

SHALFLEET PARISH COUNCIL

MINUTES OF A MEETING OF SHALFLEET PARISH COUNCIL HELD AT NEWBRIDGE COMMUNITY CENTRE ON WEDNESDAY, 15TH JANUARY 2020 AT 7.15 PM

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

The Chairman welcomed everyone to the meeting and wished them a Happy New Year.

126/19-20 WARD COUNCILLORS REPORT:

Cllr Hutchinson had sent his apologies – this meeting clashed with a full IWC meeting.

127/19-20 UP TO 30 MINUTES QUESTION TIME:

Mr Dunkley reported that the road traffic signage in Ningwood Hill was incorrect – he had previously written to Bill Murphy at the IWC on this matter. He referred to speed tables and line markings, which he believed did not meet legislation. He asked the PC write to the Police, Island Roads and IWC. Mr Dunkley was asked to let the Clerk have a copy of his letter to Bill Murphy to refer to and to work out a question to send them. **Action: AD/Clerk**

The Chairman proposed as two residents that had attended were interested in the IWC Housing Needs Survey that this item be moved up the agenda – **resolved**.

Mrs Cowley thanked everyone for supporting the Carols on Christmas Eve at Wellow Institute – the community had been in good voice.

Mrs Cowley spoke of the celebrations for VE Day. Cllr Broad was producing a WW2 booklet in time to mark the occasion.

Wellow Millennium Green Trust invite the Parish to an event on 8th May 2020. The beacon will be lit to mark VE Day. The money raised from the Carols and Apple Day will primarily be spent on the upkeep of the Green.

She said they are happy to host a family friendly event with BBQ, simple games. It was felt live music was important and a band they had obtained a quote for would charge £450 for 2 hours. She asked if the PC would consider paying for the live music.

Cllrs noted that discussing the budget for next year was on the agenda and agreed to discuss then.

Mrs Cowley asked if anyone had a marquee – Cllr Stables said she had one and if someone wanted to come and collect from her loft, they were welcome to use free of charge.

Agreed ‘save the date’ – 8th May 2020 is put in Village News.

128/19-20 APOLOGIES FOR ABSENCE: Cllr A Burt.

129/19-20 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS:

Cllr Hewston declared a personal interest in two planning applications – 19/01482/FUL and 19/01591/RVC.

Cllr Head declared a personal interest in planning application 19/01482/FUL.

130/19-20 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS: Cllrs living within the Parish boundary signed a dispensation in order to discuss the budgets and precept.

19/01482/FUL Pebbles, Wellow Top Road, Shalfleet: Proposed outbuilding to provide art room; room; proposed annex.

Applicant attended meeting and brought a cardboard model of proposals for Cllrs to see. She confirmed the existing caravan was going and the proposed black coloured buildings should settle into the lovely garden.

The Parish Councillors had no objection to this application.

136/19-20 TO DISCUSS ISLAND HOUSING NEEDS AND AGREE POSSIBLE COMMENT, FOLLOWING LETTER RECEIVED FROM IWC DIRECTOR OF REGENERATION:

Cllrs noted the fact the IWC are in the process of carrying out a Housing Need Survey – hard copies of the survey and poster made available at the meeting.

PC had previously agreed to not carry out another housing needs survey – this one does seem to be aimed at highlighting each Town and Parish areas.

Cllr Hewston confirmed the IWC Regeneration Director was also working on the Housing Needs Survey

It was noted West Wight Villages Residents' Association were holding a meeting on 1st February 2020 at 11 am to which the Island MP was guest speaker.

Cllrs agreed that Village News was a way to get the word out about the survey and to put a link to it in the next report and on the PC website.

Query raised as to whether more than one person could complete the survey from the same IP address. Noted you do not have to put the full postcode in, just the first 4 digits.

