

## SHALFLEET PARISH COUNCIL

### MINUTES OF THE MEETING OF SHALFLEET PARISH COUNCIL HELD AT NEWBRIDGE COMMUNITY CENTRE ON WEDNESDAY, 8<sup>TH</sup> DECEMBER 2021 AT 7.15 PM

**Present:** Cllrs: S Cowley (Chair), H Hewston, S Stables, T Cowley  
4 members of public  
Cllr Peter Spink  
Clerk: Sally Woods

#### **129/21-22 CHAIRMAN'S WELCOME:**

Cllr Cowley welcomed everyone to the meeting.

#### **130/21-22 WARD COUNCILLORS REPORTS:**

Cllr Steve Hastings written report noted. The Clerk confirmed the reasons Cllr Steve Hastings is unable to attend Shalfleet's PC meetings is due to him being a Parish Councillor for Brighstone and being summoned to their monthly meeting, which are held on the same night. Cllrs agreed they would look to hold a meeting on a different night next year to accommodate Cllr Hastings.

Cllr Peter Spink gave an oral report covering his work advising the Task and Finish Committee on his view on the Draft Island Planning Strategy. He was trying to obtain additional cover for the West Wight with the Holiday Activity Grant. He explained his difficulty in getting any enforcement action regarding the tree felling that had taken place at Silver Glades Caravan Park.

Tapnell Farm lights were an ongoing issue. It was noted this was in Yarmouth Parish (though affects Shalfleet residents). Discussion on boundaries, nitrate neutrality and Southern Water and sewage issues.

Cllr Spink was questioned by Councillors and some residents about his lack of support for the proposed Greenway. Cllr Spink said he had mixed feelings on how successful mixed usage would be. Discussion on the Greenway surface, byways and cycling.

#### **131/21-22 APOLOGIES FOR ABSENCE:** Cllr P Broadhead and IWC Cllr Steve Hastings

#### **132/21-22 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS:**

Cllr Steve Cowley declared a personal and pecuniary interest in 'all things Lee Farm', Yarmouth TC and Wight Nature Fund.

Cllr Thomas Cowley declared an interest in 'Camp Wight', Ningwood Hill, Wight Nature Fund and Yarmouth TC.

**133/21-22 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS:** Cllrs signed a dispensation to enable them to participate in Parish budgetary and precept setting decisions.

#### **134/21-22 TO CONFIRM AND APPROVE THE MINUTES OF THE MEETING HELD 10<sup>TH</sup> NOVEMBER 2021:**

Cllr T Cowley proposed the Minutes of the 10<sup>th</sup> November 2021 meeting be agreed, seconded Cllr Hewston – **resolved**.

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

**135/21-22 30 MINUTE QUESTION TIME (3 minutes per member of public):**

Resident asked if the PC were aware that with regards to planning application no: 21/01401/FUL for land between Highfield and Rosehaven, they believed the applicant had illegally taken out the roadside hedge. The Chairman confirmed the PC were aware of this and had made reference to in their comment on the previous application for the site.

Resident commented that the latest proposal involved digging out tons of soil, which some believed was to make the property lower, so it does not overlook. They felt there were implications regarding run off due to this. Change in access also noted. The Ecological survey had been carried out 3 days after a newly planted hedge (following removal of the existing) had been desecrated.

Cllr Spink said he had made an enquiry to the Enforcement Officer regarding the removal of the original hedge and they had come back to say it was not a protected hedge, so no action taken.

**136/21-22 FINANCE/REPORTS:**

- i) To agree quotation for Parish Council insurance after Clerk obtained three quotations (details circulated to Councillors).

Cllrs **resolved** to stick with Zurich and agree their 5 year long term agreement of £565.08 p.a. premium.

Clerk will inform three companies of the PC decision and arrange cheque to be sent to cover Zurich premium. **Action: Clerk**

- ii) To agree PC Solicitor costs for Fleetway Lease £450 plus £20 Land Registration fee. **Resolved** to agree this be paid.

iii) Bouldnor Viewpoint – Update on works agreed at last meeting and agree costings. Clerk had received quotation from Brighstone Landscaping: £500 to reduce the height of vegetation on the slope at Bouldnor Viewpoint to improve the view for visitors and residents where possible.

