

SHALFLEET PARISH COUNCIL

MINUTES OF A MEETING OF SHALFLEET PARISH COUNCIL HELD AT WELLOW INSTITUTE, WELLOW ON WEDNESDAY, 11TH FEBRUARY 2015 AT 7.15 PM

Present: Cllrs H Hewston (Chair), B Baxandall, P Myles, S French, J McGuirk

Clerk: Mrs S Woods

Cllr Stuart Hutchinson

4 members of the public

Mr Walter confirmed he was audio recording the meeting.

Cllr Hewston welcomed everyone to the Shalfleet Parish Council meeting held at Wellow Institute. She confirmed the Parish Council would be starting the meetings with up to 30 minutes question time, there would be no questions at the end of the meetings and questions during the meeting, (on Agenda items,) would be at the discretion of the Chairman.

139/14-15 UP TO 30 MINUTES QUESTION TIME:

Ms Rowena Nihell said 'Adams Brook' kept collapsing alongside the road, which was blocking the culverts. She confirmed the PC had previously sent letters of support requesting this be looked into and the PC Chairman had seen Mr Chris Barlow, a neighbouring landowner, on several occasions with regards to removing his 'bank' of material. The Clerk pointed out that this did seem to be a Civil matter.

Cllr Hutchinson confirmed Island Roads will clear culverts, though in this case, after heavy rain debris was being brought down causing them to block again.

PC agreed Clerk contact Island Roads and ask them to contact Ms Nihell and look into this matter.

Action: Clerk

Play equipment - Ms Valerie Ching had raised a point via an email to Cllr French, after discussion being held at Shalfleet School meeting; this he read out. She was against the installation of play equipment at Fleetway and wanted it left as an open space with just the Lord Ross memorial seat and tree. Cllrs **resolved** to discussed play equipment at a future meeting.

Action: Clerk

140/14-15 APOLOGIES FOR ABSENCE: Cllr P Broadhead (hospital). The Chairman said the PC sent her their best wishes for a speedy recovery and look forward to having her back with them next month.

141/14-15 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS: Agreed these be given as and when required.

142/14-15 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS: None.

143/14-15 TO CONFIRM AND APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD 14th JANUARY 2015:

The Chairman had found a 'typo' on page 2 and it was resolved 'work' be amended to 'word'.

Cllr McGuirk raised matter of PC giving donations and felt they needed a strategy/policy for this as mentioned in item 135 of the January meeting. Cllr Baxandall believed each request should be looked at individually. Cllr Hutchinson commented that Shalfleet did not receive many and to look at them as they come in would not be onerous. After further discussion it was **resolved** 'Statement of Gift' go on March agenda.

Action: Clerk

Cllr McGuirk commented that the Minutes were long – 11 pages and he queried if the Cllrs should try to reduce the burden on the Clerk and the Minutes just focus on decisions. **Resolved** to speak about at the March meeting. **Action: Clerk**

Cllr Myles proposed these Minutes be agreed, seconded Cllr French - **resolved**.

The above Minutes, having been agreed, were signed by the Chairman as a true record.

144/14-15 PLANNING:

a. UPDATES AND DECISIONS:

P/01588/14 The Clovers, Bouldnor: Alterations; single storey extension on north west elevation, two storey extension on south east elevation and extensions at first and second floor levels to provide additional living accommodation to include roof terraces at first and second floor levels: The PC had no objection, with comment that suitable tree/plant screening could be put in place to maintain the privacy of neighbours.

Planning Applications given approval by IWC:

P/01408/14 Homecroft, Cranmore Avenue, Cranmore: Demolition of dwelling; proposed dwelling (revised plans).

P/01407/14 Wellow Cottage, Main Road, Wellow: Proposed outbuilding to provide garage and workshop.

P/01392/14 17 Port La Salle, Bouldnor: Alterations; extension at first floor level to provide additional living accommodation; conversion of garage to provide enlarged kitchen, gym and utility room (revised scheme).

Planning Inspectorate Appeal Decision P/01191/13 Westbrook Yard, Main Road, Shalfleet: Appeal dismissed.