3 Residents thanked the PC for discussing this earlier in the agenda and left the meeting.

131/19-20 TO CONFIRM AND APPROVE THE MINUTES OF THE MEETING HELD 4TH DECEMBER 2019:

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

132/19-20 FINANCE:

i) To decide whether to give a donation to West Wight Timebank:

It was noted PC gave £50 in 2018. It was noted there was £560 left in donation budget.

Cllr Stables declared a non-pecuniary interest. Cllr Cowley proposed £50 be given, seconded Cllr Hewston who commented the Island runs on volunteers and but need a co-ordinator and proposed PC support. Vote taken – 3 For, 2 abstained, by majority agreed PC give a £50 donation. **Action: Clerk**

ii) To Agree to pay SLCC 2020 annual membership fee for the Clerk at a cost of £161:

Resolved PC pay this annual membership fee.

Action: Clerk

iii) To Agree to pay second half of Lease/Licence payment of £1,257.25 to Newbridge Community Association following meeting held between Chairman and Clerk of PC and Trustees:

Copy of notes of meeting and subsequent letter had been circulated to Cllrs.

Letter mentioned concerns that were raised regarding what would happen in the event of a fire. Fire alarm was installed at the time of refurbishing. Trustees are considering a rope ladder be attached below the velux window to ease access to the flat roof on leaving the office

Discussion followed, Cllrs agreed they were collectively responsible, and have a duty of care, for the Clerk. Some Cllrs were unhappy with the suggestion of a rope ladder and it was agreed PC have an independent risk assessment undertaken on the Parish Office and write back to the Trustees informing them of this.

Cllrs queried that if the result came back negative they may need to look at another building.

Cllr Head proposed the second half of the Lease/Licence be paid, seconded Cllr Hewston – vote taken 3 For, 2 abstained. Majority agreed this be paid. **Action: Clerk**

iv) To Agree to pay £40 annual Data Protection Fee renewal:

Cllr Broad proposed this be paid, seconded Cllr Head – **resolved.**

v) To decide whether to go ahead with installing play equipment at Bouldnor Field and if so agree type:

Clerk had obtained numerous quotations and catalogues, some specifically for Adult Gym equipment and Trim Trials, some of which she had emailed to Cllrs. Cllrs Hewston and Stables had gone through these and the catalogues.

Discussion followed with Cllr Cowley suggesting equipment is purchased for Fleetway once ownership issues have been looked into.

Cllr Stables proposed the PC purchase 6 pieces of adult gym equipment (including some for wheelchair users) from Broxap – price quoted at £3,421 for equipment and £1,462 for installation and delivery cost would need checking. It was felt that a safety surface would need putting down.

Equipment to be purchased from £7,000 easement money received for Bouldnor Field.

In comparison Proludic catalogue quoted £10,000 for similar equipment and Caloo approximately £4,000 for 4 units without delivery, installation or VAT. Sovereign – each piece of equipment between £1,000- 2,000.

Cllr Head gave thanks to Cllrs Hewston and Stables for their work on this.

Location for the equipment would need agreeing, but somewhere near the children's play area. Cllr Cowley proposed PC go ahead and purchase and install this equipment, with safety surfacing – vote taken 4 for, Cllr Broad voted against and queried accessibility. It was felt mainly those in walking distance would use this equipment although there is parking at Bouldnor Viewpoint.

Action: Clerk

It was noted that s137 expenditure which enables a local council to incur expenditure which is 'in the interest of and will directly benefit its area or any part of it and some or all of its inhabitants' would be used to purchase this equipment. Amount for 2019-20 £8.12 per number of population of Parish which in 201 census was 1,546 = £12,553.

vi) To Discuss First Aid Training; who to train and how to obtain: Cllr Hewston to speak:

Cllr Hewston said it was never easy to find a First Aider for events and it is needed for insurance and risk assessments. Community Action IW are undertaking an Emergency First Aid training course and she proposed PC look at a long term policy to either send delegated persons on to a First Aid Course or hold one themselves. Cllrs resolved to put £250 in the budget for this. **Action: Clerk**

vii) To Agree Budgets and Precept for 2020-21:

The Clerk had circulated various accounting sheets, budget notes - giving details of costs that she was aware of for the forthcoming year, amount spent to December 2019, variances, projected spend and suggested budgets for next year. £250 was added for training, as agreed above, and the project fund to have £7,000 added for the play equipment, using the money from the easement.

