

SHALFLEET PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF SHALFLEET PARISH COUNCIL HELD AT WELLOW INSTITUTE ON WEDNESDAY, 11th MAY 2022 AT 7.15 PM

Present: Cllrs: S Cowley (Chair), H Hewston, S Stables, P Broadhead, A Ingram, T Cowley
County Cllr Peter Spink
8 members of public
Clerk: Sally Woods
Deputy Clerk: Amy Parkinson

16/22/23 TO RECEIVE NOMINATIONS AND ELECT A CHAIRMAN OF THE COUNCIL FOR 2022/23:

Cllr Broadhead nominated Cllr Stables as Chairman, seconded Cllr Hewston.
Cllr T Cowley nominated Cllr S Cowley as Chairman, seconded Cllr Ingram.

Cllr Hewston said she was hoping Cllr S Cowley would consider his position in the community and stand down at this time.

Cllr Broadhead asked for a secret ballot to be taken, Cllr Hewston seconded. The Clerk confirmed it was not a secret ballot, but a signed one that the PC could have, as per Standing Orders, which she quoted. She had also sought advice from SLCC who referred her to the Charles Arnold Baker Local Council Administration book on this issue, which she quoted.

Cllr T Cowley asked if a vote be taken on the PC having a signed ballot. Cllr S Cowley said it had been proposed and seconded and asked a vote be taken on having a signed ballot – 3 For, 3 Against. Cllr S Cowley mentioned the Nolan Principles and used his casting vote to vote the PC do not have a signed ballot.

Cllr S Cowley asked for a show of hands for Cllr Stables as Chairman – 3 and for himself – 3. He then made the casting vote in favour of himself and took the Chair.

17/22/23 CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE FORM WHICH CLERK WILL COUNTERSIGN:

The Chairman signed his declaration of acceptance of Chairman form and the Clerk countersigned

18/22/23 TO RECEIVE NOMINATIONS AND ELECT A VICE-CHAIRMAN OF THE COUNCIL FOR 2022/23:

Cllr S Cowley nominated Cllr A Ingram as Vice-Chairman, seconded Cllr T Cowley.
Cllr Broadhead nominated Cllr Stables as Vice-Chairman, seconded Cllr Hewston.

Vote taken: 3 for Cllr Stables and 3 for Cllr Ingram. Cllr Ingram then said he was prepared to stand but decided he would support the proposal for Cllr Stables. Cllr Stables Vice-Chairman by majority.

19/22/23 APOLOGIES FOR ABSENCE: IW Cllr Steve Hastings

20/22/23 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS:

Cllr S Cowley declared an interest in Land at Lee Farm, Yarmouth TC and CHOYD.
Cllr T Cowley declared an interest in Camp Wight, Wight Nature Fund and Yarmouth TC.

21/22/23 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS: None given.

22/22/23 TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES AND COMMITTEES:

- a. IWALC – Lead and Deputy (currently Cllr Hewston as Lead/Deputy Cllr Stables).
Resolved remain as is.
- b. Yarmouth Coastal Defence Working Group (currently Val Gwynn).
Resolved remain as is but with Cllr Pam Broadhead as deputy.
- c. Child Protection Officers (currently Cllr Broadhead and Clerk).
Resolved remain as is.
- d. Road Safety representative (currently Cllr Stables).
Resolved remain as is.
- e. Wellow Millennium Green – (currently Mr Mike Gable and Mrs Jill Cowley).
Ms Jo Minchin agreed to report back to the PC on this committee.
- f. National Trust and Newtown National Nature Reserve – PC representative was Val Gwynn but Clerk had it confirmed the consultative committee had ceased to exist, so no representative required. Minutes of NT meetings are sent through occasionally and the Clerk ensures Val sees a copy of these. Can be taken off future Annual Meeting agenda.
- g. LAF – currently Cllr Hewston.
Resolved remain as is. Noted Cllr S Cowley would attend as a guest.

23/22/23 TO CONFIRM AND APPROVE THE MINUTES OF THE PREVIOUS MONTHLY MEETING HELD 13TH APRIL 2022:

Cllr T Cowley proposed the Minutes of the 13th April 2021 meeting be agreed and seconded (HH) - **resolved**. The Minutes having been agreed, were signed by the Chairman as a true record.

24/22/23 WARD COUNCILLORS REPORTS:

Cllr Steve Hastings – report and briefings circulated to Cllrs, noted.

