

## SHALFLEET PARISH COUNCIL

### MINUTES OF A MEETING OF SHALFLEET PARISH COUNCIL HELD AT NEWBRIDGE COMMUNITY CENTRE ON WEDNESDAY, 12<sup>th</sup> JUNE 2019 AT 7.15 PM

**Present:** Cllrs: S Cowley (Chair), G Head, H Hewston, S Stables, I Broad, A Burt  
Clerk: Mrs S Woods  
3 members of public

The Chairman welcomed everyone to the meeting.

#### **35/19-20 UP TO 30 MINUTES QUESTION TIME:**

It was noted that as per Standing Orders, each member of the public is entitled to speak once, up to a maximum of three minutes.

Mr. Dunkley said he wanted to refer to a letter he had sent to the Island MP – copy circulated to Cllrs and noted under Correspondence.

The Chairman declared an interest in Camp Wight and Lee Farm, it was proposed the Vice Chairman take this part of the meeting, and he left the building.

Cllr Head, as Chairman, confirmed with Mr Dunkley that Cllrs had read his letter addressed to the Island MP, in which he said the site had planning permission for accommodation, not for a commercial event and he would like the PC to take up the breaches of the planning conditions. The Clerk pointed out that the planning approval had been given after the event. It was noted Mr Dunkley had been in contact with the IWC Licensing and Environment Health departments, as well as the Police and bat protection.

The Chairman said this was not a PC matter; they did not pass planning applications, the IWC do, and also add the conditions. She felt if it happened again could be in a better position to object now planning conditions attached. She asked Mr Dunkley to let the PC have a copy of the MPs response to his letter.

Mr Dunkley referred to the bus stop near the site and the improvements which had been recommended by Island Roads. The Chairman said he would have to take this up with IWC.

Cllr Hewston referred to the fact that LAF were looking into bus stops and there were moves to have more meetings to address any issues around these.

Mr Dunkley spoke of the access and toilet facilities used at the Camp Wight site and discussion held on bridleways and footpaths.

Cllrs noted this had been a licensed party and discussion held on what constituted a 'rave'.

The Chairman said there was nothing more the PC could do.

Mrs Tyrell said Mr Dunkley was very upset and wanted the PC's support. It was noted the Clerk had spent some considerable time in the Parish Office with Mr Dunkley on this matter, as well as on the telephone and he had also spoken on the telephone to Cllrs Cowley and Head at length on this matter. The Chairman returned to the meeting.

**36/19-20 APOLOGIES FOR ABSENCE:** None, all present.

**37/19-20 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS:** Cllr Cowley had already given his (above) and it was agreed these be given as and when required.

**38/19-20 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS:** None received.

**39/19-20 TO CONFIRM AND APPROVE THE MINUTES OF THE MEETING HELD 8<sup>TH</sup> MAY 2019:** Cllr Stables proposed the Minutes be agreed, seconded Cllr Burt - **resolved**. The Minutes having been agreed, were signed by the Chairman as a true record.

**40/19-20 FINANCE:**

- i) To confirm payment for 4 x rubber buffers for play area gates, and delivery at cost of £46.80.**

The Clerk pointed out that the RoSPA annual safety inspections for the two play areas had nothing major or high risk reported. The rubber was required for a gate at Newbridge and the two goal posts at Bouldnor needed replacing since the inspection – rusted through. She had arranged for the worst one to be removed and disposed of.

**Resolved** payment be agreed.

- ii) To agree to pay for 2 x new goal posts for Bouldnor Field, including nets, anchors and delivery – details circulated to Cllrs.**

Clerk said she it had been difficult to obtain like for like prices – sheet giving prices from three companies circulated to Cllrs.

Some goal posts aluminium, some have it in them, some folding, some not. Broxap/Stadia Sports goal posts are aluminium price to include heavy duty steel ground hoops to fix and delivery £1,321.10 Plus they don't use Acclaim for delivery.