Cllrs **resolved a budget for 2020/21 of £54,420 and that they not increase the precept from last year (no change for the fourth year) and it remain at £39,820.** Notice of this go to in Village News and Clerk to inform IWC when requested. **Action: IB/Clerk**

viii) 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.**

Chq No.	Paid to	Amount
Totland Parish Council	Replacement Defib pads	32.00
Brighstone Landscaping Ltd	Newbridge planters	156.00
Sally Woods	Remainder December Salary	127.16
Sally Woods	December Salary	900.00
Crystal Solutions	PAT testing + door entry	63.00
Island Copier Co Ltd	Copier Contract	120.05
BT	Phone & Broadband	69.59
SLCC	Ann Membership Fee 2020	161.00
Newbridge Com Assoc	Second half Lease payment	1257.25
IW Armed Forces Day	Donation	50.00
Information Commissioner	Data Protection fee	40.00
Brighstone Landscaping Ltd	Open Space Maintenance contract	840.00
Newbridge Com Assoc	January PC meeting hall hire	30.00
	TOTAL	3846.05

133/19-20 PLANNING:

a. Updates and decisions:

19/01281/LBC Brookside Cottage, Main Road, Shalfleet: Listed Building Consent for installation of a wood burner and external flue.

Appeal: Land Rear of Fernlea, Ningwood Hill, Shalfleet: Appeal against the latest planning refusal by IWC has been submitted to The Planning Inspectorate.

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

19/01504/HOU Sunnicot, Cranmore Avenue, Shalfleet: Proposed detached garage and rear conservatory.

The PC noted ANOB comment on upward light but noted the roof was tiled.
The Parish Councillors had no objection to this application.

19/01591/RVC Northlands, Main Road, Newbridge: Variation of condition 2 on P/01302/18 to allow space to be used as additional living accommodation.

Cllr Hewston declared a non pecuniary interest in this application, as she lives opposite.
The Cllrs noted that the application was retrospective as the work had already been done. PC object to it as they consider it to be overdevelopment.

19/01530/FUL Lucketts Farm, Bouldnor Road, Shalfleet: Relocation and retention of mobile home.

The Parish Councillors had no objection to the application but ask that Planners look into the discharge consents for the foul sewage.

19/01564/HOU 21 Port La Salle, Shalfleet: Proposed dormer window on south and west elevation; new deck area on rear.

The Parish Councillors had no objection to this planning application.

19/00873/HOU Caernarvon Lodge, Port La Salle, Shalfleet: Application to join two existing roof spaces together to create flat roof area and second floor living space (two bedrooms), associated dormer windows and rooflights. Proposed PV Solar Panels to flat roof area.

The Parish Councillors had no objection to this planning application.

Notice of a further application has just been received: 19/01647/FUL 8 Waters Edge, Shalfleet; Demolition of dwelling; proposed detached dwelling. Clerk requested to ask Case Officer for an extension for the PC to submit comments, after the February meeting. **Action: Clerk**

134/19-20 CLERKS REPORT:

Hoarding in Shalfleet Layby – very pleased to report that this was removed in the first week in December 2019. Thanks given to IWC Network Manager for his efforts to bring this about.

Village News circulation – Clerk contacted Editor regarding resident's comments on lack of delivery in Cranmore at the last meeting – reply received. Editor thinks it strange as she has a lady who delivers about 160 in Bouldnor and has been doing Cranmore/Main Road (approximately 60) for the last three or four months at least and has also dropped in leaflets asking for help. The top of Cranmore, to the caravan park is also covered by two other ladies (38 copies) and she uses the green bin by the noticeboard to leave the bundles in. Shalfleet usually have a couple of copies spare which go to the shop. One person who deliveries, told not to deliver on the Main road if she thinks it is too dangerous. Cllr Stables said the PC had done what they could on this matter.

