

SHALFLEET PARISH COUNCIL

MINUTES OF THE MEETING OF SHALFLEET PARISH COUNCIL HELD AT SHALFLEET C OF E PRIMARY SCHOOL ON WEDNESDAY, 10TH NOVEMBER 2021 AT 7.15 PM

Present: Cllrs: S Cowley (Chair), H Hewston, S Stables, I Broad, P Broadhead, T Cowley
4 members of public
Clerk: Sally Woods

111/21-22 CHAIRMAN'S WELCOME:

Cllr Cowley welcomed everyone to the meeting. He reported that sadly Ian Broad had resigned from the Parish Council.

112/21-22 WARD COUNCILLORS REPORTS:

Cllr Steve Hastings written report noted. He made mention of the IW Road Races, which was an agenda item of this meeting.

Cllr Peter Spinks written report noted. He mentioned he was liaising with the Director for Children Services to see if WW children (for whom there is no provision at the moment) could tap into the Holiday Activity and Food Grant.

Continues to chase the Forestry Commission over lack of action regarding tree felling at Silver Glades at Cranmore, as well as IWC over lights still being left on at Tapnell Farm.

Has submitted a letter of support for the planning application for Land between Sun Meadow and Stone Close, Station Road, Shalfleet.

113/21-22 APOLOGIES FOR ABSENCE: IWC Cllrs Steve Hastings and Peter Spink, I Broad (resigned).

114/21-22 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS:

Cllr Steve Cowley declared a personal and pecuniary interest in 'all things Lee Farm' and Yarmouth TC. Also Wight Nature Fund, for whom he is now a Trustee.

Cllr Thomas Cowley declared an interest in 'Camp Wight', Ningwood Hill and mentioned he is now a Trustee of Mill Copse, though noted this was not in Shalfleet.

Cllr T Cowley confirmed he had emailed the IWC Monitor Officer regarding discussion to be held under agenda item 121/21-22 and read his reply. This stated that Cllrs are entitled to discuss and take part in strategic policy matters unless their (wider) personal interests are directly affected. As land belonging to himself and his father is not directly affected, then not in no better or worse position than any other person.

Cllr Stables declared a non-pecuniary interest in item 118/21-22 iii) as neighbour runs West Wight Timebank.

115/21-22 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS: None given

116/21-22 TO CONFIRM AND APPROVE THE MINUTES OF THE MEETING HELD 13TH OCTOBER 2021:

Cllr Broadhead proposed the Minutes of the 13th October 2021 meeting be agreed, seconded Cllr Stables – **resolved**.

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

117/21-22 30 MINUTE QUESTION TIME (3 minutes per member of public):

Mrs Jill Cowley gave some background on the purpose of the Jubilee booklet, an update on progress and showed Cllrs some of the articles written to date. 70 lively, fascinating facts about Shalfleet, including countryside, dark skies, trees, hedgerows and history. She hoped this would be a real legacy for the Parish. Printers had been contacted for quotes to produce the booklet. She had also submitted two funding applications to NFU and Daisy Rich Trust.

Email received from Ian Broad, giving details of the articles he had written to date had been circulated to Cllrs.

Discussion on the type of booklet to be produced and content and age range it was aimed at. Noted proposals were different to the WWII booklet previously produced.

It was agreed a meeting be held with those Cllrs that had expressed an interest, Ian Broad and Clerk, once the grant decisions were known. **Action: Clerk**

118/21-22 FINANCE/REPORTS:

i) Following completion of the 5 year Tree Survey (report circulated to Cllrs), to agree Clerk endeavour to obtain 3 price indications for works required.

Resolved – future agenda item. **Action: Clerk**

ii) Bouldnor Viewpoint – Update on works agreed at last meeting and agree costings.

Clerk had asked contractor to liaise with resident and meet on site to look at work required and chased for an update. No further information available at time of meeting.

iii) To consider request for a donation from West Wight Timebank (information and accounts circulated to Cllrs).