Cllr Stables proposed the PC agree the quotation from Broxap/Stadia Sports, seconded Cllr Broad – **resolved**. **Action: Clerk**

**Resolved** maintenance man install once delivered to his address.

- iii) To note and approve the internal audit report:**

Cllr Burt proposed PC note and approve this, seconded Cllr Stables – **resolved**.

- iv) To agree and sign off Accounts and Governance Statement for the accounts for Year ending 31<sup>st</sup> March 2019.**

Cllr Hewston proposed the PC agree and the Chairman sign these off, seconded Cllr Stables – **resolved**. The Chairman signed the Accounts and Governance Statement. **Action: Clerk**

- v) To Agree to purchase 25 Oxford English Dictionaries for Shalfleet CE Primary School leavers at a cost of £4.99 each = £124.75.**

Cllr Stables proposed the PC purchase these, seconded Cllr Broad – **resolved**. **Action: Clerk**

- vi) To consider request from Shalfleet Church to give a contribution towards burial ground grass cutting following this being removed from the PC Open Space Maintenance Contract – copy of accounts circulated to Cllrs.**

Cllr Hewston proposed the PC support Shalfleet Church and give £500, seconded Cllr Cowley – **resolved**. **Action: Clerk**

- vii) To approve list of payments (copies available for Cllrs and tabled at the meeting):**

Cllr Hewston proposed the accounts be agreed, seconded Cllr Broad – **resolved**.

| <b>Chq No.</b> | <b>Payable to</b>    | <b>For</b>                              | <b>£</b> |
|----------------|----------------------|---|----------|
| 2019           | M Warr               | Locum Clerk cover £322.50 + mileage     | 387.30   |
| 2020           | Mark-one-Maintenance | Tree planting + Play area inspt/repairs | 150.00   |
| 2021           | Sally Woods          | Remainder May Salary + mileage          | 163.54   |
| SO             | Sally Woods          | May Salary                              | 900.00   |
| DD             | BT                   | May Phone & Broadband                   | 75.01    |
| DD             | HMRC                 | End of year Tax and NI payments         | 347.55   |
| 2022           | Steelway Fensecure   | Playarea gate rubber buffers            | 46.80    |

Cont.

|      |   |                 |
|------|---|-----------------|
| 2023 | WW Town & Parish Councils Annual contribution     | 147.50          |
| 2024 | Playsafety Ltd Annual play area RoSPA inspections | 246.60          |
| 2025 | IWC Annual Rent Newbridge playing field           | 50.00           |
| 2026 | Island Copier Co Ltd Photocopier contract         | 138.71          |
| 2027 | B Townsend Internal Audit                         | 140.00          |
|      | <b>TOTAL</b>                                      | <b>2,793.01</b> |

#### **41/18-19 PLANNING:**

##### **a. Updates and decisions:**

**Oak Farm, Bartons Corner** – Senior Enforcement Officer email advised PC that the landowner had informed her that the caravan was removed.

**Land known as Jupiters Field** – Senior Enforcement Officer reported on 20<sup>th</sup> May 2019 that the caravan was removed from the land on Friday 17<sup>th</sup> May 2019. There are still building and non-agricultural materials on the lands which will be removed over the course of time.

**June Cottage, Main Road, Wellow:** Chairman agreed Clerk submit comment from PC upholding the comments made by the IWC Tree Officer which suggested the application not be resolved favourably until the necessary information is received and the impact is reduce to an acceptable level or the level of mitigation planting is suitable to compensate for any potential loss.

**Byways, Marine Drive:** PC objected to this application on the grounds the potential loss of trees and woodland within Bouldnor Copse, which is a SINCE, parts of which are also classified as ancient woodland with little chance of worthy replacement for several years. There will be an unacceptable adverse impact on the immediate woodlands in the area of the drive and the wider woodland as a whole. The proposals do not conform with local policy SP5 and DM12 of the Island Plan.

