

SHALFLEET PARISH COUNCIL

MINUTES OF A MEETING OF SHALFLEET PARISH COUNCIL HELD AT WELLOW INSTITUTE, WELLOW ON WEDNESDAY, 14th OCTOBER 2015 AT 7.15 PM

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

Clerk: Mrs S Woods

9 members of the public

IW County Press Reporter

UP TO 30 MINUTES QUESTION TIME: Members of public had attended to talk about the plans for West Wight Alpacas following a public meeting held on the site. Cllrs Hewston and French had also attended this. They said Mr Payne stated these included building a bungalow, extension to the cafe, extra seats, pizza oven, drinks licence, children's play ground, camels and camp site with opening hours 10 am – 11 pm 365 days a year.

Cllr French commented that he could not see a problem with the existing site, could not comment on the bungalow, felt the closing time was intended to be 9.30 pm a couple of times a week.

The Chairman said the Parish Council would look seriously at planning applications as they came in – could not surmise.

Clerk confirmed the recent planning application submitted for the variation of condition to increase the opening times had been withdrawn until after the public meeting.

Discussion followed.

Mr Dunkley pleased to confirm that for a recent Marathon, people had not parked on the apron off Ningwood Hill (Clerk had previously contacted Ryde Harriers) as requested.

Noted there was much litter, including plastic drinks bottles after a recent event – **resolved** Clerk write to Marathon organisers and ask them to clear up after their events. **Action: Clerk**

Best Kept Small Village – noted that Wellow had won this – shield and framed photograph on display. The Chairman commented well done to Wellow.

83/15-16 APOLOGIES FOR ABSENCE: Cllr B Baxandall, County Cllr Hutchinson – IWC Meeting.

84/15-16 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS: Agreed these be given as and when required.

85/15-16 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS: None.

86/15-16 TO CONFIRM AND APPROVE THE MINUTES OF THE

i) PREVIOUS MEETING HELD 9th SEPTEMBER 2015:

Re: Item 75/15-16 Cllr McGuirk proposed his written report (circulated) replace his report in the draft Minutes - **resolved**.

Re: Item 78/15-16 Clerk reported that Cllr French would like to clarify his email to Cllrs was for information and use in a letter to be sent from the PC to Island Roads.

Cllr Hewston proposed, that these Minutes, now amended, be agreed, seconded Cllr McGuirk - **resolved**.

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

ii) EXTRAORDINARY MEETING HELD 18TH AUGUST 2015:

Due to only one Cllr who attended the Extraordinary Meeting, being present at the September meeting, it had been resolved agreement of these Minutes be deferred until the October meeting. Cllr Hewston proposed that these Minutes be agreed, seconded Cllr Myles - **resolved**.

87/15-16 PLANNING:

a. UPDATES AND DECISIONS:

Planning Applications given approval by IWC:

P/00968/15 Barnfield Farm, Main Road, Ningwood: Single storey extension on east elevation; alterations.

P/00965/15 – Land at Homestead Farm, Caulbourne Lane and, land at Lower Dodpits Farm, Warlands Lane, Ningwood: Proposed RF connectivity lattice tower (19.9m); 2 x 600mm associated dishes; additional equipment cabinet (revised description)(re-advertised application).

P/00489/15 The Cedar House, Hamstead Road, Cranmore: Demolition of existing garden store; proposed replacement garden store.

Planning Application withdrawn:

P/00090/14 Church View House, Church Lane, Shalfleet: Proposed detached building to provide unit of holiday accommodation (revised description)(revised scheme)(readvertised application).

b. To Confirm and agree the minutes of the Planning Meeting held 30th September 2015:
Cllr French proposed that these Minutes be agreed, seconded Cllr Myles - **resolved**.

c. To Agree comment on application:

P/01149/15 – Shalfleet Garage Co Ltd., Shalfleet Service Station, Main Road, Shalfleet:
Proposed storage building to include parking.