Cllr S Cowley proposed PC donate £100, seconded Cllr Broadhead – **resolved**.

v) To Approve list of payments – copies emailed to Cllrs - resolved.

Chq No.	Paid to	For	Amount
SO	Sally Woods	Salary	900.00
2200	Sally Woods	Remainder Salary + mileage	239.59
DD	BT	Phone & Broadband	53.34
DD	BT	Sim card	12.00
DC	Zoom Coms Inc.	Zoom annual subs	143.88
2201	Shalfleet Church FF	Donation	100.00
2202	Brighstone Lands Ltd	Open Space Maintenance April – June '21	2,437.20
2203	Wight Computers Ltd	DIPS link to website	36.00
2204	Wicksteed Leisure Ltd	Play area equipment parts	107.40
2205	Signpost Express	3 x squirrel signs	115.20
2206	Mark One Maintenance	Play area checks and repairs	356.00
2207	IW Sports Foundation	Annual Subs	6.00
TOTAL			£4,506.61

Cllr Hewston pointed out Brighstone Landscaping had not planted up all the planters in Newbridge. Clerk confirmed the 3 new planters had been done but not the 2 older ones and will chase this.

Action: Clerk

119/21-22 PLANNING:

a. Updates and decisions:

Appeal Decision: OS Parcel 0013, Bartons Corner, Main Road, Shalfleet: Requirements of the notice are:

- i) To cease the use of the Land for the siting of a static caravan for residential purposes.
- ii) To remove the static caravan from the Land.
- iii) To remove all resident paraphernalia from the Land.

The appeal was dismissed and the enforcement notice is upheld with a variation; 9 months to comply.

Mobile Home adjacent Providence Farm, Warlands Lane, Shalfleet: Clerk had emailed IWC Enforcement Officer, attaching photographs Cllr Stables had kindly sent through. Enforcement Officer had confirmed if this is not being used for residential purposes it will most likely not be subject to planning control. She asked the PC to monitor how it is being used over the next month or so.

Hamstead Drive caravan: Cllr T Cowley had emailed Clerk photographs – after receiving information above, she queried if it is being lived in and asked Cllrs to monitor and she will report in, if it is. It was noted people had been living in this caravan for 2 years and there was a need for the Clerk to report this in to Planning Enforcement and to monitor. **Action: Clerk**

IWC consent to tree works: Inglefield, Cranmore Avenue, Shalfleet: Mature Oak – cut back branches overhanging entrance to adjacent property. Remove for safety reasons.

IWC Approved applications:

21/01765/HOU Oaklands, Solent Road, Shalfleet – Proposed alterations, single storey rear extension with accommodation within roof space; dormer windows on north, west and south elevations (revised scheme).

b. To agree comments on application:

21/0265/6PA OS Parcels 0903 and 1610 Main Road, Shalfleet: Agricultural prior notification for proposed agricultural storage barn.

Query raised as to whether this application was in Calbourne Parish; noted Shalfleet PC had previously agreed in principle to a barn on this site but objected to the original application due to the feeling it was three times larger than required.

Email from Andrew Rann had been circulated to Cllrs and was read by Clerk.

With regards to vehicular access, Cllrs noted that Island Roads had said there were limited grounds for a sustainable highway reason for refusal.

Cllrs believed that as the proposal was for an agricultural storage barn, this did not include use for livestock, and therefore asked if a full planning application was needed? As manure would also be involved, they queried the nitrate risk?

Cllrs also queried the position of the proposed barn and lack of accessibility in wet weather.

120/21-22 TO APPROVE THE FLEETWAY GREEN LEASE HEADS OF TERMS AND AGREE TO SIGN SAME IN ORDER FOR LEASE TO BE DRAWN UP BY IWC:

This had been circulated to Cllrs.

It was noted that there was a six month break clause for either side, £1 rent per annum, (if demanded,) and it excluded the maintenance and upkeep of trees on the Green (as per the PC wishes).

Resolved PC agree Heads of Terms and Clerk sign and return to IWC.