Bouldnor Field:

Electricity cable installed and connected to the sub-station on 10th December 2019. Complaint received over state of the access into the field – Clerk visited site 17th December and spoke to Site Manager – they said they would put in a 1m pathway, at their expense, to make accessing the field easier, this has been done. Clerk showed a photograph of this at the meeting.

Hedge planting undertaken by Brighstone Landscaping Ltd once electricity works were completed, before Christmas – will also include some Hazel as this is multi stemmed, which should help with the windy conditions. The particularly wet area will be done in the New Year, when it has hopefully dried out a bit. Clerk showed a photograph at the meeting.

Cherry Tree - replacement tree for Newbridge arrived and maintenance man planted. Thanks to John Whitney for agreeing to be used again as a delivery address.

New recycled plastic seat – Chairman agreed it can be delivered to his property. Chairman not now ordering one, so Clerk will order and arrange once field dried out a little.

Fleetway Green – written to IWC expressing interest in having discussion on management and ownership. Also made initial contact with Officer dealing with this.

Google Maps – email sent to Cllr Hutchinson, Police, IWC and forwarded to Island Roads asking for urgent action to be taken to stop fake road closures being made.

Island Roads said they had contacted Google. PC Company has been investigating and hopes it may stop. Mr Cowley updated.

It was noted that PC Tim Company had contacted Google, and Clerk did today. Mrs Cowley sent copy of email that she had sent to PC Tim Company, pointing out there is a new Cllr who worked for the Met in digital forensics – suggested Police contact him. Clerk not sure what else can PC do.

Defib Pad – new one collected from Totland Clerk, who kindly obtained for us and invoiced – see accounts. Cllr Stables kindly fitted.

Intercom and PAT testing – electrician came 12th December 2019 and PAT tested all electrical items – also took wires down from wall in Pool Room. He looked at the intercom and adjusted it as much as it would go – best he can do for the type it is. Also suggested photocopier be moved opposite Clerk's desk so she can stand nearer to the intercom to speak into it. Network socket would need renewal for this.

Electrician also suggested PC obtain an oil filled radiator and have it on a timer for the Parish Office as the present convector heater not the best method to use. Cllrs **resolved** Clerk purchase these.

Action: Clerk

Newbridge Community Centre – good meeting held with 3 Trustees, Chairman and Clerk on 11th December 2019. Report on the meeting circulated to Trustees and Cllrs. Clerk asked maintenance man for quotation to decorate the Parish Office and area in Pool Room. Agenda item.

Hamstead Drive – spoke with resident who had previously reported concerns over vehicles accessing on to the main road (he had changed his number – reason why she could not contact him before). Updated him and said if anything further heard she would let him know.

Church Lane – blocked drains reported to Island Roads.

Speedwatch – Cllr Hastings sent through the email address of the person undertaking the training. Newport Community Council is going ahead with a speed gun type of equipment. Clerk has asked Shalfleet's three volunteers to contact trainer and let her have their contact details.

Newbridge Play area – Island Roads have fitted a new litter bin with anti bird strips.

Buckingham Palace Garden Party – request for nominations received – noted this has to be an outgoing Chairman – both Cllrs Hewston and Cowley have attended and one can only do so once.

IWALC Infrastructure Workshop – to be held on Friday 24th January 2020 at The Riverside Centre, Newport – more details to follow. Cllrs discussed what questions they would like asked. They agreed:

1. Ask Island Roads for an update on the Safety Network Register as PCs previously asked to prioritise works based on safety issues and then have no clue as to what works are being prioritised.
2. Concern over fact flooded roads are marked by signage but feel lack of action taken to find a solution to prevent the problem happening again.
3. Cllrs also asked if an update could be given on any action to be taken to the junction at Forest Road where the fatality occurred. **Action: Clerk**

Reference for Brighstone Landscaping Ltd – PC had a request to give one, which Clerk gave.

