



**MINUTES OF THE ANNUAL COUNCIL MEETING &
PARISH ASSEMBLY OF SOPLEY PARISH COUNCIL**

held on Thursday, 15th May 2025 at 7.00pm

at Sopley Parish Hall, Priest Lane, Sopley

- ❖ *Since publication of the agenda the current Chair had to give his apologies so it was agreed that Vice-chair Cllr McDonnell would chair this ACM.*
- ❖ *A warm welcome was extended to members and parishioners to the Annual Council meeting, and it was stated that there would be some items of formal business and re-elections of Council members followed by the Parish Assembly.*

1. ELECTION OF COUNCIL CHAIRMAN AND VICE CHAIRMAN: (Local Government Act 1972, SECTION 15 (2)).

- Election of Chairman Vines to serve a second term. **Proposed by Cllr Shutler & seconded by Cllr McDonnell.** Declaration of acceptance of office to be signed after this meeting due to Chair Vines apologies having been received.
- Election of Cllr McDonnell as Vice Chair – **Proposed by Cllr Dunn & seconded by Cllr Adaway. Declaration of acceptance of office duly signed and received by the Clerk.**
- Outgoing Parish Chairman's Report. Chair Vines report was read by Cllr McDonnell in his absence. (copy of report in meeting pack).

2. ELECTION OF STANDING COMMITTEE MEMBERS (as per attached schedule):

- All current Council members are to be re-elected from the previous year. **Proposed by: Cllr Dunn & seconded by Cllr Adaway.**

3. ELECTION OF BURIAL BOARD:

- Current members were willing to be re-elected. **Proposed by: Cllr Dunn & seconded by Cllr Adaway.**

4. ELECTION OF COUNCIL LEAD ROLES AND NOMINATION TO THE FOLLOWING EXTERNAL BODIES (the following proposers/seconders were agreed as below): -

POST	NOMINATED PERSON(s)	Proposed	Seconded
COUNCIL MEMBERS	ALL	MA	DD
CHAIRMAN	Gavin Vines	DS	BM
VICE CHAIRMAN	Barry McDonnell	MA	DD
FINANCE SUB COMMITTEE	ALL	BM	DD
PLANNING COMMITTEE	ALL	BM	DD
BURIAL BOARD	Clerk/Gavin Vines	DD	MA
STAFFING COMMITTEE	ALL MEMBERS	DS	BM
COMMUNICATIONS	ALL MEMBERS	DS	MA
SOPLEY PARISH HALL C'TTEE	Clerk	DS	MA
NEW FOREST CONSULTATIVE PANEL	Maria Adaway Jeremy Allen	BM	DS
NFNPA SW QUADRANT	Maria Adaway Jeremy Allen	BM	DD
HIGHWAYS	Barry McDonnell	DD	MA
FOOTPATHS/COMMONS	Jason Partridge	DD	DS
POLICE LIAISON	Anj Hill	NO LONGER REQUIRED	

BOURNEMOUTH AIRPORT LIAISON	Clerk	DD	MA
HALC	Clerk	DS	MA
FLOOD WARDEN	Barry McDonnell	DD	DS

5. APOLOGIES FOR ABSENCE:

- Apologies were received from Chair Vines, Cllr Allen, Cllr Partridge, parishioners Cynthia Hiscock and Carole Smedley.
- In attendance were: - Cllr McDonnell, Cllr Dunn, Cllr Shutler, Cllr Adaway, District Cllr Linford and District Cllr Frampton.
- Members of public: 17.

6. DECLARATIONS OF INTEREST RECEIVED.

- No declarations of interest were received by the Clerk.

7. ADOPTION OF GENERAL POWER OF COMPETENCE:

*"Sopley Parish Council hereby confirms we meet the eligibility criteria for adoption of a General Power of Competence as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. **RESOLVED: The General Power of Competence was adopted by Sopley Parish Council approved by all council members and proposed by Cllr Dunn and seconded by Barry McDonnell.***

8. MINUTES OF LAST MEETING:

- The draft Minutes of last meeting held 24th April 2025 were circulated, read and approved by all council members present. There were no matters arising. **RESOLVED: The minutes were approved and duly signed by Chair.**

- Monthly payments to be authorised by Council members were circulated prior to the meeting. **RESOLVED: All payments were approved for payment and bank reconciliation confirmed, checked by the RFO and signed by Chair McDonnell.**

15/05/2025		Amount
Supplier to be paid	Invoice no:	
HALC - affiliation & levy fees	7302	£438.00
Scribe - cemetery	INV-10075	£414.72
Bournemouth water HG	6089915969	£17.25
HALC - membership	7528	£216.00
		£1,085.97
Supplier already paid		
Evan 'elp us 002	Apr-25	£400.00
Pennon Water	Cemetery	£7.59
Katie - Vista Banner	VE 80	£88.82
BCW - Shirley signs	2023206	£327.34
Mrs K West - VE 80 raffle	VE 80	£16.99
Katie - VE decs	VE 80	£19.90
Katie - Mcaffee renewal	Mcaffee	£109.99
PAYE	May-25	£1,015.80
Katie - Adobe subs	May-25	£19.97
		£2,006.40
Credits		
SPH	hall standing order	£150.00
NFDC Precept	Precept 25-26	£18,900.00
Tree Management	Newsletter donation	£50.00
		£19,100.00
To pay out:		£1,085.97
Paid out:		£2,006.40
VAT to claim		£69.36
Funds available:		£39,528.10
Current Account		£36,596.00
Allotments for Labouring Poor a/c		£4,018.07

Parish Hall Account		£441.50
SPH Deposit account		£201.18
	Total:	£41,256.75

- The Model Standing Orders and updated model financial regulations were circulated to all members. **RESOLVED: - Approved and adopted by all Council members.**

9. PROGRAMME OF MEETINGS FOR THE COMING YEAR:

Schedule of SPC Meeting's 2025 – 2026		
7.30pm	Thursday, 15 th May 2025	SPC ACM/Parish Assembly
7.30pm	Thursday, 19 th June 2025	SPC Meeting/audit approval
7.30pm	Thursday, 17 th July 2025	SPC Meeting
7.30pm	Thursday, 18 th Sept 2025	SPC Meeting
7.30pm	Thursday, 16 th Oct 2025	SPC Meeting
7.30pm	Thursday, 20 th Nov 2025	SPC Mting/Budget approval
7.30pm	Thursday, 18 th Dec 2025	SPC Meeting (if required)
7.30pm	Thursday, 22 nd Jan 2026	SPC Meeting
7.30pm	Thursday, 19 th Feb 2026	SPC Meeting
7.30pm	Thursday, 19 th March 2026	SPC Meeting
7.30pm	Thursday, 16 th April 2026	SPC Meeting
7.30pm	Thursday, 21 st May 2026	SPC ACM/Parish Assembly

THE ANNUAL PARISH ASSEMBLY

An open discussion session between parishioners and members of the Council on any subject of relevance to the community was held with following comments to be noted:

- District Cllr Linford reported that Cllr Thierry has been unable to attend recent meetings due to health issues.
- A Parishioner gave thanks to the Clerk & Council members for the “dogs on lead” signs provided for installation around Priest Lane, Sopley.
- Following these discussions there was a talk by Cllr Richard Frampton on historical flooding and preventative measures to be addressed for possible future flooding

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Signed and dated Chair_____

problems. It was suggested that perhaps an amount could be budgeted in the next precept allocation for the supply of sandbags etc.

- Refreshments were available after this presentation.

The next full SPC Meeting will be held
19th June 2025, 7.30pm at Sopley Parish Hall.

APPROVED 19.06.25