The Clerk pointed out that a previous application for this site – P/01287/13; had a condition to plant a hedgerow which she did not believe had been planted as yet. Cllrs asked Clerk to write to the Planning Department and remind them of this. **Action: Clerk**

Also outstanding – request from the PC to IWC/Island Roads for large boulders/stones be put on the grass verge opposite this site, Clerk to ask Cllr Hutchinson to raise at his meeting with Island Roads. **Action: Clerk**

After discussion Cllrs agreed they had no objection to the application but asked that the site needed softening with screening, such as hedging and to request this. **Action: Clerk**

88/15-16 POLICE REPORT:

Copy of September 2015 Police Report received and tabled– no matters of concern to report back to the PC.

89/15-16 CLERKS REPORT:

Plan Printing – confirmed Beacon Print is in Newport if required. She had opted in with IWC to print off major development applications and informed them PC would collect these when needed.

Bouldnor Field – The bottom section was cut 17th September 2015.

Agendas – will be making an amendment to planning item ‘5 minutes are allowed for applicant/objector/supporters etc. ...’. Feels this is a more representative statement.

Best Kept Village Award – pleased to report Wellow won Best Kept Small Village Award – see shield, photo and Clerk banked cheque for £150. Wellow residents were asked to email Clerk with suggestions on how the money be spent.

Meetings 2016 – in the process of bookings halls for Parish meetings next year – as soon as these are all confirmed she will let everyone have a list of dates and venues for the year.

Station Road – Phone message following Clerk sending letter – short term pothole repairs were undertaken week commencing 21st September 2015. Clerk read the reply from Island Roads which confirmed they had carried out permanent patching and repairs 24th September 2015, further investigations taking place and proposed to undertake carriageway treatment and drainage works in the school summer holidays of 2016, they will paint a ‘30’ speed indicator on the road once works completed.

Cllr French stated Island Roads had filled hole in road by field entrance.

Fleetway Litterbin – Clerk went back to IWC and asked if the number of empties could be reduced – have chased, no response.

Calbourne PC Dog Bin – Calbourne Clerk thank Shalfleet PC for their help – he had contacted Island Roads and IWC and waiting for a response.

Basketball Net for Newbridge Play Area – Purchased new net for basket ball hoop as old one rotted. Cost £13.99 including VAT and delivery cost – see financial report.

Shalfleet Junior Rover – chased Southern Vectis for update and launch date with no success.

Hamstead Triangle – Clerk noted Cllr Hutchinson will be raising this in his meeting with Island Roads.

Copying/Printing – Clerk in the process of obtaining prices.

90/15-16 COUNCILLORS REPORTS INCLUDING THE WARD COUNCILLOR:

Cllr McGuirk – Nothing to report.

Cllr Baxandall – Nothing to report.

Cllr Hewston – Report given and attached to original Minutes. She also reported several pothole and road bridge concerns and agreed to confirm these with the Clerk.

Cllr French – Confirmed he would continue to monitor Station Road. He commented he felt that the funding that had been given to WW Sports Centre and Freshwater Library had been low. The Clerk did confirm that no request had been received from the Sports Centre for funding. He asked if he would be able to attend the Island Roads Senior Management meeting with Cllr Hutchinson – Cllr McGuirk said best to contact him direct to ask.

Cllr Broadhead – Agreed that the contribution given to the WW Sports Centre by the PC last year had been low. Pleased to report there had been a Coffee Morning at the Yarmouth Community Centre and a new boiler had been fitted.

She is attending the West Wight Council meeting tomorrow night; she was trying to support boxing in the West Wight – already a building in place.

When she had met with the MP recently she had raised the subject of the cost of travel to the mainland and fact a lot of people cannot afford to work off the Island because of lack of subsidises. MP had written to Red Funnel, who at present have no direct debit system for season tickets; these have to be paid for up front. Reply said may in future they may look at different lengths for season tickets (to cover 5 day weeks) and perhaps do monthly tickets.

She had diarised to chase this as felt it was important. No subsidises would be available from Wightlink – heavily in debt.

Nothing more heard regarding Island Status.

Cllr Hutchinson – Clerk read report sent through which informed the meeting he was meeting with Island Road Senior Management to look at local issues, BT had been given an extension of time to complete the Broadband project and gave details of the new waste contract with Amey.

