

## SHALFLEET PARISH COUNCIL

### MINUTES OF A MEETING OF SHALFLEET PARISH COUNCIL HELD AT NEWBRIDGE COMMUNITY CENTRE ON WEDNESDAY, 11<sup>TH</sup> JANUARY 2017 AT 10 AM

**Present:** Cllrs P Broadhead (Chair), H Hewston, S French, J McGuirk, P Myles  
Clerk: Mrs S Woods  
2 members of the public

#### **121/16-17 UP TO 30 MINUTES QUESTION TIME:**

A resident asked if the role of Parish representative for the PPG had been advertised; aware Mrs Shirley Stables had attended a meeting as the Parish representative yet she was not a patient at this practise. The Chairman responded that she had asked Cllrs at a meeting and Mrs Stables had said she was willing to take on this role.

Mrs Stables was present at the meeting and when the Chairman gave her permission to speak, confirmed the Chairman had asked if any member of the public at a meeting was willing to take on this role and as she works for the NHS and was willing, agreed to be the Parish representative and had been accepted on the PPG under those conditions.

Cllrs noted that in future perhaps good practise would be to advertise vacancies on the noticeboard.

**122/16-17 APOLOGIES FOR ABSENCE:** Cllr B Baxandall and County Cllr S Hutchinson

**123/16-17 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS:** Agreed to give as and when required.

**124/16-17 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS:** None received.

#### **125/16-17 TO CONFIRM AND APPROVE THE MINUTES OF THE MEETING HELD 7<sup>TH</sup> DECEMBER 2016:**

Cllr McGuirk proposed, that these Minutes be agreed, seconded Cllr Hewston - **resolved**.  
The above Minutes, having been agreed, were signed by the Chairman as a true record.

**126/16-17 WARD COUNCILLORS REPORT:** Cllr Hutchinson away and had said nothing further to report than what had been reported in the press.

#### **127/16-17 PLANNING:**

##### **a. Updates and Decisions:**

##### **Planning Permission given by IWC:**

**P/01140/16 Pigeon Coo Farm, Hamstead Drive, Hamstead** – Demolition of barn; proposed replacement barn to provide holiday accommodation.

**P/01130/16 West Wight Alpacas, land accessed off, Main Road, Wellow** – Proposed fan and extraction system to P/00463/16 – TCP/30601/V on approved kitchen (additional information relating to noise of proposed extraction system)(readvertised).

**P/01329/16 Stonefold, Hamstead Road, Cranmore** – Proposed single storey rear extension and first floor balcony.

**P/01479/16 Grange Cottage, Hamstead Drive, Hamstead** – Variation of condition 2 on P/00583/15 – TCP/21312/A to allow alterations to approved design for larger lookout on second floor.

**Planning Permission refused by IWC:**

**P/00833/16 Woodlands, Hamstead Road, Cranmore** – Demolition of two dwellings; replacement two dwellings; parking (revised scheme).

**IWALC – Planning Enforcement – responses:**

**P/00066/15 Barton’s Corner, Main Road, Shalfleet – the Worm Farm.**

Senior Compliance Officer had inspected the site and reported back – the spoil heap had been removed in its entirety and the concrete slab for the proposed barn has been reduced in size. The only matter which unfortunately remains outstanding is the relocation of the three storage containers from their current position onto the concrete slab. This has been delayed by the very wet land. She had photographic evidence that lorries have attempted accessing the land to undertake the relocation works but have become stuck in the mud themselves. Proposed to review at the end of February 2017 and will report back in early March.

**Shalfleet Garage Site – landscaping** – one of the conditions of previous application. Confirmed there is no active enforcement case for this matter. If the PC would like to complete the Planning Enforcement Complaints Record Sheet specifying the relevant planning permission and condition they believe to be in breach of planning control, the IWC will open a case and investigate.

**Resolved** Clerk complete sheet as suggested.

**Action: Clerk**

**Bridleway Way at Dodpits** – the Planning Department, Rights of Way Team and Legal Services continue to liaise with the land owner with a view for the Rights of Way to be installed as per the legal agreement. The LPA has determined that it will move to enforcement action on this matter.

**Planning Queries** – The Chairman and Clerk had recently been approached by people asking for advice on whether the PC would approve a planning proposal. Clerk had emailed one person confirming the fact the PC comment on application, once they have been submitted, within the consultation period. The Clerk asked Cllrs to decide if they wished this statement to be made in all future planning queries?

