



To: Members of the Sopley Parish Council
You are hereby summoned to attend a
MEETING of SOPLEY PARISH COUNCIL to be held at
Sopley Parish Hall on Thursday, 19th June 2025 – 7.30 pm
By Mrs. K. Hughes Clerk – Sopley Parish Council

AGENDA

- 1. PARISHIONER PARTICIPATION.** *Prior to the commencement of formal business, a period of 15 minutes will be allowed for Parishioner participation to ask questions or comment on matters affecting the parish and/or its inhabitants. (Three Minutes per speaker).*
- 2. APOLOGIES FOR ABSENCE (The Clerk will confirm that the meeting is Quorate).**
 - Apologies received from Chair Vines in his absence Cllr McDonnell will be asked to Chair this meeting, Cllr Adaway and Cllr Allen.
- 3. Declarations of Interest/Requests for Dispensation received by the Clerk.**
- 4. To confirm the Minutes of the ACM Meeting held on 15th May 2025 as a correct record and signed by the Chair.** Any Matters Arising from Minutes.
- 5. CURRENT ISSUES & FORWARD PLANNING:** (All Council Members for discussion/approval).
 - ACTION LIST UPDATE – (GV)
- 6. PARISH CLERK'S REPORT:** (Katie Hughes - Clerk):
 - Supplier payments to be made to be authorised by all Council Members.
 - Bank Balances and Reconciliation to 11th June 2025
 - Grant application and form received from SPH for £350.00 for expenses incurred for VE 80 party.
- 7. APPROVAL OF AGAR 2024/25 (KATIE HUGHES – CLERK):**
 - **Internal Audit completed 6th June 2025** by Do The Numbers at the Clerks address. Sopley Parish Council confirms that the Annual Governance and Accountability Return (AGAR) for the financial year 2024/25 has been reviewed and approved. The Council acknowledges its responsibility for ensuring sound financial management and compliance with proper practices. The AGAR will be published as required and submitted to the external auditor where applicable." **The Notice of Public Rights will commence on 23rd June 2025 for the year ended 31st March 2025.**
 - Chair to sign declaration of no conflicts of interest with external auditor form and change of contact details declaration. **These must be submitted to BDO along with AGAR before 30th June 2025.**

8. CORRESPONDENCE RECEIVED:

- CIL Update received resubmission re cemetery, solar panels and pavement not successful this time.
- Ideas and discussions regarding future projects and resubmission of previously submitted bids.

9. UPDATE ON PLANNING – monthly update on all applications: *(and any additional applications received after publication of the agenda, where the consultation period expires before the next scheduled Parish Council meeting (Clerk):*

10. FLOODING UPDATE: (Cllr McDonnell)

11. HEATHERSTONE GRANGE (allotments): (Clerk)

- Plot 9 – Notice of forfeiture to discuss confidential details with Council.

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

13. PARISH HALL COMMITTEE REPORT: (KH):

- Upcoming events. Current SPH PWLB balance is £737.25.

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

- Report received regarding footpath between Moorlands entrances very narrow due to overgrowth of hedges. Reported to Countrywide shall we instruct Lengthsman to save time due to complaint from walkers?
- Report sent to Countrywide regarding Avon Valley footpath and access.

15. HIGHWAYS & TRAFFIC MANAGEMENT ISSUES: (Cllr McDonnell):

- SID locations for assessment by Highways.

16. COUNTY COUNCILLOR REPORT: (Cllr Thierry):

17. DISTRICT COUNCILLOR REPORT: (Cllr Linford/Cllr Frampton):

- "To consider confidential staffing matters. In accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public will be excluded from this item due to the confidential nature of the discussion.
- Spinal point increase regarding the Clerk.

Date of next full council meeting - Thursday, 17th July 2025, 7.30 pm