



MINUTES of the MEETING of SOPLEY PARISH COUNCIL
held at Sopley Parish Hall on Thursday, 24th April 2025 at 7.30pm

In attendance: - Chair Vines, Cllr Dunn, Cllr McDonnell, Cllr Partridge, Cllr Allen, Katie Hughes (Clerk) and no members of the public.

The Clerk confirmed that the meeting was quorate.

1. PARISHIONER PARTICIPATION:

2. APOLOGIES FOR ABSENCE:

Apologies were received from: - Cllr Adaway, Cllr Frampton and Cllr Shutler (received during the meeting).

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

4. The Minutes of the meeting held on 20th March 2025 were approved by all Council members and duly signed by the Chair.

- No matters were arising from these Minutes.

5. CURRENT ISSUES & FORWARD PLANNING:

ACTION LIST UPDATE'S- (GV):

- As the ramp lights are now working, Clerk has been asked to pass back to Hall Committee for their decision regarding ongoing lighting requirements. once the quote is received from Taff the electrician.
- The Clerk confirmed that the SID dimensions have been sent off to the Road Safety team for location approval and posts to be installed.
- Regarding the free elm trees for the Parish, it was suggested that Cllr Allen contact the Woodland Trust.
- Chair Vines asked The Data entry for the cemetery software be removed from action list as it's a "business as usual" item.
- Cllr Dunn suggested that we offer the handheld speed watch monitor to Bransgore PC for their speed watch scheme.

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, duly signed by the Chair and Clerk, (all invoices listed have been 'examined, verified and certified' by the RFO).

24/04/2025		Amount
Supplier to be paid	Invoice no:	
Tree Management phase one shirley common	7782	£2,870.17
Elan city extended warranty	SAJ-UK/2025/02431	£158.33
Dan Shutler (shirley common/gates)	4785	£1,152.00
		£4,180.50
Supplier already paid		
Vistaprint - GB805015277KT repay	225969848 newsletters	£614.38
Pennon	cemetery water	£7.62
Wine-newsletters delivery - Kt repay	Newsletters	£18.98
Nick Hill - Woolpack	litter drinks	£33.60
Vistaprint - GB805015277 Kt repay	225881315 ve fliers	£52.63
Vistaprint - GB805015277 KT repay	barn dance fliers	£24.28
Microsoft 365 - Kt repay	365 annual renew	£84.99
Evan 'elp us - cemetery March 2025	140425/001	£400.00
Amazon ink	302 xl ink for printer x2	£62.90
Mrs West	VE Raffle	£21.80
PAYE	April	£1,015.80
Adobe	0	£19.97
BCW Welcome signs	2023112	£228.98
BCW Dogs on leads signs	2023118	£44.46
		£2,630.39
Credits: - SPH	31/03/2025	£150.00
Deed of grant John Bradshaw 5e3	25/03/2025	£195.00
HMRC VAT reclaim to 310325	16/04/2025	£217.98
t/l R Mitchell fees	16/04/2025	£244.00
		£806.98
To pay out:		£4,180.50
Paid out:		£2,630.39
VAT to claim		£54.34
Funds available:		£25,999.54
Current Account		£26,164.72
Allotments for Labouring Poor a/c		£4,015.32
Parish Hall Account		£445.76
SPH Deposit account		£201.04
	Total:	£30,826.84

- Chair Vines proposed that the current Grant awarding scheme be available all year round and not just have application windows in April and October. This was agreed unanimously. **Proposed: Chair Vines and seconded by Cllr Partridge.**
- The Bank Balances and Reconciliation to 11th April 2025 had been circulated prior to the meeting by email. These were checked, **approved and duly signed by the Chair and RFO.**
- The Clerk confirmed that end of year VAT return for 2024-2025 had been completed and monies received from HMRC.
- The Clerk confirmed that the Tree Management Company had attended and completed the works on Shirley Common on 15th April 2025.
- The Clerk confirmed Training course's have been booked for Cllr Partridge and Cllr McDonnell.

7. CORRESPONDENCE RECEIVED:

- Invitation received from FONFA for service in September 2025. The clerk confirmed her attendance and Chair Vines and Cllr Dunn.
- A Parishioner had requested attention be given to the locks on some of the Council owned Parish boards. The clerk confirmed on her recent tour round with the agendas for this meeting, that the locks had all been treated with WD40 but the boards could do with a coat of varnish and cleaning. **ACTION: Clerk to arrange inspection and maintenance of all boards agreed by all members.**

8. PLANNING: a monthly update on all applications was reported as below by the Clerk: -

The following applications were considered and comments noted on the following planning applications (and any additional applications received after publication of the agenda, where the consultation period expires before the next scheduled Parish Council meeting - if applicable).

