



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

In attendance: - Chair Vines, Cllr Dunn, Cllr McDonnell, Cllr Adaway, Cllr Partridge, Cllr Shutler, Cllr Allen, Cllr Linford, Katie Hughes (Clerk) and 7 members of the public.

The Clerk confirmed that the meeting was quorate.

PARISHIONER PARTICIPATION:

A parishioner raised the “bullrushes” growing in the brook in Fish Street and were they due to be cleared by the EA. Cllr McDonnell explained that they were not the responsibility of the EA but that of the landowners with riparian responsibilities.

It was also asked regarding the digitalisation of the cemetery records and the Clerk reported that it was on the “to do list” and that there were a lot of records to be loaded onto the Scribe cemetery software that has been purchased ready but was on the schedule for Spring 2025. **ACTION: Clerk.**

A parishioner raised the persistent flooding at the entrance to Priest Lane. This has been ongoing for several years. He suggested that Highways and the press, New Milton Advertiser should be contacted again. Cllr Dunn confirmed that the press had been involved in the Spring of 2024. Cllr McDonnell confirmed he is already in contact regarding this with HH, especially as cold and icy weather was expected soon, he does not wish the road to become an ice rink again. It was also noted that NFDC operatives were able to clear the drains in this location on Polling Day back in May 2024. **ACTION: Cllr McDonnell.**

1. APOLOGIES FOR ABSENCE:

No apologies were received by the Clerk.

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

3. The Minutes of the meeting held on 21st November 2024 were approved by all Council members and duly signed by the Chair. There were no matters arising.

4. CURRENT ISSUES & FORWARD PLANNING:

ACTION LIST UPDATE – (GV)

- The quote for replacing the two kissing gates (already in SPC stock) had been received from the GMC for £1000+VAT and Cllr Shutler remarked that it was very high. Cllr Shutler was asked to provide a quote and timescale for the project. **ACTION: Cllr Shutler.**
- Chair Vines reported that he had been able to download the data, and the SID was ready to be moved to its new location on B3347 opposite Wychavon once the fixings have been checked.

- Cllr Allen reported he had attended the meeting on 4th December regarding handling emergency crisis' there was no real update from the last meeting but was something that could be looked at a later date.

5. 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, duly signed by the Chair and Clerk.**

19th December 2024		Amount
Supplier to be paid	Invoice no:	
Outdoor Designs	5080	£465.00
Outdoor Designs	5063	£465.00
HMRC - NI	NI	£15.57
GPD - encroachment Oct/Nov	3	£715.00
Tree Management (Shirley Common)	5966	£1,320.00
Direct 365 - defib battery	Sopley School	£238.80
	Total:	£3,219.37
Supplier already paid		
Allotments water May - Nov 24		£60.75
PAYE	Dec-24	£1,015.80
Cilca - exam	LO 28	£10.00
GMC	1329	£180.00
GMC	1328	£1,896.00
Giff Gaff	dd	£6.00
Adobe	dd	£19.97
Cemetery water	dd	£7.16
		£3,195.68
Credits		
SPH - Standing order encroachment		£150.00
		£150.00
To pay out:		£3,219.37
Paid out:		£3,195.68
VAT to claim		£605.80
Funds available:		£43,581.22
Current Account		£40,616.76
Allotments for Labouring poor account (Shirley allotments)		£4,002.03
Parish Hall Account		£5,750.97
Deposit account		£50.70
	Total:	£50,420.46

- The Bank Balances and Reconciliation to 15th December 2024 had been circulated prior to the meeting by email **were checked, approved and duly signed by the Chair.**

- The Clerk confirmed that all Cil bids had been resubmitted re the cemetery, pavement and solar panels for the hall and a new application was made for the Village Gateway walls.
- Free elm trees were now closed for applications but can be revisited in the New Year.
- Shirley Common – Tree hazard report and map and scale of charges have been received from the Tree Management Company. These have been circulated to all members. It was resolved to revisit this situation in March 2025 after the Northwest Bransgore Walking Route footpaths and tree works have been completed by NFDC.

The following were highlighted as a priority by Cllr McDonnell:

Tree Management Ref	Cost
TO33	£471.63
TO40	£336.88
TO002	£235.81
TO001	£269.50

6. CORRESPONDENCE RECEIVED:

- Christmas card received from FONFA.

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

- Contract bids (as below) had been circulated to all members and SPH Management Committee.