Cllr Peter Spink – report had been emailed that afternoon and was read at the meeting by Cllr Spink. He had lodged a complaint regarding the lack of action on the tree felling work that had been carried out at Silver Glades. Had asked for an extension in the consultation period for the two planning applications on the agenda; due to the Planning Portal being out of service due to maintenance and also some documents not available. The consultation period for the log cabin application had been extended by 21 days (from 13th May) in order for the Ecology Report to go on and be available but Planning would not extend the comment deadline for the Silver Glades LDC.

Cllr Spink had asked for a special meeting to be held in order to give people time to discuss the Draft Island Planning Strategy.

A query had been asked by a resident about Bouldnor Field and the covenant. Clerk agreed to send him the information requested.

25/21-22 30 MINUTE QUESTION TIME (3 minutes per member of public):

Several residents gave information and evidence on the fact the Silver Glades site had not been open during the winter months. Also, for PC to be aware that if the application was passed then residents could query the right of access.

The Chairman confirmed this was a LDC not a planning application and there was a difference.

Resident referred to personal evidence they had and Witness Statements that had been gathered which gave evidence no occupation of the site had taken place over the last 50 years during the winter months. The LDC was based on planning permission given in 1975, yet permission given in 1980 was the current permission. Resident went on to say that they were getting ‘Planning Research’ to help them and look into this matter.

Resident confirmed the owners had been strict on policy and not being open during winter months. Knowledge/case example of the new owners given.

26/21/22 FINANCE/REPORTS:

- i) To agree to purchase a Platinum Jubilee Plaque from A J Wells, for the Queens Canopy at Bouldnor Field, at a cost of £375 plus VAT:**

Resolved this be purchased.

- ii) To resolve to pay £2,215.08 for 255 x Nova 500ml flasks for pupils at Shalfleet CE Primary School and Pre- School to commemorate the Queens Platinum Jubilee.**

Resolved these be purchase.

- iii) To resolve to pay £139 each to update a gifted desktop computer and the PC laptop and £130 for a new monitor. Total cost £408 + VAT.**

Resolved this be paid.

- iv) To consider a request from Wellow Institute for a grant towards repairs to the building - information and accounts circulated to Councillors.**

Cllrs agreed to support, but defer, as felt they needed more information on the quotes and costings for the work required before deciding on how much to give. Clerk to ask for these and put on a future agenda. **Action: Clerk**

- v) To consider a request for a grant from Wessex Cancer Trust – information and accounts circulated to Councillors.**

Cllr Hewston proposed the PC donate £500 – **resolved**.

- vi) To consider a request for a grant from Shalfleet Hall towards their Platinum Jubilee celebrations – information and accounts forwarded to Councillors.**

Cllr Broadhead proposed £200 be given – **resolved**.

- vii) To resolve to give £200 to the Wellow event to commemorate the Platinum Jubilee celebrations, as agreed at the April meeting.**

Resolved.

- viii) Approve list of payments – copies emailed to Cllrs. Resolved these be paid.**

| Chq No. | Paid to | For | Amount |
|----------------|------------------|------------------------------|-----------------|
| SO | Sally Woods | Salary | 900.00 |
| BAC | Sally Woods | Remainder Salary + mileage | 361.84 |
| BAC | Amy Parkinson | Salary | 214.32 |
| DD | BT | Phone & Broadband | 53.34 |
| DD | BT | Sim card | 13.18 |
| BAC | Cuff & Cuff | Logo | 918.00 |
| DC | SLCC | ILCA Qualification (Amy) | 144.00 |
| BAC | WBS | Stationery | 6.23 |
| BAC | Wellow Institute | Donation for Queen’s Jubilee | 200.00 |
| BAC | Wight Computers | Computer hardware | 489.60 |
| BAC | Wight Computers | Remote support, Software | 122.00 |
| BAC | Flashbay | Water bottles | 2215.08 |
| TOTAL | | | £5637.59 |

25/21-22 PLANNING:

a. Updates and decisions:

Comment on application which was between PC meetings:

22/00559/HOU Annexe Little Acres, Warlands Lane, Shalfleet: Proposed loft conversion to include velux windows.

The PC objected on the grounds that the velux windows contravene the Dark Skies Policy.

Dark Skies Policy:

The Clerk had emailed Russell Chick, Planning Officer, to confirm the position regarding The Island's Dark Sky Policy and what is permissible in terms of building and light pollution, in order for the PC to be consistent.