Discussion followed. **Resolved** the Clerk could give friendly, open, general advice on planning matters but for the applicant to attend a PC meeting if wished to discuss in more detail with the PC. PC should not be seen to discuss behind closed doors but to be open and public. Cllrs felt it depended on the size of the scheme, but generally they required the information needed in a planning application in order to give feedback.

The PC had been notified of two further applications and Clerk had asked Cllrs once they had looked at these to either comment or ask her to call a meeting.

**Action: Cllrs**

**To Agree comment on application (for each application 5 minutes are allowed for applicant/objector/supporter etc. to comment):**

**P/01599/16 – Pitts Farm, Main Road, Ningwood – Demolition of redundant storage barn; proposed residential dwelling:**

Discussion held on this application. Cllrs noted proposed development is outside the settlement boundary, need had been demonstrated, concerns raised, that if agreed, the unit must remain residential and not a business premises. Some Cllrs believed there was a past planning history for the site. Vote taken: 5 for, 1 against – **resolved** comment no objection but make request development be for residential use only, advise there is planning history and it is outside the development envelope.

## **128/16-17 CLERKS REPORT:**

**WW Sports & Community Centre** – Clerk had thanked representatives for attending the December meeting and requested a copy of the latest audited accounts. Now received.

**Pedestrian Crossing** – Clerk sent copy of Deeds and Land Registry documents to Island Roads, as requested – agenda item.

**Tree Work** – Clerk had contacted IWC for necessary permission for work to be undertaken as trees in a Conservation Area – should hear back by 24<sup>th</sup> January 2017. Clerk will then obtain three price indications with a view to work being undertaken before the bird nesting season.

**Charles Arnold Baker** – Clerk had ordered recent edition, as agreed at December meeting.

**Church Wall** – pleased to report that this had now been repaired.

**Ningwood/Hamstead Triangle** – After Clerk wrote to Island Roads/Southern Water for an update on progress to remove it and tidy the junction; Southern Water have been working on this area and lowered the hydrant ready for tarmacing to take place. Island Roads and Mr Dunkley also rang Clerk to confirm.

**Corf Road markings** – white lines have now been reinstated/repainted.

**Recycling Centre** – litter bin – request for larger bin – informed the PC now have the largest of this type – they will arrange more frequent emptying.

**Parking** – Clerk contacted IWC Car Parking Services – they are coming back with options.

**Abandoned Vehicles** – Island Roads arranged for one to be stickered and it was removed. When Clerk asked them to do another, they said they were of the opinion it should be dealt with by the PC, as their land. Communication back from DVLA said another form had to be filled in to find out owner. Clerk had emailed them for a copy as it was not on their website – they said they would send. Totland Clerk had sent through a notice which they have used to ask owners to remove vehicles and Cllrs agreed Shalfleet try this approach. Clerk will put notice on vehicle discussed and continue to work on this matter.

**Action: Cllrs**

**Station Road** – Clerk written to Island Roads to ask progress and for a copy of the plans which they agreed to let the PC have mid December.

**Bouldnor Viewpoint** – following a request from a local resident asked IWC if they could take the tops out of some of the trees in order to facilitate a view when sitting on the benches. (Island Roads had confirmed they are only responsible for the grass and tarmac here and told Clerk to contact IWC). Clerk informed no money in the budget to carry out work on these trees – other funding required?

Cllr Myles suggested volunteers could work to tidy the area, leave large oak tree but take out saplings and tidy scrub. Cllrs agreed and **resolved** Clerk ask IWC if they would agree to this and liaise with Cllr Myles to arrange work to be undertaken.

**Action: Clerk/PM**

Also asked IWC for an update on the Parking Order advertised in May to restrict parking between 8 am and 6 pm to 5 hours. Informed whilst the order not yet been finalised (16<sup>th</sup> December 2016) it will shortly be signed off, the final order will be advertised for 7 days and then the site signage will be changed.

**Computers** – arranged safe disposal. Will sell monitors and tables when time allows.

**Training** – Clerk confirmed she had contacted the organiser and training is to be arranged in the New Year (booked for Cllr French to attend Child Protection (at PC cost) and First Aid (at his own). Agreed to inform Cllr French of dates as soon as she hears.