Item	Gleeson	Farwell	Hart
Day Rate for Working Supervisor	£320.0	300	400
Bricklayer	300	278	400
Semi Skilled	250	285	200
Plant Driver	250	290	400
Labourer	200	280	200
Estimated Plant costs	5000	Detailed breakdown supplied	3000
Estimated Material Costs + % mark-up	Inc. above	As above + 30%	Inc. above + 20%

Total Estimated cost	21,800.0 + VAT = £26,160.0	£22,846.0 inc.	7,250 + VAT = £8,700.0
Average Day Rate	£264.00	286.00	320.00

- Hart's will clear the site daily of all rubble and waste and they will pay the street works licence at a cost to them of £454.00 payable to HCC.
- The picket Fencing quote for £1700.00 had been received from Solent fencing, Mr Davies' contractor. Hart's have agreed to supply and install the hardwood picket fence at a cost of £1,000.00. Coping stones are to be removed and replaced, the plinth to be backfilled. Harts confirmed that Traffic safety management will be adhered to in accordance with HH. Hart's have confirmed a fixed quote and not an estimate of £7250.00 + VAT plus the fencing as above. **Cllr McDonnell to lead alongside the clerk who will need to authorise expenditure.** Graham Davies confirmed he will no longer lead this project as Hart's have been selected. Cllr McDonnell to draft a new Contract specification and Cllr Allen will send the building regulations and specification of picket fence by email to him for reference. **RESOLVED: Harts were selected as the approved contractor unanimously.**

8. PLANNING:

19/12/2024		CURRENT PLANNING APPLICATIONS		
Date received	App No	Address	Application	Current Status
12/11/2024	24/01313 FULL	TREESCAPE, THATCHERS LANE, SHIRLEY, BRANSGORE, CHRISTCHURCH, BH23 8EG	Alterations to the roof to create additional bedroom and enlarge existing living accomodation.	16/12/2024 no objections unable to consultee comment.
23/10/2024	24/10835	SOUTHWINDS, NORTH RIPLEY ROAD, RIPLEY, SOPLEY, BH23 8ES	Extension to connect existing house and garage; additional one and two-storey extension to both buildings	26/11/2024 Par 1 with comments sent to NFDC awaiting decision.
22/10/2024	24/10922	SABINES, RINGWOOD ROAD, AVON, SOPLEY BH23 7BQ	Variation of condition 2 of Planning Permission 21/10717 to allow revised window and door openings	16/11/2024 consultee par 1 submitted awaiting decision.

11/11/2024	24/10937	LONDON FARM, LONDON LANE, AVON, SOPLEY BH23 7BL	Change of Use of existing agricultural barns to commercial use (B8 Storage and Distribution); associated external and fenestration alterations; new ramp access with handrail	16/11/2024 consultee par 1 submitted, awaiting decision
19/09/2024	24/10788	KENNELMANS COTTAGE, WINDMILL FARM, HARPWAY LANE, SOPLEY BH23 7BU	Use of existing holiday let as dwelling	16/12/2024 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	12/12/2024 reapplication received. Sent to Cllrs.
	23/10742	COURT FARM, RINGWOOD ROAD, AVON, SOPLEY BH23 7BG	The installation of 3 rows of solar array panels; battery and tranformer structures; access	16/11/2024 awaiting decision.

9. FLOODING UPDATE (Cllr McDonnell):

Cllr McDonnell has had a meeting with Highways and raised a formal complaint re their lack of response. Residents are taking their own actions re flooding. HH have confirmed they are acting re landowners with riparian responsibilities.

10. HEATHERSTONE GRANGE - Allotments update. (Clerk) – Nothing to update.

11. BURIAL BOARD REPORT. (Chairman Vines/Clerk): - Nothing to report.

12. PARISH HALL COMMITTEE REPORT (KH)

- PWLB early repayment figure has been received, £10,818.17.
- VE 80 day – community event. January date to be sorted for a meeting with SPC and SPH.

for the month of November 2024.
Opening Nat West bank balance on 1st October = £15501.93
Total income = £1128.05
Total expenditure = £2777.12
Deficit = -£1649.07
Closing bank balance on 27th November = £13852.86

13. **PARISH FOOTPATHS & RIGHTS OF WAY ISSUES:** (Cllr. Partridge) – Nothing to report.

14. **HIGHWAYS & TRAFFIC MANAGEMENT ISSUES:** (Chair Vines/McDonnell) – Nothing to report.

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

16. **DISTRICT COUNCILLOR REPORT** (Cllr Linford) –

Cllr Linford referred to the water crisis in Southampton.

He drew the members attention to the Consultee deadline on the Wyatt Homes 10380 Planning application of Boxing Day, 2024.

He also expressed his concerns re sewage being released into the sea in the local area.

He has also been notified that NFDC are currently replacing some stiles, for kissing gates.

Meeting closed at 9.10 pm

Date of next full council meeting

Thursday, 16th January 2025 at 7.30 pm

The clerk was asked to make notes of the following for the Newsletter due to be produced and published in Spring 2025.

*To compile a list of vulnerable parishioners in case of emergency.
Grants available from SPC to local community groups.*