It was agreed that due to the fact the PC have been notified 6 planning applications, which will be on the IWC website from Friday (21 days to comment) to hold a Planning meeting on Monday 1st July 2019 at Newbridge Community Centre at 7.15 pm. Clerk to arrange. Shalfleet Community Plan – it was also agreed that if the Planning meeting does not take more than an hour the Parish Councillors review this document afterwards.

#### **IWC Approved Planning permission for:**

**P/00298/19 Little Spinney, Main Road, Shalfleet** – Proposed agricultural barn.

**P/01196/18 Dane Lodge, Main Road, Newbridge** – Proposed new dwelling (revised scheme).

**P/01387/18 Camp Wight, Ningwood Hill, Cranmore** – Proposed change of use of land to tourism/education to include siting of seven glamping pods, campsite, outdoor classroom, showers, toilets, temporary wardens accommodation and alterations to vehicular access (revised plans)(readvertised application).

#### **Planning Application withdrawn:**

**P/00221/19 Land to south of Cliff Cottage, Seaview Road, Cranmore** – Proposed two units of holiday accommodation.

#### **IWC Refused Permission**

**P/00272/19 Wellow Baptist Church, Main Road, Wellow** – Outline application for conversion of existing building into two residential units and formation of one additional residential unit. Copy of planning decision given to Cllr Broad and he will put a note in Village News on this.

- b. **To Agree comments on application (for each application 5 minutes are allowed for applicant/objector etc. to comment:** No plans.

#### **42/19-20 CLERKS REPORT:**

**Chairman's Board** – now completed and Clerk had sheet printed out on card to go in it. Will be installed tomorrow – Clerk had contacted building Trustees on this and they had agreed.

#### **Island Roads:**

**Wooden Railings, Clay Lane, Newbridge** – IWC Highways had responded to say they are sending an engineer out to investigate and will report back. Discussion held on this – Cllrs were concerned of the safety aspect and asked Clerk to contact Cllr Hutchinson to ask for his help in this matter.

**Action: Clerk**

**Hamstead Drive Visibility** – Emailed Island Roads Safety Engineer asking if he had had chance to measure width of road to see if it would preclude the installation of double white lines or not on 2<sup>nd</sup> May 2019, no reply received at time of writing report.

**Main Road, Ningwood** – resident who reported unsafe egress at Hamstead Drive contacted Clerk about how dangerous it is to cross the main road – Cllrs agreed they were not sure what could be done.

**West Wight School Placings Consultation** – PC comment submitted before the meeting, as the deadline date for comments was 11 June 2019. Agreed by and circulated to Cllrs. Agenda item.

**Roll of Honour Booklet** – copies have been circulated to Shalfleet Stores, Church and New Inn – nearly all gone. Chairman proposed, and it was resolved, that Clerk print out 20 copies at a time, as demand dictated.

**Action: Clerk**

**Internal Audit** – carried out last week by Barry Townsend. Queries with external auditor around brought forward figures were resolved. Agenda item.

**Fleetway** – email from IWC informing PC that Southern Water intend to carry out some walk-over surveys regarding their proposal to install a new sewer. Part of which affect the Green that the PC maintain. In Correspondence for information.

**Safety Inspection Reports** – RoSPA inspections were carried out at Bouldnor and Newbridge on 10<sup>th</sup> May 2019. Reports circulated to Cllrs. Pleased to report nothing major or high risk needs to be undertaken.

Invoice for the inspections is in accounts and also covers payment for the inspection at Wellow Millennium Green for £68.50, for which they have been invoiced/now received payment for.

New rubber buffer needed for gate at Newbridge, so ordered 4 – see accounts/agenda.

Goal at Bouldnor reported needed Clerk to look at following safety inspection by maintenance man whilst she was on leave. Clerk visited site on 22<sup>nd</sup> May 2019 and found the goal post corner completely rusted out (had previously been filled and painted) and beyond repair. Asked maintenance man to remove on his return from leave, which he did on 28<sup>th</sup> May 2019. Have put provision of new goal posts and nets for Bouldnor Field on June Agenda.

Also asked maintenance man to paint picnic benches when time allows (may need to order some more paint), as per report.