**Office Chair** – Clerk obtained new chair which will support her lumber region, as agreed at the Finance Meeting – see Financial Reports.

**Data Protection Registration** – annual fee due for renewal - £35 – see accounts.

**The Gouldings** – Clerk had chased for information on its future. Also asked this be an Agenda item for the next WW Council meeting that she had pressed for on behalf of the Chairman. Meeting due to be held later in the month.

### **129/16-17 COUNCILLORS REPORTS:**

**Cllr Myles** – Confirmed the bin at Withyfields was working well. She commented on the amount of dog mess in the area but noted there was not much could be done on this. She reported the roadside hedge in Church Lane needed cutting back. Clerk to ask Island Roads if they would cut back but if PC responsibility to arrange this. **Action: Clerk**  
She was pleased Enforcement Action was being taken regarding the Worm Farm and noted it was being tidied in a large way.

**Cllr French** – Been away, noted Station Road was beginning to open up again and queried progress on Mr and Mrs Meaning's land. Cllrs agreed to ask Cllr Hutchinson at the next meeting.

**Cllr Hewston** – reported she had attended an IWALC meeting when Barton Corner enforcement was discussed. Noted the verge was not part of the planning application and this was under review by IWC.

Attended an IWC Budget meeting when it had been agreed to increase the Council Tax by a total of 5%.

Maintenance of Bridleways had been discussed at a LAF meeting she went to; if overhang belongs to a landowner's tree then they are responsible and best action is to contact IWC and they will deal with.

Noted The Gouldings and Adelaide safe for this year.

She said there had been a new Regeneration Manager and Assistant appointed to develop business on The Island. With regards to Capital Schemes in the past money for these had been ring fenced but it was hoped to remove this so money could be moved more freely. 2 – 5 year plan being drawn up. Asked Clerk to let her know the time of the Budget meeting.

**Cllr McGuirk** – he said the 30 mph zone for the crossing scheme was not known yet. Only one small sapling had to be removed out of the hedge in order to run a cable in at the school. He asked the Clerk to arrange for the 'Adams Brook' sign to be moved out on to the new fence.

**Action: Clerk**

Cllr McGuirk referred to the vehicle parking on the verge opposite Shalfleet Garage and fact they were churning up the grass. The Clerk informed the meeting she had discussed this with the Island Roads Steward who said he had submitted a plan to put boulders round the area which had been levelled.

It was noted that the Chairman, Vice Chairman and Clerk had previously visited Shalfleet Garage to discuss this problem.

After discussion **resolved** Clerk ask Island Roads to carry out this scheme and if they turn it down to obtain price for PC to carry out the work and put on a future Agenda. **Action: Clerk**

**Cllr Broadhead** – Reminded everyone of the charity Storeroom which collects unwanted furniture free of charge for people with nothing. They also take to refurbish. Informed the meeting that Alan Ingram in Station Road was taking orders for flowers.

### **130/16/17 RECYCLING CENTRE:**

- i) **To Ratify decision made at the December meeting that if required, a section of Parish Council land at the Recycling Centre can be used as part of a footway.**

Cllrs **resolved** to agree this decision made at the December meeting.

**ii) To Discuss car park layout and suggestions made by IWC Highways Engineer (information circulated to Cllrs) in connection with the Pedestrian Crossing.**

Cllr McGuirk said the pedestrian crossing meeting had been very helpful – everyone enthusiastic. Highway Engineers had kindly put together a plan for the Recycling Centre which could get more parking spaces in. Cllrs agreed to wait and see if Mr Meaning’s plans come to fruition, if not, it is something the PC could look at doing in the future.

Cllr McGuirk confirmed he had thanked the engineer involved in producing the plan.

It was noted the fence at the Recycling Centre needed repairing and tidying. Agreed Clerk look into and obtain prices for a future Agenda. **Action: Clerk**

**iii) To Discuss options available to the Parish Council in relation to parking control (if heard back from Mark Downer).**

Clerk had tried unsuccessfully to speak to Mark Downer, IWC. She had been in contact with the Totland PC Clerk who had sent through a ‘Polite Notice’ which she had used to ask vehicles to move. Cllrs **resolved** Clerk put one on the white van which has been abandoned in the Recycling Centre and continue to liaise with DVLA and IWC. **Action: Clerk**

**131/16-17 TO DECIDE WHETHER TO PROVIDE A DEFIBRILLATOR FOR THE PARISH AND A LOCATION FOR SAME:**

A request had been made by a parishioner who had attended an IW Ambulance Service First Aid Course and established cost to be £1,165 to include a 7 year warranty and training session for up to 12 people (details circulated to Cllrs).

