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, 22nd October – 7.30 pm

By Mrs. K. Hughes Clerk, PSLCC – 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).**

3. **Declarations of Interest/Requests for Dispensation received by the Clerk.**

4. **To confirm the Minutes of the meeting held on 24th September 2026 as a correct record and signed by the Chair.**

    - Matters Arising from Minutes.

5. **CURRENT ISSUES & FORWARD PLANNING:** (All Council Members for discussion/approval).

    - ACTION LIST UPDATE – (GV)
    - Grant Application – Heatherstone Grange - To consider a request for grant funding of £120.00 for the purchase of wildflower seeds.

6. **PARISH CLERK'S REPORT:** (Katie Hughes - Clerk):

    - Supplier payments to be made to be authorised by all Council Members.
    - Bank Balances and Reconciliation for October 2026
    - Clerk's Pay Scale Increase and Back Pay - To note the implementation of the **agreed pay scale increase** and associated back pay for the Clerk.
    - To **receive, consider and approve** the External Auditor's Report and Certificate and note that the external audit for the financial year ended 31 March 2026 has been concluded.
    - To review the existing arrangements for awarding grants below £250.

7. **CORRESPONDENCE RECEIVED: None**

8. **ROAD SAFETY ISSUE IN Sopley Parish – Derritt Lane.**

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. **WYATT HOMES – CIL FUNDING AND REQUESTS: -**

    - Approval of Draft Shortlist - To consider and approve the draft shortlist compiled on 15 October 2026.

12. **SHIRLEY COMMON (Clerk):**

    - Oak Tree off Burnt House Lane - To consider matters relating to the oak tree located off Burnt House Lane and agree any necessary action.
    - To consider and approve the quotation received for the Council's biennial tree inspection.

13. **HEATHERSTONE GRANGE allotments: (Clerk):**

14. **BURIAL BOARD REPORT: (Chairman Vines/Clerk):**

15. **PARISH HALL COMMITTEE REPORT: (Clerk):**

16. **TRI-PARISH UPDATE (BM):**

- Refreshments and Event Hosting - To consider arrangements and associated costs for refreshments and hosting for 4th November 2026.
- Agenda Preparation Process - To review arrangements for agenda preparation.

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

17. **HIGHWAYS & TRAFFIC MANAGEMENT ISSUES: (Chair Vines/Cllr McDonnell):**

18. **COUNTY COUNCILLOR REPORT: (Cllr Eyre)**

19. **DISTRICT COUNCILLOR REPORT: (Cllr Linford):**

Date of Next Meetings

- **Precept and Budget Meeting:** Thursday, 19th November 7.00 pm.
- **Next Full Council Meeting:** Thursday, 19 November 2026, 7.30 pm.