Rotator at Newbridge had been greased but may need new bearings (as the one at Bouldnor needed) if it has turning problems again.

**Broken Glass** – Following report of broken glass at Bouldnor Play area Clerk went on site same day. Larger pieces had already been removed. Clerk cleared rest of shards.

**Party** – report from Ningwood resident of a gathering at Camp Wight from 7.30 – midnight. Apparently a Licence had been obtained for this. Resident wanted PC to be aware – he had contacted Police, Licensing Department and Environmental Health about this, as well as starting a petition and writing to MP. Clerk had advised him this was not a PC matter but after speaking to Vice-Chair, agreed letter be noted under Correspondence – agenda item.

**Bouldnor Meadows** – Clerk had asked progress on SSE easement. Been in hands of their solicitor and PC should receive any day. Clerk feels PC need to engage a solicitor to look through this – Clerk had contacted Robinson, Jarvis and Rolf who confirmed that had one PC could use for this purpose. Future agenda item.

**Vectis Housing** wants to put on an event to promote housing for local people, in first two weeks of July. Some properties should be ready by September 2019.

Cllrs agreed time should be 4.30 – 6.30 pm to enable those who work during the day the chance to attend. Clerk had obtained availability for Newbridge Community Centre, Shalfleet Village Hall and CHOYD and suggestion of a marquee on Bouldnor Field also muted.

Cllrs **resolved** event be held at CHOYD and Clerk to arrange on either Monday, Tuesday or Friday to suit Vectis Housing. (Tuesday 9<sup>th</sup> July 2019 4.30 – 6.30 pm finally confirmed and arranged).

**Resolved** PC pay for the hiring fee for CHOYD (£12 per hour). **Action: Clerk**

**Wellow Air Warden Shelter** – agreed if do not hear from Island Roads, Clerk will set up a site meeting. **Action: Clerk**

**West Wight Sports & Community Centre** – Clerk had asked if they wish to request a donation from the PC, to send a copy of their latest accounts. Manager spoke to Clerk and said they would like a donation and she would be in touch.

**Armed Forces Flag Raising Ceremony** – Clerk had confirmed that Cllrs Head, Hewston and Stables would be attending on Monday 24<sup>th</sup> June 2019 at 11 am at St Thomas Square, Newport.

**Speeding in Spring Hill** – resident called to the Parish Office and mentioned this whilst there. Cllrs asked Clerk to inform PCSO and ask if speed checks could be done. **Action: Clerk**

**Shalfleet Community Plan** – it was agreed that if the Planning meeting on 1<sup>st</sup> July did not take more than an hour this would be reviewed by Cllrs afterwards, if not, another meeting would be arranged. **Action: Cllrs/Clerk**

**Proof of being Shalfleet Parish Council Representative** – after discussion with Cllr Hewston, who was attending an event on behalf of the PC, Clerk felt it would seem useful to have some sort of ID made up for these occasions. Discussion followed on the type of ID that could be sought - Cllrs agreed for the Clerk to look into something suitable/prices when time allows? **Action: Clerk**

**Ningwood Green Seat** – pleased to report this is now in situ and Clerk arranged for it to be included in PC insurance (as PC previously agreed) and will be put on seat list for future maintenance. Steve French would like an inauguration ceremony for when the husband of whom seat is in memory of available – suggested Wednesday 10<sup>th</sup> July at 1.15 p m tbc. **Action: Clerk**

**West Wight Man in Sheds** – previously requested a donation and Clerk asked for copy of their accounts. They came back to say they would like to attend a PC meeting to speak to Cllrs. July meeting confirmed.

#### **43/19-20 COUNCILLORS REPORTS:**

**Cllr Stables** – gave an informative account of her attendance at the Shalfleet Village Hall committee meeting, as the new PC representative. She had been concerned over the fact a volunteer was using her own laptop for typing up the Minutes (referred the committee to the GDPR) and did not agree to disclosing her own personal information to go on this. She had asked for a copy of the Constitution. The Chairman thanked Cllr Stables for attending the meeting and asked her to persist in going, which she agreed to.