Clerk had tried to contact resident of Bouldnor, who had initially complained about the lack of view and offered to pay half the costs to help restore it, left numerous phone messages to ask for confirmation of this and received no reply.

Cllrs agreed this matter be parked for now – no further action.

- iv) To agree quotation for tree works to be undertaken at Withyfields, as per tree survey. Clerk has endeavoured to obtain 3 price indications, which is to include obtaining necessary permission for the work as Withyfields is within a Conservation Area.

Received back two quotations:

**Brighstone Landscaping:**

Tree 0582 – Larch - Chip on site and stack as logs: £290

Tree 0582 – Leyland Cypress – Option 1 – remove 5 x broken and hanging boughs, tidy snapped points, chip on site and stack logs as eco piles £360 +VAT

Option 2 – Dismantle via rigging and roping techniques, chip on site and stack logs £1,420 + VAT

**Treecare** (did the Tree Survey): £800 to remove both trees and chip and stack logs.

Comment from Treecare regarding the small Horse Chestnut that blew down was noted.

Both quotations include obtaining necessary permissions, as in a Conservation Area.

**Resolved** quotation from Treecare to be agreed. Clerk to inform and confirm works to go ahead once necessary permissions sought. **Action: Clerk**

- v) To agree to pay £160 for clearing up of fallen tree at Withyfields.

**Resolved** this be paid.

- vi) To consider giving a donation to IW Music, Dance & Drama Festival (accounts and information circulated to Councillors). 2

**Resolved** £75 donation be given.

vii) To agree to purchase a Defibrillator for Newbridge at a cost of £1,560, to include cabinet (awaiting decision of Trustees on whether this could be installed on Newbridge Community Centre).

Email reply had been circulated to Cllrs and an overview given by the Clerk at the meeting: The Trustees support the idea in principle but require some further clarity and consideration before giving a full agreement. Issues around the siting of the unit, power supply, location within the village.

Cllrs felt the Community Centre was a good location, and PC could pay for the power supply to be fitted. Agreed Clerk liaises with Trustees to agree a visible location on the building and bring back to a future meeting. **Action: Clerk**

viii) To agree Clerk set up provision with Lloyds Bank to make payments via BACs.

**Resolved** Clerk to arrange this.

**Action: Clerk**

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

<b>Chq No.</b>	<b>Paid to</b>	<b>For</b>	<b>Amount</b>
SO	Sally Woods	Salary	900.00
2208	Sally Woods	Remainder Salary + mileage	326.00
DD	BT	Phone & Broadband	53.34
DD	BT	Sim card	12.00
2209	Wight Computers Ltd	Domain name + Laptop improvement	87.59
2210	Broxap Ltd	Goal post ground hoops	84.00
DC	Thompsons Garden	Christmas Tree	29.99
2211	IWC	Election re-charge costs	48.00
2212	Action4Support	WW Timebank donation	100.00
2213	WELmedical	3 x Defibrillator replacement pads	136.74
2214	Crystal Solutions Ltd	Erect Xmas tree/fit lights	108.00
2215	Island Copier Co Ltd	Photocopier 3 month contract	122.02
2216	Newbridge Com Assoc	Lease, Service Charge increase, room hire	2,549.50
<b>TOTAL</b>			<b>£4557.18</b>

**x) To agree budget and precept for financial year 2022/21 (information circulated to Cllrs):**

Clerk had circulated Cash Book, showing income and expenditure and bank reconciliations, budget notes, and spreadsheet showing amount spent to November 2021, projected end of year spend and suggested budgets for 2022-23.

The Clerk went through the figures and explained the reasoning behind her suggestion budget figures.

Whilst discussing the Chairman's Allowance and the amount that Cllrs had to print off, agreed Clerk resume delivering hard copies of meeting paperwork to Cllrs. **Action: Clerk**

Cllr T Cowley reported that the PC noticeboard for Hamstead in the Horse & Groom car park was falling apart and probably needed renewal. **Action: Clerk**

Cllrs agreed all Clerk's suggested budget figures apart from expenses and mileage, which Cllrs agreed should be set at £400 as the price of petrol had gone up.

Cllr Hewston said she had learnt from her recent Finance Training that the suggested amount a Parish Council kept in reserve should be about 50% of the Precept. Cllr T Cowley said he had learnt that PCs were not capped, like the IWC were but could be capped in the future.