He had replied that The Island Plan does not contain policies directly related to dark skies, but it is an issue that they consider to be important in terms of landscape character and so relevant to policies SP5, DM2 and DM12. However, the AONB Management Plan does contain a section related to tranquility and dark skies, as set out within Section 13 of the document. This sets out policy guidance on the dark skies issue. The AONB Management Plan is part of the key guidance related to the Island Plan and so they will refer to it where necessary. Link to the AONB Management Plan given.

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

22/00627/CLEUD Silver Glades Caravan Park, Solent Road, Shalfleet: Lawful Development Certificate for use of land as a caravan site all year round in breach of condition 4 of planning permission reference TCP/7007D/SB/237.

It was noted that the IWC Planning website was down due to maintenance until Friday 13th May, though comments could still be emailed through.

Both Cllr Spink and Cllr T Cowley had asked for an extension to this deadline but this had been declined.

See comments made during Question Time.

The PC agreed the consultation period should be extended by 21 days, as some documents had yet to be supplied and put on the IWC website.

Cllr T Cowley commented that the static caravans that had been left on site were a breach of the previous permission given and referred to emails received from residents that gave more detailed evidence that the site has not been occupied during winter months.

PC **resolved** to object to the LDC application and Cllr T Cowley would put together a comment to be submitted on to the Planning Portal. **Action: TC/Clerk**

22/00523/FUL Land Adjacent to Brackendene and North of West Close with access off Sea View Road, Cranmore: Proposed log cabin to provide a unit of holiday accommodation.

Discussion held on this application and Cllrs noted that residents maintain the road.

PC agreed to object to the application on the grounds:

1. Within an AONB.
2. There would be an increase in traffic on a private road.
3. Support extension of consultation period due to fact Ecology Report not yet on the Planning Portal and there could be further grounds for objection within that.

IWALC Planning Training – session being held on 15th June 6.30 – 8.30 pm at Council Chamber, County Hall. Cllr Hewston and Deputy Clerk booked on.

27/20-21 TO NOTE CLERKS REPORT:

Burt Close – further to the April meeting a resident asked if the street lights at Burt Close could be ‘turned down’. Clerk put in a request to Island Roads and they responded this is not possible.

Parish Crest – have now received the Logo Suite from Shaun Cuff, Graphic Designer and this contains the new PC logo in all the formats we should need. See invoice in accounts for payment.

External Audit – received notice of this, preparing end of year accounts and will then start this process.

Internal Audit – arranged for the Internal Auditor to carry out this audit on Monday 23rd May 2022.

Play areas – Maintenance man had painted the green picnic benches.

S19 – email from Rights-of-Way confirmed new hand rail had been installed on 21st April 2022.

June Meeting – Reminder that the Beaver Recovery Project Officer will be attending to give a talk to you on this project.

Withyfields Tree work – have recently emailed Treecare IW and asked for an update.

Withyfields Bench – report from resident that this had been ‘rocked’ and moved off its fixing. Have asked the Maintenance man to look at and get back to me.

Fleetway Lease – query received from PC Solicitor asking if the PC are happy to take on responsibility for PC tree that is in the middle of the Lord Ross Seat. **Resolved** to agree to this.

Queens Platinum Jubilee: Flasks –These have been ordered and arranged for them to be delivered direct to the school. Chairman asked that a postcard accompany these stating they are a gift from the PC to mark the Jubilee – Deputy Clerk designing and printing these.

Conservation Area Appraisal – have confirmed the PC happy with the tender for this. He has a couple of projects on at the moment but will keep PC posted. Noted that Val Gwynne would be happy to be involved in this.

New Memorial to mark the site of the Bomber – this will go on the June agenda for discussion, so Cllrs asked to have a think about any ideas they may have for then.

Defibrillator – have asked the Deputy Clerk to obtain prices from other companies as the one ordered has not materialised.

Computers – pleased to say now have had the laptop and gifted computer upgraded and monitor obtained. Also having new version of Word put on all three Parish Office computers (was 2007 version).

Deputy Clerk – pleased to report Amy has passed her ILCA (Introduction to Local Council Administration) and has a framed certificate.

Environment Agency – it was noted that property owners along The Caulbourne had received letters about a Flood Warning Survey.