**Cllr Broad** – Reported that the New Inn Public House had re-opened. They were looking into the parking problems but aware nothing the PC can do about this.

**Cllr Hewston** – very full report given of the seven meetings and events she had attended – copy on file.

**Cllr Head** – Attended Wellow and Thorley Coffee mornings which were both well attended. She had also attended the presentation event regarding the gifting of Shalfleet School play equipment, which she said was very good. Also went to the centenary event of Ningwood WI at which the cake was very good.

**Cllr Cowley** – Spoken to the new landlord of the New Inn and informed he is in discussions with the lady at the Manor over parking.

Marine Conservation zone – very pleased this had come in.

Spoken to BBC Radio Solent regarding the housing issue on The Island and fact want local housing for local people. He also commented that he did not think IWC should be borrowing money for mainland investment and fact they need to start a Housing Authority on The Island.

He is on the email list for the newly formed West Wight Villages Residents Association.

#### **44/19-20 TO CONFIRM THE COMMENT SUBMITTED BY SHALFLEET PC ON THE WEST WIGHT SCHOOL PLACINGS CONSULTATION:**

Noted the deadline had been the 11<sup>th</sup> June 2019, so a comment had to be in prior to tonight's meeting, which had been circulated and agreed by Cllrs prior to submission.

The Chairman referred to pupil numbers and entry numbers, discussion followed. He said Yarmouth Town Council had a very constructive meeting and Yarmouth School had also held a meeting. A 1,882 signed petition had been handed to IWC to keep Yarmouth School in Yarmouth, 1,000 leaflets had been circulated. It was believed it would take two weeks for IWC to make a decision on this – going to Cabinet. Mention had been made of a Federation between Freshwater and Brighstone.

#### **45/19-20 TO CONSIDER THE CELEBRATING AGE FESTIVAL IN OCTOBER 2019:**

Cllr Hewston suggested PC put on event along the lines of afternoon tea or coffee morning – venue to be confirmed, with singing and games. PC agreed in principle for event to take place. Suggestion made that the PC could look into Community Fund for financial support. **Action: Cllr Hewston**

#### **46/19-20 TO DECIDE WHETHER TO ASK THE CHURCH IF PC CAN SHARE THEIR FLAGPOLE AND PROVIDE FLAGS TO BE FLOWN I.E. RED ENSIGN FOR THE MERCHANT NAVY:**

Paperwork given to Mr John Whitney, member of the PCC, who had confirmed they will be meeting next week and will discuss this. He does not think there will be a problem if the PC wishes to purchase a flag to be flown on their flagpole.

Clerk had obtained some costs – need to establish size and type – Mr Whitney came to the office this morning – said 6’ or 7’ x 3’ best size. Material would also need to be considered. **Resolved** PC purchase a Red Ensign for Shalfleet Church to keep and fly for events such as Merchant Navy Day and this go on next month’s agenda. Clerk obtain prices. **Action: Clerk**

**47/19-20 CORRESPONDENCE** – items tabled for Cllrs.

- i) **To note copy of letter from Mr Arthur Dunkley sent to Island MP concerning an event held at Camp Wight, Ningwood – copies circulated to Cllrs:**

This letter was noted.

**Also added to the file:**

Letter from Local Government Boundary Commission confirming final recommendations of electoral review.

Letter from IWC asking for view on Council Tax Reduction Scheme – Cllr Hewston said she felt the PC should comment on this at the next meeting and IWALC would keep the PC informed.

Invitation to Southern Water event on 17<sup>th</sup> June 2019.

**48/19-20 TO REVIEW SHALFLEET PARISH COUNCIL’S MANAGEMENT OF TRANSFERABLE DATA POLICY;**

**Resolved** the policy be agreed and adopted for the coming year.

**Next meeting will be held on Wednesday, 10<sup>th</sup> JULY 2019 at Shalfleet School at 7.15 pm.**

The meeting closed at 8.56 pm

Signed ..... Date .....