91/15-16 FINANCE:

- a) **To Resolve to agree to purchase two wreaths for Remembrance Services at Shalfleet Church and the West Wight Service at Yarmouth @ a cost of £18.50 each = £37 and whether to give a donation on top of this (£50 given in total (when purchasing one wreath last year)).**

The Chairman said historically the Parish Council had always laid a wreath at the war memorial at Shalfleet Church. Cllr Hewston said Shalfleet was part of the West Wight and felt it should be seen as such by laying a wreath at that service. She was in favour of the Parish Council being represented this year. **Resolved** two wreaths be purchased.

Discussion held on whether to give a donation towards the Royal British Legion, as well as covering the cost of the two wreaths. Cllr Hewston proposed £25, seconded Cllr French – 2 Cllrs abstained.

To also resolve to agree who to lay each wreath:

Resolved the Chairman lay one wreath at the Shalfleet Church Service and Vice Chairman one at Yarmouth for the West Wight Service. Clerk will inform. **Action: Clerk/PB/HH**

- b) **To Resolve to pay £13.19 for a new basketball net (includes VAT £2.20 and delivery).** Cllr McGuirk proposed this be paid, seconded Cllr French – **resolved**.

- c) **To Consider Grant Applications from:**

- i) **Isle of Wight Music, Dance & Drama Festival:**

Clerk requested and obtained copy of accounts – circulated to Cllrs.

Cllr McGuirk queried as they had £50,000 in the Bank whether the Parish Council should give a donation. Cllr Hewston said she had attended the ‘thank you’ earlier in the year and congratulated the whole ethos of the event and said it did help youngsters. Cllr French said it helped more than just youngsters.

Cllr McGuirk pointed out it was tax payer’s money the PC would be giving away.

Cllr Hewston felt that this event helped the whole Island.

It was agreed the Clerk read out the Financial Regulation pertaining to Grant requests; priority given to requests for grants from, and granted firstly to, Shalfleet Parish residents and charities, then secondly to Island charities for the benefit of Shalfleet Parish residents.

Cllrs queried how many residents of Shalfleet would benefit.

Cllr Hewston proposed £100 donation – no seconder.

Cllr McGuirk proposed no donation be given, seconded by Cllr Myles.

Majority in favour that no donation be given.

- ii) **Friends of Freshwater Library:**

Clerk requested and obtained copy of accounts – circulated to Cllrs.

The Chairman said there was talk of Freshwater Library moving into the West Wight Sports Centre and she agreed to raise this at the WW Council meeting tomorrow night. **Resolved** this request be deferred until the November meeting.

d) To Note quarterly income and expenditure figures as supplied by the Clerk:
Clerk suggested the Donate-a-Gate money could come from Projects rather than Open Space maintenance – Cllrs agreed no problem either way.

e) To approve list of payments (circulated to Cllrs and copy available at the meeting).

Cllr Hewston proposed the accounts be agreed, seconded Cllr French – **resolved:**

SO	Sally Woods	September Salary	830.00
1725	Signpost Express (IW) Ltd	Parish Council Banner (plus VAT)	66.00
DD	BT	Phone & Broadband	95.90
1726	Bishop Sport & Leisure Ltd	Basketball net for Newbridge	13.19
1727	Sally Woods	Remaining Sept salary £7.71 + mileage £10.80	18.51
1728	HMRC	3 Months Tax & NI	147.29
1729	WBS	Stationery	57.55
TOTAL			£1,228.44

92/15-16 CORRESPONDENCE– details of correspondence received tabled.

1. Village News October 2015
2. Glasdon Local Councils Magazine
3. Letter from Dave Burbage, Managing Director, IWC asking for any views the Parish Council may have on the options for the Council Tax Reduction Scheme by 6th November 2015.
4. Island Business Magazine

93/15-16 Legal:

1. **To Resolve that Shalfleet Parish Council sign the lease and licence for the Parish Office Premises; two Parish Councillors to sign with the Clerk as witness as per LGA 1972 s14(3).** Cllr McGuirk proposed Cllrs Broadhead and Hewston sign these with the Clerk as witness – **resolved.** Lease and Licence were duly signed.
2. **To Resolve an addition to the Parish Council Standing Orders that the execution of a Deed must be authorised by resolution of the Parish Council and signed (executed) as per LGA 1972 s14(3) by two members of the Parish Council in the presence of a witness (who can be the Clerk).** Cllr McGuirk proposed this addition be added – **resolved.**

94/15-16 Information Board for Horse & Groom and Bouldnor – to agree content and price if quotations arrive in time for the meeting:

Draft proof, drawn up by Cllr Myles, had been circulated to Cllrs.