Clerk pointed out PC had previously used Robinson, Jarvis and Rolf Solicitors (as did Totland PC). Cllrs **resolved** PC use Nick Gale at Robinson, Jarvis and Rolf to check through the draft Lease once received from IWC. **Action: Clerk**

121/21-22 TO DISCUSS A WEST WIGHT/LOCAL COUNCIL LOCAL CYCLING AND WALKING IMPROVEMENT PLAN:

Emails received and circulated from Cllr John Medland, Clerk and Val Taylor, Parish Clerk for Calbourne, Newtown and Porchfield Council

Email also received from Cllr Daniel James, Freshwater PC.

It was noted that Calbourne PC were not taking further as they had various projects in the pipeline and no budget for a WW WCIP.

Cllr T Cowley had discussions with various parties and had read the guidance for this plan. He would like to see a plan for West Wight drawn up to undertake improvements to public realm that could be made ie. there is no footway between Thorley village and the Church.

The IWC have suggested that if the PC want improvements to footways, lighting, footpaths and bridleways they should join with other WW Councils. The scheme had been running since 2017 but unfortunately PCs only just been made aware, with a deadline for applications of 15th November 2021.

Cllr Daniel James (who also works for Plan Research,) has offered to work with Cllr T Cowley to put together an expression of interest for a plan.

After further discussion Parish Councillors agreed they were in support of the plan in principle with other WW Councils and an expression of interest could be submitted. **Action: T Cowley**

122/21-22 QUEENS PLATINUM JUBILEE:

i) Updates:

Shalfleet Booklet – discussed under Question Time.

ii) To discuss Island Road response for the proposed Boundary signs and agree how PC move forward.

Email from Island Roads said their first view is that it could cause confusion with road users, who, approaching the sign would believe they are in the village of Shalfleet rather than Shalcombe, Bouldnor or Wellow. Island Roads relevant guidelines point to County boundary signs, not Parish.

Clerk replied, and said his email would be discussed by Cllrs, and had sent back a photograph of one of the ‘Tun’ signs that were installed whilst she was Clerk at Freshwater, for information. This was shown at the meeting and had ‘Parish of Freshwater’ on it, with the Parish Crest and the name of the Tun.

Discussion followed and it was **resolved** that as the Parish Council did not have its own crest the Clerk ask a designer to design one (sending Tun photo). Cllr Stables knows of someone who designs these and agreed to let Clerk have contact details. **Action: SS**

This could then be incorporated into a Parish boundary sign, as the Freshwater Tun signs, if Island Roads if this acceptable. **Action: Clerk**

123/21-22 TO CONSIDER PURCHASING ANOTHER DEFIBRILLATOR FOR THE PARISH AND AGREE WHERE IT BE LOCATED:

Clerk had made contacted with NHS on where these were at present located in the Parish and circulated this information to Cllrs prior to the meeting.

It was noted that there was not a defibrillator located in Newbridge or Wellow and agreed the PC look at the December meeting to budget for one in Newbridge from this year’s budget and one for Wellow in next. **Action: Clerk**

Also agreed Clerk ask the Trustees of Newbridge Community Centre if a defibrillator could be installed on their building. Location for Wellow to be discussed next year. **Action: Clerk**

Cllr T Cowley mentioned the defibrillator app that he had did not show all that the Clerk had mentioned. She agreed to ask IW NHS for details of the app they used and forward on to him.

Action: Clerk

124/21-22 FURTHER TO RECENT WW TOWN & PARISH COUNCILS ASSOCIATION MEETING, TO CONSIDER WRITING A LETTER OF SUPPPORT TO BOB SEELY MP TO SUPPORT HIS WISH FOR A ROAD POLICING UNIT ON THE ISLAND TO CLAMP DOWN ON SPEEDING AND UNINSURED DRIVERS:

Resolved PC support this and Clerk email and inform MP.

Action: Clerk

125/21-22 TO RE-CONSIDER THE PROPOSED IW ROAD RACES EVENT AND VIEWS OF PARISH COUNCIL – to let Brighstone PC know these, and if object, to write to IWC prior to their Cabinet meeting on 13th January 2022.

