Parish Hall asked for clarification of access due to the roadworks he was assured that the roads and access would still be ok but there maybe delays caused by the traffic lights expected to be in place.

2. APOLOGIES FOR ABSENCE: Apologies were given by Cllr Millington and Cllr Adaway.

3. Declarations of Interest/Requests for Dispensation received by the Clerk – There were no declarations of interest given.

4. The Minutes of the meeting held on 18th July 2024 and EO Meeting 15th August 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 these minutes.

5. CURRENT ISSUES & FORWARD PLANNING:

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

- Cllr Allen confirmed that he is still waiting for quotes for the Hoggin path.
- The gate latch and stile have not been addressed but the Clerk was asked to obtain clarification of the gate in question and send to Cllr Shutler.
- The “darkening” of the Jubilee bench was reported as to be left as is. There is no chemical way of lightening the wood after varnishing with linseed oil. It was decided to remove this item from the ongoing Action List.
- Reformed plastics could assist with “Welcome” gates, but this was rejected by Cllr Dunn. Moving forward it was decided to go down the route of brick walls with welcome signs on them, like Burton & Winkton’s. Quotes to be obtained and licences investigated that may be required for their placement on the Highway. **ACTION: SPC & Clerk.**
- Monty’s work schedule: - it was decided that maintenance jobs should be scheduled on a regular basis eg one-way, welcome signs etc. **ACTION: SPC to send projects to the Clerk and she will prepare a schedule for approval at the next meeting.**

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.**

19th September 2024		Amount
Supplier to be paid	Invoice no:	
Outdoor Designs	4994	£465.00
Graham Davies Consultant 1/2 inv 1	1	£390.00
DNG Drawings 1/2 inv 981	981	£250.00
BDO External audit	578934	£378.00
Grounds Maintenance	1198	£240.00
Dan Shutler (2023 lengthsman).	4463	£864.00
Monty 06 brambles	6	£20.00
Monty 05 oneway/sopley signs	5	£170.00
	Total:	£2,777.00
Supplier already paid		
PAYE	Aug-24	£978.00
Clear Council - Annual Ins renew	LCO03043	£1,660.07
Outdoor Designs	4983	£565.00
Staples	1581368	£71.85
Staples - paper	1602646	£17.63
Cemetery water - Pennon	-	£7.16
PAYE	Sep-24	£978.00
Microsoft 365 annual premium	Sep-24	£79.99
Adobe pdf		£19.97
Giff Gaff		£6.00
		£4,383.67
To pay out:		£2,777.00

Paid out:		£4,383.67
VAT to claim		£362.60
Current Account		£32,496.44
Deposit account		£50.61
Allotments account		£3,297.46
Parish Hall Account		£212.21
	Total:	£36,056.72
		£33,642.32

- The Bank Balances, bank statements and Reconciliation had been circulated to all members as of 10th September 2024, **these were checked and approved and duly signed by the Chairman.**
- The Clerk confirmed that the VAT reclaim had been completed and funds received for period 010424-310824.
- **Notice of Conclusion of Audit** – The Clerk was pleased to report that the audit of accounts for Sopley Parish Council for the year ended 31 March 2024 has been completed by the external auditors. The Annual Governance and Accountability Return (AGAR) is now available for inspection by any local government elector of the area of Sopley Parish Council on application to the Clerk.
- **Matters arising:** - 50.36 to be restated on the AGAR and Clerk to seek Annual engagement letter from the Internal Auditor.

The Audit report and AGAR for 2023-2024 had been circulated to all members. **Approved by all council members present.**

7. CORRESPONDENCE RECEIVED:

- The Clerk reported that a “contact” had been received from the website regarding trees on Shirley Comon. The arborist has attended.
- The Tree Management Company have recommended a full survey be completed of all the trees and works to be carried out. *The Clerk expressed her recommendation for this to take place.*
- It was decided that Due to the “Dog Walk Proposals” that have been received from Mr Paul Relton at NFDC the survey and works by the Tree Management Company will be placed on hold and revisited after the dog walk is completed.
- The following item listed on the agenda but was not discussed – The Clerk had received an email Email from Heatherstone Grange re utilising our Lengthsman/handyman for works at HG. The Clerk would like to confirm that subsequently she has directed them to the Grant Application form and policy available on the Sopley.gov website.
- The Clerk confirmed that the Avon Tyrrell tour arranged for 21st September at 10.30 with Willie Manners is to go ahead as planned and they are to meet at the Hall.