It was noted that if the precept was reduced, those in higher Council Tax bands would get the benefit of this. Cllrs felt it was better to keep some money and spend some.

**Resolved** that the budget for 2022-23 of £70,350 be agreed and the Precept remain the same at £39,820, using approximately £30,430 of 'reserves' which would leave an estimated £18,070 in the Bank at the end of next financial year.

Resident asked how to apply for a grant for Wellow Institute and was asked to write to the Clerk, including a set of audited accounts.

### **137/21-22 PLANNING:**

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

**Forestview Farm, Hamstead Drive, Shalfleet** – received letter from IWC confirming acknowledgement of planning enforcement complaint

**Mobile Home in Warlands Lane, Shalfleet** – Enforcement Officer had asked Cllrs to monitor this, which was adjacent to Providence Farm. Cllrs agreed to continue to do so.

#### **IWC Refusals:**

**21/02165/6PA – OS Parcels 0903 and 1610 Main Road, Shalfleet:** Agricultural prior notification for proposed agricultural storage barn.

**21/01858/CLPUD 10 Waters Edge, Shalfleet:** Lawful Development Certificate for proposed erection of a single storey extension to the side and rear of the property; to replace rear conservatory. Cllr T Cowley agreed to go and look if this had already been built, as a new planning application had just come in for the site, for the same development. **Action: TC**

#### **b. To agree comments on application:**

**21/01401/FUL Land between Highfield and Rosehaven, Main Road, Wellow: Proposed 2 detached bungalows, parking and formation of vehicular access (revised plans) (further information – Preliminary Ecological Appraisal)(re-advertised application).**

The Chairman read out the comments the PC had submitted for the previous application for the site: Shalfleet Parish Council objects to this planning application on the grounds:

1. The old hedge was removed in Spring 2020 (Shalfleet Parish Council asked the Enforcement Officer to look into this). If the hedge had not been removed earlier there would be no visibility to put in a new access.
2. There is a perfectly good agricultural access to the west of the plot which the applicant has used for many years.
3. Wellow Road is increasingly dangerous, with pinch points. The more vehicles that join this road, the more dangerous it would become.
4. There is no detail as to the structural engineering that will be followed to ensure runoff water is controlled.
5. There are no reports on the archaeology of the site, as it is in a prehistoric and Saxon inhabited area.
6. There is no supporting information regarding the replacement of the hedge nor the actual construction of the entrance proposed.
7. The proposals would result in an urbanising form of development which would be detrimental to the visual amenity of the rural character of the area contrary to Policy DM2 (Design Quality for New Development) and DM12 (Landscape, Seascape, Biodiversity and Geodiversity) of the Island Plan Core Strategy and the principles of the National Planning Policy Framework.

Cllrs agreed that these comments be submitted for the new application with additional comments:

8. Believe that a Flood risk Assessment should be carried out due to the change in height of the site.
9. Drainage scheme may be needed to deal with surplus water.
10. Concerns over the removal of such a large amount of soil, which could de-stabilise the sub-soil.
11. Concern over the shared driveway for the 2 properties.

**21/02230/HOU Watermeadows, Thorley Road, Yarmouth: Proposed single storey side & rear extension and associated alterations.**

It was noted this application was in fact in Yarmouth, not Shalfleet, though the Case Officer had said Shalfleet PC could comment if they so wished. Cllrs agreed to make no comment on this application.

**21/02316/FUL Land West of Eversleigh, Ningwood Hill, Shalfleet: Proposed chalet bungalow; formation of vehicular access.**

Objections that PC had made on application for land East of Eversleigh were read. These supported the comments made by Island Roads regarding the lack of onsite parking and turning area. It was noted there was now provision for this, in this application.

Loss of a wildlife corridor.

Cllrs agreed to object to this application on the grounds of:

1. There is no footway.
2. The site is adjacent to a SSSI and the development would further eliminate the wildlife corridor.
3. If agreed the development would enhance the ribbon development, urbanising a very rural area.
4. The approval for the previous application for land East of Eversleigh 21/01017/21, should not set a precedent for approval of this application.
5. This is a Greenfield site.
6. If approved it would mean additional traffic going in and out of the site - closer to a 50 mph speed limit, near a dangerous bend.
7. The proposals change the character of the area.