Island Roads – Mr Dunkley had reported in a problem with the entrance to Hamstead Road and fact it has a piece sticking up that could damage a car undercarriage. Clerk reported through to Island Roads and then pushed for work to be done. Email received this week said if the private road section was built up, the level difference would be reduced – as no actionable safety defect on the Project Network, they have closed the enquiry. Copy of email given to Mr Dunkley. PC agreed they had done on they could in this matter.

28/22/21 COUNCILLORS REPORTS:

Cllr Thomas Cowley – report circulated on meeting held with the Headteacher of Shalfleet CE Primary School and Cllr Stables. He said the flasks to be given to School/Pre-School children would be presented to a representative from each class, (rather than each individual child) at 1 pm on Friday 10th June 2022.

He was also liaising with the Headteacher to change the PC October meeting to 10 am with some of the older children attending for Question Time. This should also hopefully fit in with Cllr Steve Hastings being able to attend.

Cllr Hewston – 28th April - attended IWALC Topic Meeting – report circulated (on file).

4th May – attended IWALC Code of Conduct Training. IWALC bulletin circulated which gave a general report on this.

5th May attended LAF meeting - report circulated (on file).

9th May held Jubilee meeting at Newbridge Community Centre – 3 fund raising evenings planned. Discussion held on how to improve more use of the Centre i.e. information from Aspire to make a hub for the area. Encouraging membership, for which the fee is £7 p.a.

First fund raising event is to be a Beetle Drive on Friday 20th May 2022 at 7 pm. Poster shown.

Cllr Stables - made mention to an email regarding Aspire Ryde starting a Community Hub at Newbridge and the PC giving a donation towards this. It was noted this item would go on the PC June agenda and their accounts had been received in readiness.

It was also agreed that an item go on the agenda to discuss the PC giving a donation to charities (as mentioned in the Order of Service,) in memory of Ian Broad. **Action: Clerk**

Cllr Ingram - confirmed he would be planting up the Newbridge planters within the week, ready for Spring.

29/21/22 TO AGRE TO ARRANGE A MEETING, WITH INTERESTED PARTIES, TO DISCUSS COMMUNITY LED HOUSING WITH MR JOHN PRICKETT, COMMUNITY LED HOUSING OFFICER:

The Chairman said one of the main things required for Community Led Housing was a site. He felt Bouldnor Field was not appropriate and at the moment had a covenant on it anyway. He said the PC could promote a scheme but not lead one – at least a third of a team/Land Trust to take forward should be non Cllrs.

Cllr Hewston declared an interest in this matter as she is now a Trustee of Island Cottages Housing Association (formed in 1938). It was noted that they deal in rented, social housing and may be interested in a scheme such as this, for a suggested 6 – 8 units. Have some in Brighstone and Shorwell.

A Land Trust retains the site and a Housing Association manage.

Noted the planning application that is to be submitted by Mr Jacobs has 24 affordable unit.
Resident mentioned the Almshouses in Shalfleet.

Resolved an item in PC News (which goes on PC website) be added asking if anyone knew of a suitable site to contact the Clerk and Clerk arrange a meeting when she is available, with Mr Prickett and Mr Jacobs. **Action: Clerk**

30/22/23 TO CONSIDER WHETHER TO MAKE THE TIME OF PC MEETING/S EARLIER TO FACILITATE THE ATTENDANCE OF CLLR STEVE HASTINGS:

As Cllr Hastings is also a Parish Cllr for Brighstone, he gets summoned to their meetings, which are on the same night.

Cllrs agreed that as a morning meeting was planned for October, to let him know of this, once confirmed. **Action: Clerk**

31/22/23 TO CONSIDER REQUEST FROM WELLOW RESIDENTS FOR SOME TYPE OF ‘BOLLARDS’ TO BE INSTALLED ON THE CORNER VERGE OUTSIDE WELLOW MILLENNIUM GREEN TO PREVENT PARKING – PHOTOGRAPH CIRCULATED TO COUNCILLORS.

After discussion Cllrs agreed that they did not want bollards installed on the verge outside Millennium Green. They felt that the rocks/stones which had been put on the verge, (outside the hedge line,) opposite the Green, displaces the traffic. They agreed Island Roads be asked to improve the verge that has been driven over and also have the rocks on the verge opposite removed.

Action: Clerk

32/22/23 TO REVIEW THE PARISH COUNCIL RISK ASSESSMENT:

Copies circulated to Cllrs. Cllrs duly reviewed and agreed this policy.

Meeting closed at 8.55pm

Next meeting will be held on Wednesday 8th June 2021 at 7.15 pm at Wellow Institute.

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