Newbridge Christmas Tree – after much time (including that of Cllr Stables) spent on this, the tree and lights were put up. Due to the problems involved, Chairman agreed Clerk could arrange for electrician used for PAT testing, to take down and do next year. Arranged for tree to be collected by Yarmouth Explorer Scouts, for small donation, taken from petty cash.

Boundary Map – still working on – been recommended join Parish On-line – John Whitney has kindly said he would help Clerk put together information to go on map on who owns what land. Cllrs agreed evidence of ownership would be required to confirm this.

IWC Housing Needs Survey 2020 – received posters and hard copies of survey if anyone would like to take one to complete – tabled and in Correspondence folder.

Withyfields – Report of work being carried out to cherry tree on grass verge known to be in ownership of IWC. Contractor did not know it was a Conservation Area, when approached by resident and said they were working on behalf of Southern Housing. Contractor stopped work and resident and Clerk have reported to IWC Tree Officer.

Footbridge and fence – Cllr Broad had previously met with IWC workers who did a temporary job stabilising the fence – resident reported they have not come back and the fence is still leaning into the stream – this is a PC fence and needs urgent work as it is dangerous – resident informed Clerk that a mother had previously had to pull her daughter out by her feet when fell in.

Resolved Clerk arrange for a new fence to be installed asap. **Action: Clerk**

Scribe – had an on-line demonstration given of this accounts package. It does have benefits – costs £350 p.a. for Shalfleet's precept amount, plus would be £200 for them to set it up. Will have a think but believe the EXCEL system PC use is sufficient for needs.

West Wight School Places decision - All Saints School to close, Yarmouth School to close and a new school to be built on All Saints site, subject to obtaining necessary funding. Paperwork received on this – in Correspondence folder.

Burt Close – Clerk had queried sign saying 'Shalfleet Meadows' with Project Manager. This is the name they are using for marketing purposes; Burt Close remains the postal address.

West Wight Council meeting – being held 23rd January 2020. Clerk reported she had asked for lack of response on the Island Roads Highway Safety and Improvement Register to be discussed, as well as take up on the future provision of Neighbourhood Services.

135/19-20 COUNCILLORS REPORTS:

Cllr Hewston – Reported the PC perspex front of the information board in Newbridge bus shelter front had been scratched. The waste bin inside the bus shelter had been removed and people were leaving food waste in there, rather than use the litter bin outside. Clerk asked to request another bin for the bus shelter. **Action: Clerk**

Attended Public Health Strategy meeting on 13th January 2020 – there is to be a public event on 9th February.

15th January attended CPRE meeting. Housing strategy discussed. Dark Skies submission required re-doing due to language problems. AONB Dark Skies ‘Park’ - whole Island does not fit due to policies. Attending IWALC Infrastructure work shop on 24th January 2020.

Cllr Stables – Changed the Defib pad – old one was out of date and Clerk will make a note of next renewal date.

Cllr Broad – He had arranged for details on Scams to be sent directly to the Village News editor. The deadline for Village News is tomorrow but he will do his best to write an article. The Chairman confirmed he had reserved a page with the editor and as long as she receives the article by Tuesday that would be fine.

Cllr Cowley – Attended IWC Cabinet meeting. With regards to WW School Places – still considering legal action despite many protestations, proper process may not have been adhered to. He said he was meeting with Rights of Way regarding the proposed Yarmouth to Newport Cycleway, which Graham Biss was working on.

137/19-20 CORRESPONDENCE – items tabled for Cllrs.

138/19-20 TO REVIEW SHALFLEET PARISH COUNCIL’S VEXATIOUS POLICY:

Copies circulated to Cllrs.

Cllrs **resolved** this Policy review be agreed.

Next meeting will be held on Wednesday 12th February 2020 at 7.15 pm.

The meeting closed at 9.15pm

Signed Date