Two more applications have come in – Clerk asked for Cllrs comment by the 15<sup>th</sup> December.

**138/21-22 FLEETWAY LEASE UPDATE:**

Draft Lease received. Clerk had read and queried a couple of matters with the PC Solicitor – around the six month break clause and holding of events on the Green. Solicitor said he would peruse the Lease and get back to PC.

**139/21-22 PARISH COUNCIL VACANCY – To note whether an Election will be required and if not, to agree the Co-option process to be carried out:**

Received letter of confirmation from IWC Electoral Services Manager that no Election is required.

Cllrs agreed Clerk advertise the vacancy will be filled by co-option, (and applications need to be in by Tuesday 18<sup>th</sup> January 2021,) by putting up notices round the Parish and in Village News. Cllrs will then decide when to interview the applicants, who will also be asked to give a short presentation.

**Action: Clerk**

**140/21-22 PARISH CREST UPDATE:**

Clerk had contacted a Graphic Designer on the Island for a quote – Shaun Cuff from Winkle Street, Calbourne. He asked PC send him some outline proposals and he will come back with costings and details of the process it takes. Cllrs agreed Clerk send these, including recently produced idea.

**Action: Clerk**

**122/21-22 QUEENS PLATINUM JUBILEE:**

**i) Updates:**

Island Roads emailed Clerk and arranged a phone call for tomorrow morning to discuss boundary signs.

ii) To Consider planting 70 trees from the Woodland Trust, where these could be planted and asking Shalfleet Primary School to join in the planting?

Cllr S Cowley suggested there could be planted on the lower slope of Bouldnor Field. It was noted that trees had been planted before on Bouldnor Field and not had a good history.

Clerk asked to discuss with IWC and see if they have land these could be planted on and that she also look into obtaining tree from the Woodland Trust – type of tree and native/best tree for the field.

**Action: Clerk**

**142/21-22 TO NOTE THE CLERKS REPORT:**

**IW Road Race** – Email from IWC confirmed they had received an application for a motorcycle road race on the Island in 2022 but they are querying if this has been made in accordance with the relevant legislation. Agreed to keep P&TCs they consider to be impacted by the proposed event, updated.

**Silver Glades** – update from Cllr P Spink informing PC that the National Office of the Forestry Commission had reviewed the case of alleged illegal felling at Silver Glades Caravan Park and have decided to refer the case to Defra Investigation Services for criminal investigation. Cllr Spink's response copied in to Cllrs expressing his frustration at the amount of time that is being taken and asking if anything can be done to hasten the investigation. Noted the landowner's actions have devastated a woodland in an AONB and destroyed wildlife and biodiversity to the distress of many residents. An order for replanting needs to be made as a matter of urgency, together with a conviction.

**Southern Water Overflow Licences** – queried with EA and subsequently SW, if in 2006 Condition 5 was deleted, meaning SW do not have to screen any storm sewage before it hits the river.

**Wreaths** – resident enquired if Cllrs felt wreaths that are placed indoors i.e. Shalfleet Church could be reused? Clerk agreed to mention this query in her report - noted.

**S19 Footpath** – chased for an update on when the bridge rail is to be repaired. Rights-of-Way a bit overwhelmed with work due to small amount of staff. Can give no indication of when this will be done.

**Fleetway Lease** – IWC acknowledge receipt of signed Heads of Term and are instructing their solicitor to draw up the Lease. Contacted RJR Solicitors and instructed Nick Gale to act on behalf of the PC. (See agenda item to agree his fees). Confirmation received back, together with formal engagement letter and leaflet. Clerk confirmed PC signing arrangements: 2 Cllrs in presence of a witness, who can be the Clerk. Agenda item.

#### **Bouldnor Field:**

**Goal Posts** – When Clerk did weekly check in November found the posts round the wrong way and ground fixing hoops missing. Ordered more hoops and asked maintenance man to fit. Photographic evidence of dog owner not picking up received by PC.

**Christmas tree** – organised tree to be installed outside Parish Office, also bought some more white lights to go on it. After complaint from resident, altered the timer so the lights go off earlier.