Clerk had obtained other quotations – between £934 (no mention of training) and £1,994.

Discussion followed; based on location and need. **Resolved** decision be deferred until more information available, Mrs Stables to speak at PPG, Cllr Hewston to ask IWALC and agreed Clerk ask at SLCC and contact a First Responder to attend a PC meeting and also speak to Cllrs about defibrillators. Item to be a future Agenda item once all information received back.

**Action: Clerk/HH/SS**

**132/16-17 CORRESPONDENCE – details of correspondence received tabled.**

**i) IWALC email – Plans dropped to include IW in Hampshire Constabulary name:**

Cllr Hewston felt it was important for IW to be included in the name, acknowledged it would cost a lot to change the name but she wanted IW to be recognised. Other Cllrs said they would rather another ‘copper’ on the beat than a name change. Vote taken 4 in favour to leave as is, 1 against.

**ii) Buckingham Palace Garden Party – to agree whether to submit a nomination via IWALC.**

Noted the Lord Chamberlain had asked PC to comply with some notes, including fact guests should not have previously attended a Garden Party and invitations in recognition of past service as Chairman, appropriate outgoing members rather than newly elected should be invited.

**Resolved** due to outgoing Chairman and Cllr Baxandall, (who had been asked,) not wanting to attend, Cllr Hewston’s name be put forward, as serving Vice-Chairman. **Action:**

**Clerk**

**133/16-17 FINANCE:**

**i) To Agree to pay £501.42 annual insurance premium to Zurich Municipal.**

Clerk had recently done a full review with them on PC insurance needs.

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

ii) **To Agree SLCC Annual Membership fee of £139.00.**

**Resolved** this be paid.

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

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

| Chq No       | Payable to                 | For                              | £                |
|--------------|----------------------------|----------------------------------|------------------|
| SO           | Sally Woods                | December Salary                  | 830.00           |
| 1826         | Sally Woods                | Remainder Salary + Mileage       | 76.84            |
| 1827         | SLCC                       | Annual Membership Fee            | 139.00           |
| 1828         | Zurich Municipal           | Annual Insurance Premium         | 501.42           |
| DD           | HMRC                       | 3 months Tax & NI                | 244.56           |
| DD           | BT                         | Phone & Broadband - December     | 49.61            |
| 1829         | WBS                        | Chair & Stationery               | 174.26           |
| 1830         | Information Commissioner   | Data Protection Registration Fee | 35.00            |
| 1831         | Brighstone Landscaping Ltd | Open Space Grounds Maintenance   | 486.00           |
| <b>TOTAL</b> |                            |                                  | <b>£2,536.69</b> |

**134/16-17 TO AGREE THE PRECEPT FOR 2017/18 CONSIDERING RECOMMENDATIONS MADE BY THE FINANCE COMMITTEE:**

The Clerk went through the spreadsheet with Cllrs explaining the columns of projected spend, suggested budget put together by the Clerk and recommended budget agreed by the Finance Committee. Cllrs had been provided with figures and notes prior to the meeting explaining each budget heading.

Cllr McGuirk said the budget was mainly like for like as last year and had been efficiency driven. £5,000 had been put in the budget for a specific project – Station Road improvements, with £2,500 donation put in for WW Sports & Community Centre (and £250 for others) though the Finance Committee had agreed at the end of the year, dependent on whether other efficiencies were made this amount could be added to.

It was noted that there were 700 properties in Shalfleet paying Band D Council Tax which in 2015/16 the Parish element was £44.53, if the suggested increase of £2,500 were spread round these properties it would mean an increase of £3.57 p.a.

After further discussion the Chairman asked if Cllrs agreed:

1. The budget figures as recommended by the Finance Committee – **resolved.**
2. The Precept amount and how the increase be met – **resolved** amount be agreed with £2,500 coming from reserves and the same amount being added on to last year's figure. Making the precept **£39,820** – an increase of 7.5 %.

Next meeting would be held on **Wednesday 8<sup>th</sup> February 2017 at Wellow Institute at 7.15 pm.**

The meeting closed at 11.55 am

Signed.....