The Clerk confirmed she had printed off a copy of the 'Plain English Guide to the Planning System' should anyone wish to borrow it.

b. TO AGREE COMMENTS ON APPLICATIONS:

P/00002/15 – 1 South View, Wellow Top Road, Wellow: Lawful Development Certificate for continued use of vehicular access and parking area:

The Chairman reported the Parish Council had previously brought the unlawful use of this access to the attention of the IWC Enforcement Officer on the grounds of road safety; as far as they are concerned the road safety aspect of this access has not changed and it has been used unlawfully. **Resolved** response still valid and to be put forward. **Action: Clerk**

Mr Walter commented that an opening could be made and not used and developed later as it was then a known route for access.

145/14-15 POLICE REPORT:

Copy of January Police Report received and tabled – no matters of concern to report back to the PC.

Mini car – Clerk had contacted Police and informed car legally parked if 15' or more away from the junction – since the road had now become a 30mph restricted road nothing the Police can do in regards to vehicles being parked on the road side.

146/14-15 CLERKS REPORT:

S17 Footbridge – Reported to IWC again as needs attention.

Buckingham Palace Garden Party – Unfortunately Cllr Hewston's name not pulled out of hat.

Bouldnor Field – Clerk invoiced Attrills £750 for use as storage compound.

Site Inspection – arranged for 9.15 am tomorrow – Cllrs Hewston and French to attend.

Walkway – The Clerk reminded Cllrs that a resident had asked if a walkway could be installed on the grass verge outside Bouldnor Field – she confirmed this matter would be on the Agenda of the March meeting – deferred due to finance issues being discussed at this meeting.

Bouldnor Viewpoint – Large boulders are being installed by Island Roads to prevent parking/driving on the grass verges. Cllr Hutchinson had previously reported the fact IWC Highways have such a large backlog of work, means changes to parking restrictions (shorter parking limit) will take some time yet to be brought into operation.

Funding – Clerk pleased to report £328 received from IWC Economic Improvement Fund towards seat refurbishment and new playground signage.

Tree Warden – Following the submission of her annual report for trees at Withyfields, Hilary Higgins, Parish Tree Warden, had meeting with the Clerk to go through her report. Hilary undertakes an annual survey of trees on Parish Council land free of charge, as well as having a good archive of Newbridge and had put on several displays and events in the Community Centre over the years. Thanks to Hilary for all her good work.

Withyfields Trees – there are several issues the Clerk needs to look into following her meeting with the Tree Warden and also a visit to the office by Mr & Mrs Tyrell (including a tree branch overhanging their garden). The fact the area has a TPO on it means approval by the IWC Tree Officer will be required before any works can take place.

Withyfields – Mr & Mrs Tyrell (who live at Withyfields) would like to see the grass area ‘a no dog area’ – the Clerk pointed out this was highly unlikely as it was a public open space and has a footpath running through it. Clerk confirmed that there is a ‘No Dog Fouling/fine’ sign in the area. They would also like some Willow trees planted to replace the cut down tree and to soak up water. Cllrs felt this was a good idea and agreed needed more information before they discussed it. Clerk agreed to contact IWC Tree Officer and sort out other issues first and ask his advice.

Action: Clerk

Churchyard Wall Re-instatement/re-alignment – the next PCC meeting is 11th February 2015. Cllr Stuart Hutchinson has also been pushing for action on this.

West Wight Welcome Boards for walkers and cyclists – Clerk had been liaising with West Wight Community Partnership for places for these to go and sent letter of support from the PC (as agreed via email by Cllrs), for their funding bid.

Website – Further to local business contacting Clerk to advertise on the PC website, they have contacted PC website manager to do a website for them!

Cllr McGuirk had suggested PC could look in the future to charge businesses to advertise on the PC website. Clerk been advised against this as it could affect PC VAT status/community rating as it would be classed as revenue – best not to charge. Cllr McGuirk commented as this was a bad idea then to leave it.

