

SHALFLEET PARISH COUNCIL

MINUTES OF THE MEETING OF SHALFLEET PARISH COUNCIL HELD AT SHALFLEET CE PRIMARY SCHOOL ON WEDNESDAY, 14TH SEPTEMBER 2022 AT 6.30 PM

Present: Cllrs: S Cowley (Chair), H Hewston, S Stables, T Cowley, A Ingram
IW Cllr. Peter Spink
12 members of public
Clerk: Sally Woods
Deputy Clerk: Amy Parkinson

69/22-23 CHAIRMAN'S WELCOME:

The Chairman said:

Her Majesty Queen Elizabeth II

We of Shalfleet Parish Council are deeply saddened by the death of her Majesty the Queen. As our Sovereign she faithfully served the nation during her long and glorious reign gaining a very special place in our hearts.

We are pleased that we were able to follow her wishes and plant a Green Canopy of trees at Bouldnor Field to celebrate her 70 year reign.

We extend our heartfelt sympathy to the Royal Family.

The Chairman asked those present to stand for one minute silence.

All said God Save the King.

The Chairman welcomed everyone to the meeting.

70/22-23 SIMON JACOBS ATTENDING TO PRESENT REVISED PLANS FOR THE BURT CLOSE EXTENSION:

Simon Jacobs (and his architect Andrew Neale,) presented revised plans for the proposed 70 dwellings for Burt Close.

He said he wanted to update people about Anne's Green (to the South of Burt Close).

Revisions include roof design and cladding. The revised planning application had been submitted about 10 days ago.

Mention made of:

properties were available for those who live, or have a close association with the Parish, for the first six months.

Discussions had been held with Planning Officers on this.

Southern Water – foul water – engineered reedbed (plans submitted were on private land), nitrate offset – to improve issues at Newtown and Shalfleet Creek.

Bats and lighting.

Layout to remain pretty much the same but to include 13 chalet bungalows.

Questions asked around the consultation deadline, Southern Water, housing need and getting on the Housing Register.

Discussion held on DIPS, footpaths, affordability (24 properties of the proposed development classed as affordable), s106 and local lettings agreements and safe route to the local Primary School.

The Chairman confirmed the revised planning application was not on the Planning Portal yet. He thanked Mr Jacobs and Mr Neale for attending and they and 5 other members of the public left the meeting.

71/22-23 WARD COUNCILLORS REPORTS:

Cllr Steve Hastings – no report.

Cllr Peter Spink – presented report at the meeting and confirmed the DIPS meeting had been cancelled due to the sad passing of the Queen. He said this would either go to the October meeting or an Extraordinary meeting would be called. The Chairman thanked Cllr Spink for his report.

72/22-23 APOLOGIES FOR ABSENCE: Cllr P Broadhead, Cllr S Hastings

73/22-23 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS:

Cllr S Cowley – all things Lee Farm, Yarmouth Town Council, Yarmouth Town Trust and Wight Nature Fund.

Cllr T Cowley – Camp Wight, Mill Copse - Wight Nature Fund and Yarmouth Town Council.

Cllr A Ingram – Yarmouth Town Council.

74/22-23 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS:

None received.

75/22-23 i) TO CONFIRM AND APPROVE THE MINUTES OF THE MEETING HELD 13th JULY 2022: Copies had been circulated:

Cllr Hewston proposed the Minutes of the meeting be agreed, seconded by Cllr Stables – **resolved**.

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

ii) TO CONFIRM AND APPROVE THE MINUTES OF THE PLANNING MEETING HELD 3RD AUGUST 2022: Copies had been circulated:

Cllr Hewston proposed the Minutes of the meeting be agreed, seconded by Cllr Stables – **resolved**.

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

76/22-23 30 MINUTE QUESTION TIME (3 minutes per member of public): None.