**Newbridge Planters** – asked Alan Ingram for a price to re-plant these twice a year. Agenda item. Brighstone Landscaping did plant up other planters recently, as requested. Need to arrange a meeting in January to go through the spec of the Open Spaces contract, which expires March 2022. Price received for planting up the planters and it was agreed to discuss this at this meeting.

**Action: Clerk**

**Withyfields** – report that a tree had fallen down. Chairman agreed Clerk contacted Open Space contractor and ask them to make safe. Have chopped into logs and stacked amongst the undergrowth to provide natural habitat. Agenda item.

#### **Queens Platinum Jubilee:**

**Boundary Signs:** Emailed Island Roads again and asked if PC could have 'Parish of Shalfleet' or 'Shalfleet Parish' signs with a crest on for the Parish boundary signs. Asked Cllr Stables for the details of the crest designer. Feel PC would go ahead with a Parish Crest even if signs do not go ahead.

**Bouldnor Mead** – resident complained about speeding and asked if help could be given. Clerk wrote to Vectis Housing to inform them and ask for any help they could give i.e. marking the road or installing 'Children' warning signs. Nothing received back.

**Bouldnor Viewpoint** – following receipt of quotation to improve the view for visitors and residents, where possible, trying to contact resident to confirm he will pay half. Agenda item.

**Wellow Millennium Green** – asked for financial support towards tree planting – have asked for copy of up to date accounts and will then put on future agenda.

**SLCC Meeting** – Clerk attended a useful meeting held at Sandown. Remains Vice Chair for the Island Branch.

**Locum Clerk** – Clerk asked for Cllrs thoughts on whether PC should advertise for a Locum/Deputy Clerk (that the Clerk could train up to cover her) for a couple of hours of week. Noted County Press adverts can be costly. Discussion followed, felt Village News could be used. Then it was initially agreed Clerk contact HTP and see what they could recommend. **Action: Clerk**

**Website** – Arranged for Cllr T Cowley to have a login in order to clean up the PC website. Grateful thanks to Cllr T Cowley – the links page for the PC website now all up to date and has some very useful links within it.

**Problems with laptop** – arranged a remote access with Wight Computers who have done work to make this much quicker.

**Defib Pads** – ordered a replacement set for Shalfleet which has arrived and Clerk will fit to Defibrillator (plus 2 sets for Totland PC and have invoiced them for these). Cllr Stables took the new set and agreed to fit.

**143/21-22 TO NOTE COUNCILLORS REPORTS:**

**Cllr Hewston** – Report on IWALC Executive Meeting had been circulated.

14<sup>th</sup> November – attended Royal British Legion wreath laying at Totland.

24<sup>th</sup> November – MP Zoom and Code of Conduct training.

25<sup>th</sup> November – IWALC meeting.

30<sup>th</sup> November – Island Cottages Trustee meeting.

1<sup>st</sup> December – Finance training.

**Cllr T Cowley** – reported that the roadside hedge opposite him in Ningwood Hill was overgrown and asked the Clerk to report to Island Roads. **Action: Clerk**

**Conservation Area Character Assessment** – Cllr T Cowley had made contact with an ex Head of Planning for Historic England and he had agreed to quote to undertake this for the PC.

**Overflowing/fractured drain** on Main Road, Shalfleet, opposite the Church, still overflowing – Clerk agreed to mention this in her planned phone call with Island Roads tomorrow. **Action: Clerk**

**144/21-22 TO REVIEW THE PARISH COUNCIL FINANCIAL REGULATIONS:** Copies circulated to Cllrs. Cllrs duly reviewed and agreed these regulations.

**145/21-22 TO AGREE THAT UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PUBLIC AND REPRESENTATIVES OF THE PRESS AND BROADCAST MEDIA BE EXCLUDED FROM THE MEETING DURING THE CONSIDERATION OF THE FOLLOWING ITEM OF BUSINESS AS PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TRANSACTED: TO DISCUSS THE CLERK’S SALARY:**  
The Clerk had circulated details of her current pay to Cllrs. **Resolved** to agree increase in pay scale from April 2021, backdated and further rise in pay scale from April 2022.

**Next scheduled meeting will be held on Wednesday 12<sup>th</sup> January 2022 at 7.15 pm at Newbridge Community Centre.**