Station Road, Ningwood – Clerk very pleased to report that Island Roads will be doing the section Mrs Meaning came to the last meeting about – in August 2015 – Mr Bean, District Steward had spoken to the Island Roads Assets Manager, as well as Drainage Engineer and this is what had been agreed. The camber will be affected and drainage will be sorted – Island Roads are contracted for not allowing to have standing water for more than 2 hrs after it has finished raining.

Mr Mark Roberts, Asset Manager will be writing to Mr and Mrs Meaning (whom Mr Bean has been to see on several occasions) to confirm this.

147/14-15 FINANCE: TO APPROVE LIST OF PAYMENTS: Circulated to Cllrs.

To resolve to agree to pay £50 for Cllrs Broadhead and Hewston (£25 per delegate) to attend the County Training Partnership Spring Seminar on 16th March 2015:

Cllr McGuirk said he felt the budget setting process was the wrong way round – PC should agree what lies in the Precept first and then look at items. This item was in this financial year and Cllrs should look at the budget – which was overspent and not spend the money.

Cllr Hewston said she had attended the Seminar last year and commented it had gone well and was good for information and networking Islandwide.

Cllr Baxandall said the election costs of £2,500 were unforeseen and she did not think the PC could afford not to go. Cllr McGuirk said it was the principle.

Cllr Myles proposed PC pay the £50 which could come from contingency, seconded Cllr Baxandall – resolved by majority. Noted Cllr McGuirk against.

a) To decide whether to give a donation towards an Armed Forces Day event on 20th June 2015 at North Walk and Appley Park, Ryde:

The Clerk confirmed there was £62 in the donation budget.

Cllr Myles said she felt PC should not give to things that the public can give to and this should be a guiding principle of the PC. Cllr McGuirk agreed and proposed PC not give to this event, as it would be a strain on the budget, seconded Cllr French – **resolved** not to give.

b) To resolve to agree to pay SLCC (Society of Local Council Clerk) membership for 2015/16 - £210 for precept £25,001 - £30,000/£235 if £30,001 - £35,000/£260 if £35,001 to £40,000:

The Clerk confirmed much information and advice had been sought from SLCC. Cllr McGuirk proposed PC resolve to pay this membership (amount confirmed once precept set £235) – **resolved**.

c) To Resolve to pay £35 Data Protection Registration cover to run from February 2015 to 2016:

The Clerk confirmed the PC would be acting unlawfully if there were not registered. Cllr McGuirk proposed this be paid, seconded Cllr Myles – **resolved**.

d) To Resolve to pay invoice from Daniel Gregory for necessary play equipment repairs and old sign removal £100:

Cllr Baxandall proposed this be paid, seconded Cllr Myles – **resolved**.

e) To Resolve to agree to pay IWALC Affiliation fee for 2015/16 = £270.17

It was noted the initial invoice had been incorrect and later re-issued.

Cllr McGuirk asked Cllrs to look at this in the context of free training. He felt the training budget needed trimming. The Chairman said IWALC send a great number of emails disseminating information and the Association help Parish Council's to know what is going on on The Island – they fight for the whole Island. Some Councils have left but some come back. Cllr Myles proposed this fee be paid, seconded Cllr Baxandall – **resolved**.

f) To approve list of payments:

Cllr Myles proposed the accounts be agreed, seconded Cllr Baxandall – **resolved**.

Cheque No:	Payable to:	Amount £
1678	IWALC - 2 x Spring Seminar Delegates	50.00
	Sally Woods - Jan Salary = £830.63 +	
1679	Mileage	841.43
1680	SLCC - 2015/16 Annual Membership	235.00
1681	Info Commissioner - Data Protection Reg	35.00
1682	IWALC - 2015/16 Annual Affiliation Fee	270.17
1683	Daniel Gregory - Play equipment repairs	100.00
SO	Newbridge Co Association - Rent	194.00
	TOTAL	1725.60

Income for Month:	£
IWC - Economic Improvement Fund –	
28/01/2015 Grant –Signs + Seat refurbishment	328

Resolved Clerk re-issue cheque to David Brockwell for £120 for computer repairs (sent in September 2014) which he had lost – Clerk had put a stop on the cheque at no cost to PC.