77/22-23 PLANNING:

a. Updates and decisions:

Approved by IWC:

22/01113/HOU Woodcote Cottage, Hamstead Drive, Shalfleet: Demolition of existing extensions and garage; proposed single storey rear extension; refurbishment of exterior including cladding to existing two storey extension; replacement garage.

22/01165/LBC for above.

Application commented on between meetings:

22/01294/HOU Cider Cottage, Main Road, Wellow: Proposed single storey front and rear extensions to form bedroom, bathroom, carer ensuite, indoor therapy pool and therapy room. The Parish Council had no objections to this application.

22/00627/CLEUD 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/SB237 at Silver Glades Caravan Park, Solent Road, Cranmore.

The Parish Council objected to this application (as it had the previous application, with the same reference number). It was **resolved** another letter of objection be sent using Plan Research, which was sent to the Case Officer.

b. To agree comments on application:

22/01397/HOU Cranmore Lodge, Ningwood Hill, Cranmore: Proposed alterations, single storey extension and extension at first floor level.

The Parish Council had no objections.

22/01491/HOU Cranmore Lodge, Ningwood Hill, Cranmore: Retention of replacement boundary fence, gates and driveway improvements.

The Parish Council had no objections.

22/00989/FUL Land adjacent Warlands Lane, Off Burt Close, Shalfleet: Redevelopment of Site to provide 70 residential units to include associated roads, landscaping (amended plan).

Resolved as the revised application was not yet on the Planning Portal/advertised, the PC defer making comment until it is.

78/22-23 FINANCE/REPORTS: The Clerk confirmed the budget situation.

i) To consider giving a donation towards 2023 Island Games (accounts and information circulated to Cllrs).

Cllr S Cowley proposed £250, seconded Cllr Hewston.

Cllr Stables proposed £200 – **resolved** by majority vote.

Action: Clerk

ii)

iii) To resolve to pay Plan Research £150 to submit a planning comment on behalf of the Parish Council.

Resolved this be paid.

iv) To agree in principle for a new recycled plastic seat to be installed at Bouldnor Field – quotes to be obtained for a future meeting.

Clerk informed meeting that the existing seats were located in the play area where no dogs were allowed. Request from resident with mobility issues and a dog, for a seat on the opposite site of the field from the play area.

Cllrs agreed Clerk obtain quotations for a new recycled plastic seat for the far side of the field, opposite the walkway to Bouldnor Mead.

Action: Clerk

v) To agree to pay the £120 cost for the Deputy Clerk to undertake FILCA (Financial Introduction to Local Council Administration).

Resolved this be paid.

Action: Clerk

vi) To agree to purchase 2 x Remembrance Day Wreaths for the service at Yarmouth and Shalfleet Church, at a cost of £40 and amount to give as donation.

Resolved PC purchase two wreaths with badge £40 and give a £50 donation. **Action: Clerk**

vii) To consider purchasing a defibrillator for Wellow and where it could be placed.

The PC agreed to purchase a defibrillator for Wellow and this go on a future agenda once a location has been arranged. Suggestions made of the phone box outside The Old Post Office in Wellow and Wellow Institute – enquires to be made. **Action: Clerk**

viii) To consider putting on some more defibrillator training.

Clerk had spoken to IW Ambulance Service who can provide training at a cost of £10 per head with a minimum payment of £150.

This can be booked via their website.

Cllrs agreed need to gauge the number of people interested before setting this up. Posters to go up asking people and also mention in Village News.

ix) To agree cost for purchasing display screens – prices available at the meeting.

Initially to be used at the IWALC presentation event on 24th September 2022 but will be useful at future events i.e. CLH. Boards to be 3’ high and 3 x 2’ wide. Deputy Clerk had circulated quotes:

Aosonline - £628.20 inc. VAT

Amazon - £582.14 inc. VAT

Viking Direct - £604 inc. VAT

WBS - £499 plus VAT

Resolved these be ordered through WBS as they are an Island firm.