Cllrs noted that of the survey which Brighstone PC undertook two thirds were against the proposed event, one third for.

Some Parish Cllrs supportive of this event, others not so. Discussion ranged from support for tourism, to the potential damage to the environment, dangers and Island Biosphere designation. Vote taken: 2 For, 2 Against, 1 abstained. By Chairman's casting vote it was agreed to support Brighstone Parish Council's objection.

IWC will make their decision at the Cabinet meeting. Clerk to inform Brighstone and IWC.

Action: Clerk

126/21-22 TO NOTE THE CLERKS REPORT:

Abandoned car at Bouldnor – Island Road responded to both PC email and that sent by Cllr Spink regarding what action they had taken. Pleased to report on morning after October meeting, on way to work, noticed car had been removed.

Southern Water – Shalfleet process flow chart received and circulated. Acknowledgement from House of Commons confirming they had received copy of PC email regarding capacity checks and upgrades.

Water samples - <http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>
Clerk did have a quick look at this information but had to say it is completely above her head.

Draft Island Planning Strategy – Mr Jon Hall emailed the Clerk regarding a comment he had sent in to the PC on this. It referred to his 'question raised asking if the PC would endorse the noteworthy objectives in the Thorley & Yarmouth Community Plan'. The Clerk replied apologising – she had wrongly typed 'objections' in the list of comments she had circulated for the Extraordinary meeting held 28th September 2021. He had asked the Minutes be amended but the Clerk pointed out the Cllrs had already agreed these, so she agreed she would make mention to the error in this report.

Squirrel Signs – After a meeting held with Cllr Hewston, ordered 3 signs (design as agreed at last PC meeting), to be attached to wooden stakes, with pointy ends, to be delivered to Cllr Hewston. Cllr Hewston had arranged for these to be erected at Taggs Farm, Street Place Farm and Norman's Corner. It was later noted that two of these properties were in fact in Calbourne Parish.

Church Fabric Trust – letter received thanking PC for £100 donation.

Wreath Laying – Cllr Hewston agreed to lay wreath at Totland (as Cllr Stables found she was unable to) and Cllr Broadhead the one at Shalfleet Church. This was delivered to the Parish Office and she had collected.

Bouldnor Field s106 Agreement path – after asking Cllr Spink to take up on PC behalf (thanks to him for doing this), Island Roads responded they had received no instruction from the Planning Authority, nor have record of necessary s278 agreement the developer should have entered into! Sent strong email asking for 'someone' to take urgent action.

Also emailed Ollie Boulter at the Planning Department asking for help with this. He agreed to ask the relevant Officer to look into it.

Dog Fouling – email from IWC confirms that photographic/filming evidence can be used to educate/prosecute owners. Resident who emailed in has been informed. Cllrs agreed this be publicised in Village News.

Action: Clerk

Play Areas – springs for gates should arrive this week and maintenance man will fit. Apart from picnic benches (which had been agreed he will paint in the Spring), other work that was required, had now been completed.

Newbridge Planters – Clerk chased Brighstone Landscaping again and these should have been re-planted by the time of the meeting. Suggestion made that Alan Ingram could be asked to price to undertake these in Autumn and Spring each year. Clerk suggests PC look at this when reviewing the Open Space maintenance contract which is due for renewal next year. It was noted that only the 3 new planters had been re-planted, others not. Clerk to chase Brighstone Landscaping for this to be done. **Action: Clerk**

Bouldnor Viewpoint: Phoned Brighstone Landscaping to arrange work to be carried out to tidy the Viewpoint and bring back the view. Also contacted resident to inform him of PC decision and agreed he would phone Brighstone Landscape to arrange a site meeting. Brighstone Landscapes would then come back to PC with a price. Agenda item. Informed Green Gym of PC decision.

Wellow Millennium Green – invoiced the Trustees for 20% of the grounds maintenance costs £166.40.