148/14-15 To Discuss and decide whether to agree to pay Jamie Cramp fees for grass cutting for 2015:

a) Two cuts per month from March to end of September at Shalfleet Grave yard £83 per cut

This would mean a total of £1,162. The Chairman confirmed the PC had no statutory duty to pay this – it was a good will gesture on behalf of the PC but she felt it was better someone who knew the graveyard did this work.

Cllr Myles proposed the PC stick with Jamie Cramp for now but try cutting the churchyard once a month, thus saving £83 a month, and review this decision in the future. She said some conservationists feel churchyards should not be cut too often – **resolved**. Clerk to inform Vicar and Jamie Cramp.

Action: Clerk

b) Two cuts per month from March to end of September at Newbridge play area £22.50 per cut

Noted this amounted to £315 p.a. Clerk had looked into tender file and said it was very difficult to separate out the various areas and cutting schedules for each one. Brighstone Landscaping have the main three year contract for the rest of the grass cutting due to expire March 2016.

Resolved to agree Jamie Cramp's fees for Newbridge play area.

The Chairman proposed item 150 be dealt with now, before Precept discussions – **resolved**.

150/14-15 CORRESPONDENCE: The correspondence file was circulated.

1. Solent News Winter 2014/15
2. Centenary Fields (Commemorating World War I) information
3. Letter from LGRC (Local Government Resource Centre) giving information of their services
4. Affordable Rural Housing – A Practical Guide for Parish Councils
5. Island Sustainability Forum on Sustainable Transport Proposed Rights of Way Development Plan and response from Cllr McGuirk
6. IWALC Councillor and Chairmanship Training Dates
7. Licensing – Whole Island application for Jules Ice Cream van – no objections.
8. Letter regarding West Wight Timebank asking for a donation – agreed this be dealt with at the April meeting.
9. Letter from IW Foundation with information on funding for non statutory bodies.

a) To Discuss email from Neal Staley, Chairman and co-founder of new IW Road Safety Charity; 'Isle Drive Safe – Remember Evey' and decide whether to donate to the charity in exchange for some 'speed limit' stickers which are stuck onto the sides of wheelie bins:

Cllr Myles commented that according to RoSPA unless road improvements were carried out, signs make no difference. Cllr Hutchinson said there was a need to do other things but difficult without affective enforcement.

Mrs Shirley Stables had written asking to speak on this matter on behalf of NANSAG. The Chairman gave her permission and also declared an interest, as the PC NANSAG member.

Mrs Stables said there was a need to reduce speed limits and requested funding for stickers, which would be visible on wheelie bin days. She confirmed this worked on the mainland; with the bins going out once a fortnight, one after another - it was a good reminder for drivers of the speed limit.

Mrs Stables said all NANSAG expenses come from her own pocket and she would be doing a charity dog show for the Isle Drive Safe charity.

Mrs Stables agreed to find out how much the charity were looking for as a donation for stickers and come back to the PC.

PC **resolved** to agreed in principle and discuss again once a figures was known.

Action: SS

149/14-15 To Resolve to agree amount of Precept Shalfleet Parish Council request from IWC for 2015/16 financial year:

The Chairman asked the Clerk to go through the proposed budgets that the Working Group had put together, line by line. Cllr MGuirk asked for an overview of the budget situation which the Clerk gave.

The Clerk asked Cllrs to note an e-Update from Hampshire Association of Local Councils which confirmed that for 2015/16 Parish and Town Councils are not to be included in the Government's Capping and Referendum regime. Councils need to be setting realistic precepts, to carry out their role effectively, and resourcing it appropriately. It was noted that was not to say Parish Councils would not be capped in the future.

Mr Walter confirmed that the PC increase in Precept last year was 1.99%.

Cllr McGuirk declared an interest in the BT item as an employee.

SLCC membership was agreed at £235, once the overall precept figure had been agreed.

Cllrs noted the Parish Office rent had been confirmed - £2,000 for 2015/16 for office and downstairs plus facilities and £500 Service Charge (need to allow a bit more that £2,500 for rent costs, for hire other meeting venues.)