24/04/2025		CURRENT PLANNING APPLICATIONS		
Date received	App No	Address	Current Status	Response by
04/04/2025	25/10297	LITTLE NUTLEY, RINGWOOD ROAD, SOPLEY BH23 7BB	04/04/2025 sent to Cllrs	02-May-25
03/04/2025	25/10282	AVON COTTAGE, 57 RINGWOOD ROAD, AVON, SOPLEY BH23 7BG	03/04/2025 sent Cllrs	2nd May 2025

13/03/2025	25/10184	MIDDLE RIPLEY FARM, NORTH RIPLEY ROAD, RIPLEY, BRANGSORE, SOPLEY BH23 8ES	02/04/2025 comments submitted to NFDC awaiting decision	11th April 2025
13/03/2025	25/10183	MIDDLE RIPLEY FARM, NORTH RIPLEY ROAD, RIPLEY, BRANGSORE, SOPLEY BH23 8ES	02/04/2025 comments submitted to NFDC awaiting decision	11th April 2025
13/03/2025	25/10221	Butlers Barn, Derritt Lane, Brangsgore, Sopley BH23 8AX	13/03/2025 sent to Cllrs for comment	3rd April 2025
12/03/2025	25/10195	13 MARRYAT WAY, BRANGSORE, SOPLEY BH23 8FG	02/04/2025 comments submitted to NFDC awaiting decision	11th April 2025
06/03/2025	25/10182	WOODLANDS FARM, 20 ANNA LANE, NORTH RIPLEY, BRANGSORE, SOPLEY BH23 8ER	02/04/2025 comments submitted to NFDC awaiting decision	28th March 2025
18/02/2025	25/10148	11 BURNT HOUSE LANE, BRANGSORE, SOPLEY BH23 8DD	10/04/2025 GRANTED STC	14th March 2025
03/02/2025	24/01476FULL	SHIRLEY FARM, RINGWOOD ROAD, SHIRLEY, BRANGSORE, CHRISTCHURCH, BH23 8EH	13/03/2025 PENDING DECISION	4th March 2025
23/10/2024	24/10835	SOUTHWINDS, NORTH RIPLEY ROAD, RIPLEY, SOPLEY, BH23 8ES	13/03/2025 pending decision	22/11/2024
22/10/2024	24/10922	SABINES, RINGWOOD ROAD, AVON, SOPLEY BH23 7BQ	22/04/2025 GRANTED STC	15/11/2024

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

Subject: Request for Removal of Agenda Item from next meeting.

- A request was received by the Chair to formally request the removal of this agenda item regarding the S143 Notice and remedial works from the upcoming Council meeting scheduled for 15th May 2025. Given that all legal matters pertaining to the Section 143 Notice have been resolved, there is no further need for discussion at this stage.

10. FLOODING UPDATE (Cllr McDonnell):

- Ongoing flooding at the bottom of Priest Lane on the one-way system has been reported to Hampshire Highways.

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

- Nothing to update for this meeting.

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

- A third tender had now been received for the regular maintenance of the cemetery for 2025-2026.
 - Previous contractor - Outdoor Designs £485.00 pcm (£5820.00 pa).
 - GM Company - £547.00 pcm (£6500.00 pa).
 - Evan 'Elp us - £400.00 pcm. (£4800.00 pa).

RESOLVED: Contract to be awarded to Evan 'Elp us for the upcoming financial, year 2025-2026) by all Council members. Proposed: Chair Vines and seconded Cllr Partridge.

13. PARISH HALL COMMITTEE REPORT (KH)

- Sopley Parish Council ACM & Parish assembly 15th May 2025 -

Sopley Parish Hall Management Committee did not wish to provide refreshments this year so it was agreed that the Clerk should order sandwiches from M&S and Cllr Liford has kindly offered to fund this activity. **ACTION: Clerk to arrange.**

- 16th May 2025 – Barn Dance at the Parish Hall, 7.30pm
- 17th May 2025 – VE 80 Party at the Parish Hall, 2pm to 6pm.

(continued:-)

- Sopley Parish Hall Management reported the following financial position: -

Considering the month of March 2025.

Please see the attached PDF spreadsheets showing banking transactions and revenue analysis for the month of March 2025.

Opening Nat West bank balance on 1st March = £12296.63

Total income = £1762.23

Total expenditure = £851.29

Surplus = £910.64

Closing bank balance on 31st March = £13207.57

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

- It was reported that BR1 footpath has now been completed. Cllr Allen had kindly circulated some photographs.

15. HIGHWAYS & TRAFFIC MANAGEMENT ISSUES: (Chair Vines/McDonnell) – No update.

16. COUNTY COUNCILLOR REPORT (Cllr Thierry) – No report received.

17. DISTRICT COUNCILLOR REPORT (Cllr Linford/Frampton) – No report received.

Meeting closed at 8.15 pm

Date of next full council meeting

ACM & Parish Assembly Thursday, 15th May 2025 at 7.00 pm

Apologies were received at this point from Cllr Allen for the next meeting and he stated that he did wish to stand for re-election for the 2025-2026 year.