8. PLANNING:

CURRENT PLANNING APPLICATIONS				
Date received	App No	Address	Application	Current Status
13/09/2024	24/10810	MOORLANDS COLLEGE SOPLEY PARK, SALISBURY ROAD, SOPLEY BH23 7AT	Replacement double doors in residential accommodation block (Prior Approval Application)	17/09/2024 sent to Cllrs for comment
31/08/2024	24/10735	37 MARRYAT WAY, BRANSGORE, SOPLEY BH23 8FG	Temporary Concrete sectional garage (Retrospective)	06/09/2024 Par 5 submitted to NFDC.
28/08/2024	23/10751 & re consult	LITTLE NUTLEY, RINGWOOD ROAD, SOPLEY BH23 7BB	Full planning permission create new access to dwelling; dropped kerb; gate; remove short section of wall and fencing.	31/08/2024 undetermined decision received.
16/08/2024	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.
08/08/2024	24/10506	6 MARRYAT WAY, BRANSGORE, SOPLEY BH23 8FG	Timber frame garden building (Retrospective)	06/09/2024 Par 1 sent to NFDC.
	TREE APP CONS/24/0316	Chiltley House, Ringwood Road, Sopley, Christchurch, BH23 7BB	Sycamore x 7 Reduce	06/09/2024 granted stc.
	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	06/09/2024 extended deadline until 24th October 2024.

	24/10388	IRON MOUNTAIN UK LTD, HARPCWAY 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	06/09/2024 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.

	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.
	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)	06/09/2024 granted stc.

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

- The Clerk reported that three quotes for the boundary hedges had been received and were all a similar price from £1350 through to £1600 (plus VAT) – it was resolved that the works need to go ahead to reduce further annual maintenance charges. The Clerk recommended the approved contractor and will instruct GMC to complete the works soon. **RESOLVED: All council members approved the scheduled works.**

10. FLOODING (BM) –

An update was given from Cllr McDonnell and the following report had been received before the meeting:

- Due to a change of ownership and sale of the land downstream of Sopley bridge the removal of stream blockages didn't progress and they are putting it to new landowners to deal. That includes The Bridge house and Meyrick's land as this was sold as two parcels.
- Cllr McDonnell reported that he is still in touch with Environment Agency and will keep on top of the issues. Hampshire Highways have confirmed they are taking action against the landowners.

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

The following updates were reported by the Clerk:

- The burial of the late Alistair Somerville-Ford in location, 5a8, on 23rd August 2024.
- There was an Interment of ashes for t/l Evan Powell, 6iA12, on 7th September 2024.

12. 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 July = £18703.52

Total income = £3562.79

Total expenditure = £1611.26

Surplus = £1951.53

Closing bank balance on 30 July = £20655.05

S143 Notice:- The Clerk confirmed that the works needed for the rectification works on the “encroachment” would have no effect on the Precept. Although final costs have not been received yet as the final drawings had only just been completed and then “Contractor finder” investigations will begin. Paper copies of the drawings were made available to the meeting.

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

Cllr Partridge made available copies of the works planned by NFDC for a “dog walking path” for Sopley and Bransgore. Electronic copies have been circulated and further discussion will be placed on the agenda for the next Sopley Parish Council meeting on 17th October 2024.

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

There was nothing further to report. The speed watch scheme was declared a no go at this time and will be revisited in the future. The Clerk was asked to see if any other local councils may wish to purchase the handheld gun.

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

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

Meeting closed at 8.30 pm

Date of next full council meeting, Thursday, 17th October 2024 at 7.30 pm