The Chairman asked the Clerk to give some background on this for the benefit of the County Press reporter and members of public present.

The Clerk said she had spoken to the Director of the Maritime Archaeology Trust who was happy with the tone of the draft and was happy to work with her to draw up a final draft ready for her to obtain quotations from and find some photographs and pictures. Cllrs **resolved** for Clerk to continue working on this. **Action: Clerk**

95/15-16 To Agree to submit an application for tree works at Withyfields (in a Conservation Area); as requested by Mr and Mrs Tyrell, (following a site meeting held with Vice-Chairman and Clerk with Mr and Mrs Tyrell) and suggested by Mr Jerry Willis, IWC Tree Officer. Also to request a site visit with Mr Willis to discuss.

Mr & Mrs Tyrell originally came to the Parish Office to ask if a branch from a tree on Parish Council land (Clerk checked and confirmed this with the Land Registry plan) could be cut as it was encroaching their garden. Vice-Chairman and Clerk visited Mr and Mrs Tyrell and were then told of several issues they had concerns with. Clerk gave out hard copies for Cllr and table one:

Branches from trees adjoining their property cut back so they do not interfere with their hedge (Also asked for the canopy to be reduced in this area, as this was causing loss of light to their lounge). Vice-Chairman did commented that she did not see this as a factor for tree work.

Trees alongside their boundary to be looked at to see whether any branches and limbs with canker, require cutting off.

All dead branches be removed.

Hawthorn trees by the public footpath be cut back.

Two trees on the upper area have their crowns raised.

Obviously the PC do not want to obtain prices for works if it is deemed unnecessary or does not have permission from the IWC Tree Officer to be done.

Clerk subsequently wrote to IWC Tree Officer, Mr Jerry Willis and he advised: the best approach would be for either the PC or Mr and Mrs Tyrell to make an application to have the work carried out in a similar manner as described and request that a meeting is had to discuss the issues raised. He can then meet PC and say yes or no or how about a compromise. Gave details on where application can be found on IWC website.

Cllr McGuirk proposed the Clerk obtain three quotations for the works outlined, before completing an application for permission for works to be undertaken, seconded Cllr Myles – **resolved.**

96/15-16 Ningwood Re-cy-ling Centre – to agree an option as outlined in report from recent site meeting:

Clerk had circulated copies of the site meeting report to Cllrs and confirmed the area is in the ownership of the PC.

Clerk confirmed she had contacted the PC insurance company who said if the PC keep the grit bin they need to make people more aware it is there i.e. need a sign plus need to keep it filled and state on the sign where to contact if grit was getting low. Or PC could remove it but should not just leave as is, cannot give cause for people to say no grit and fell over.

Cllr McGuirk proposed PC agree to go forward with Option 2 and Clerk obtain quotations for this work before a tree work application submitted, seconded Cllr Myles – **resolved. Action: Clerk**

Option 2 – Have the second hedge (which was overgrown) cut back. Remove the ivy. Remove the green boarding (part rotten, part fallen down), replace the litter bin with a new one, remove and sell and litter bin.

97/15-16 To Re-affirm PC Policies (to be reviewed annually and all previously reviewed May 2014): The Parish Councillors went through these with the Clerk:

i) Complaints Procedure.

Resolved this was fine as is.

ii) Statement of Intent – Training.

One amendment – ‘t’ in second paragraph, otherwise **resolved** this was fine as is.

iii) Tree Management Policy.

Resolved this was fine as is.

iv) Child Protection Policy and report forms.

Clerk had double checked and amended contact telephone numbers and big ‘c’ in line two needed amending. Cllrs then **resolved** to agree.

v) Information Publication Scheme.

Several amendments agreed then Cllrs **resolved** to agree.

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

The Chairman asked that the December meeting be a short one as members would be meeting afterwards for their Christmas Lunch.

The meeting closed at 8.45 pm

Signed.....