Cllr Myles queried why the PC had their meetings at different locations and the Chairman confirmed this was so as many parishioners as possible could attend meetings. It was noted there was no hire charge made for using both Shalfleet School and Shalfleet Hall.

Elections – Cllr McGuirk proposed £1,300 be set aside for these, no seconder.

Cllr French proposed £1,500, seconded Cllr McGuirk.

Cllr Hewston proposed £2,500 seconded Cllr Baxandall and Cllr Myles – on majority £2,500 put in budget.

After much debate and discussion Cllr French proposed an 11% increase on last year and agreed the Precept for 2015/16 as attached sheet, seconded Cllr Myles, Cllr McGuirk against – **resolved** by majority.

151/14-15 COUNCILLORS REPORTS INCLUDING THE WARD COUNCILLOR:

Cllr Hutchinson – Outlined the problems facing the IWC and confirmed they had agreed a 1.99% increase in Council Tax. This would mean an increase of 1.2 million pounds but Council would lose the freeze grant. He gave figures on pay awards of 2 m, school transport of half a

million, adult social care up 3.8 m. Last year 5 m had been taken from reserves – next year 4 m would need to be taken.

The IWC had received a receipt from ASDA which would help for one year. Went on to say increases would be made to Wightcare; up from £6 to £11 per week, there would be charges for the Floating Bridge probably 40p. Reduction in services such as toilets, beach cleaning would be the statutory minimum and support for community buses. Shared working would increase between Public Health, NHS and Clinical Working Group. Children's Services moved to Hampshire and Fire Services combined.

There would be a reduction in IW Council staff numbers from 2500 to 1700.

The Chairman gave thanks to Cllr Hutchinson for keeping the PC up to date.

Cllr French – Reported he was getting together with Cllr McGuirk to look at the provision of a school crossing. He had also attended a NANSAG meeting as an observer.

Cllr Hewston - Written report had been circulated to Cllrs and is on file. She had also attended a Campaign for Rural England meeting. Reported water from flooding at Newbridge had still not cleared and still running – Clerk asked to contact Island Roads. **Action: Clerk**

Cllr McGuirk – He was looking into the school issues and also Broadband so areas get full benefit. Cllr Hutchinson confirmed another cabinet was to be added at Cranmore Road and next progress report would be in March.

Cllr Myles – Reported there had been sewage outflow problems by Mill House. The Clerk confirmed she had tried to contact Val Gwynn on flooding issues

Future Agenda items:

April – To Agree amount to be donated towards stickers for the Isle Drive Safe charity.

To discuss request from resident for Footway on Bouldnor Road / in Bouldnor Field.

March - New Noticeboard for outside Parish Office

To Review PC Standing Orders

March – To Agree Statement of Gift - donations the PC give
Play equipment for the Parish

March - Length of Minutes

To Agree quotation for graveyard and play area grass cutting

April – Guest speaker – 'My Life a Full Life'

Installation of pedestrian gate at Bouldnor Field

Withyfields – trees

April – Timebank donation request

Projects – to prioritise

Renewal of Lease/Licence with Newbridge Community Association for Parish Office
and downstairs computer/meeting room.

'Affordable Housing' – guest speaker agreed to attend July meeting.

Mrs Shirley Stables – suggested representative from Community Speed Watch speak at a
PC meeting.

The Chairman thanked everyone for attending and confirmed the next meeting would be held on
Wednesday 11th March 2015 at 7.15 pm at Newbridge.

The meeting closed at 10.25 pm

Signed

SHALFLEET PARISH COUNCIL

Budgets for 2015/16

£

Advertising	125
Elections	2500
General Admin	400
BT/Phone/Broadband	500
IT/Computers	500
Expenses/Mileage	200
Equipment	100
Audits - Internal & External	350
Photocopier Contract	150
Open Space Maintenance	3700
Trees	750
Outdoor Maintenance	500
Insurance	664
Rents	2600
Playgrounds & Safety	250
Subscriptions (IWALC/SLCC)	500
s137 Payments/Donations	1000
Training	150
Wages	13000
Contingency	2000
Chairman's Allowance	100
Projects	3000
	33039