Abandoned car Wellow – reported in to Island Roads this vehicle opposite the old Sun Inn. Informed 26th October 2021 that this had gone.

Lamppost in St Michaels Close – Further to query raised by resident of ‘Guyers’, which Clerk took up with Island Roads – they had forwarded a copy of the map and plan showing this light was installed as part of the development, as shown in the adoption plan. Confirmed it is their responsibility. Resident updated with this information.

Blocked/fractured drain by Shalfleet traffic lights – reported several times to Island Roads – thanks to Cllr T Cowley for photos and for agreeing to meet District Steward on site. Latest update was that work had been scheduled.

Withyfields – resident rang to say tree on PC land had come down – not dangerous. After gaining agreement of Chairman, contacted Brighstone Landscaping and asked them to tidy area. Depending on size they will either move and leave for wildlife or chain saw up for people to have as logs.

Electric Vehicle Charging Points – aware there is grant funding to pay three quarters of the cost of these. Need to go in a location that is accessible for the public to use and for people say living in flats. The Chairman feels there is not anywhere in Shalfleet that would be suitable, so asked Clerk not to pursue. He will however be looking to one in Yarmouth. Cllr John Medland had been invited to the next WW Councils meeting to speak on these.

Email from Jim Fawcett confirmed that this scheme is aimed at areas where there is a lack of off-street parking in private driveways and where people have to park on the street. It would be helpful, initially, if PC could identify any such areas within Shalfleet Parish and let IWC know.

WW Town & Parish Councils Association meeting – good meeting held 28th October 2021 – a couple of matters on the PC meeting agenda from this.

Monitor – downstairs monitor blew, fortunately had one spare, and so linked that up.

Training – have booked several Cllrs onto Finance and Code of Conduct training being organised by IWALC.

Meetings: informed Wellow Institute PC would not be meeting there during winter months due to dark/uneven path, (lack of parking). Booked the Institute for: May, June and July 2022 meetings. Contacted Trustees of Newbridge Community Centre to book December 2021, January and February 2022. (agreed Clerk will contact day before as reminder to put heating on). When heard back will then book Shalfleet Primary School for some dates.

Locum Clerk – Clerk learnt that she will be losing her Locum who is moving to the mainland. She wishes Maxine all the best but she will be missed. Cllrs asked Clerk to pass on their thanks to Maxine for her work for the PC and wish her all the best for the future. **Action: Clerk**

The Chairman informed Cllrs that the Clerk’s work load had increased and to help her cope with this, proposed that the Parish Office opening hours be reduced to 10 am – 12 noon each day she worked – **resolved.** Clerk will publicise this. **Action: Clerk**

SLCC Meeting – planned AGM yesterday at Shanklin was unfortunately cancelled due to sickness and people self-isolating. Reconvened for 24th November 2021.

Website – Cllrs agreed to Cllr T Cowley cleaning up the PC website. Clerk will arrange for him to have login details. **Action: Clerk/TC**

127/21-22 TO NOTE COUNCILLORS REPORTS:

Cllr Hewston – Report on the Environment and Sustainability Forum held 27th October 2021 had been circulated (copy of on file).

Report on IWALC Topic Meeting held on 28th October 2021 had been circulated to Cllrs (copy on file)

Cllr Broadhead – resident had contacted her regarding the footway up Ningwood Hill and said it was a ‘mess’ and in a very bad condition. Noted this was a ‘safe route to school’ and agreed Clerk report in to Island Roads for action to be taken. **Action: Clerk**

Cllr T Cowley – PC Facebook page is now up and running.

Asked Clerk to report in overgrown hedge on pavement at the top of Ningwood Hill/down into Cranmore. **Action: Clerk**

128/21-22 TO REVIEW SHALFLEET PARISH COUNCIL TREE MANAGEMENT

POLICY: Copies circulated to Cllrs.

Cllrs duly reviewed and agreed this Policy.

Meeting closed at 8.55 pm

Next scheduled meeting will be held on Wednesday 8th December 2021 at 7.15 pm at Newbridge Community Centre.

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