Action: Clerk

x) To approve list of payments (copies emailed to Cllrs) - resolved

Cheques and payments for August 2022

| Chq No. | Paid to | For | Amount |
|----------------|----------------------|----------------------------------|---------------|
| SO | Sally Woods | Salary | 900.00 |
| BAC | Sally Woods | Remainder Salary + mileage | 397.02 |
| BAC | Amy Parkinson | Salary + mileage | 274.72 |
| DD | BT | Phone & Broadband | 53.34 |
| DD | BT | Sim card | 13.18 |
| BAC | Churchers | PC Legal fees for Fleetway Green | 20.00 |
| BAC | WW Sports Centre | Donation | 3000.00 |
| DC | Amazon | Tablet case | 16.98 |
| BAC | Wellow Lit Institute | Donation | 5000.00 |
| BAC | Victim Support | Donation | 250.00 |
| BAC | Shalfleet School | Donation | 5000.00 |
| BAC | Herts Assoc | Civility Training | 60.00 |

TOTAL

£14,985.24

Cheques and payments for September 2022

| Chq No. | Paid to | For | Amount |
|----------------|----------------------|----------------------------------|---------------|
| SO | Sally Woods | Salary | 900.00 |
| BAC | Sally Woods | Remainder Salary + mileage | 373.96 |
| BAC | Amy Parkinson | Salary + mileage | 228.27 |
| DD | BT | Phone & Broadband | 77.95 |
| DD | BT | Sim card | 13.18 |
| BAC | Chessell Woodyard | Oak for Queens Canopy plaque | 420.00 |
| BAC | WBS | Stationery | 76.02 |
| BAC | Newbridge Com Centre | Rent for Parish Office + meeting | 2530.00 |
| BAC | Wight Computers Ltd | Web Hosting + SSL Certificate | 156.00 |

Cont.

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|-----|-----------------------|---|------------------|
| BAC | Brighstone Lands Ltd | Tree watering | 480.00 |
| DC | Community Land Trust | Part year membership | 45.33 |
| BAC | Island Webservices | Website updates | 144.00 |
| BAC | S Cowley | Chairmans Allowance | 200.00 |
| BAC | The Island Copier Co | Photocopier Contract | 134.69 |
| BAC | WBS | Stationery | 3.04 |
| BAC | Wicksteed Leisure Ltd | Bearing etc. for Rotator play equipment | 145.32 |
| BAC | Plan Research | Letter of Objection | 150.00 |
| | | TOTAL | £6,077.76 |

79/22-23 TO AGREE WHO WILL LAY THE WREATHS AT YARMOUTH AND SHALFLEET CHURCH:

Agreed Cllr S Cowley would lay the wreath at the Yarmouth Service of Remembrance and Cllrs Stables and Hewston at Shalfleet Church. **Action: SC/SS/HH**

80/22-23 TO FINALISE PLANS FOR A NEW MEMORIAL TO MARK THE CRASH SITE OF THE MOMBER AEROPLANE AT EADES FARM (it will be 80 years ago on 20th December 2022):

Cllr T Cowley had agreed to seek quotes for this – at the last meeting mention of a piece of Portland stone was mentioned. He had contacted Wight Stonemasonry but they had not responded, and Cllr T Cowley said if further quotes required, he did not have time.

Clerk stressed that if the PC wish for quotations to be sought, she would need clear direction and specification i.e. size of stone – plaque or stone to be carved? Are list of names and rank, to go on. Is the site accessible to install memorial?

Resolved this matter be deferred until the October meeting and Cllrs asked to think about the specification they would want. **Action: Cllrs**

81/22-23 TO DISCUSS WHETHER TO SUPPORT AN APPLICATION FOR THE NEW INN, SHALFLEET AS A VILLAGE ASSET:

Information from Mr Rhod Powell emailed to Cllrs. It was noted that of the 5 public houses on the Asset List, 4 had been nominated by the appropriate Parish Council. After discussion Cllrs **resolved** that they would support listing the New Inn, Shalfleet as a Village Asset and the Clerk and Mr Powell work together to do this. **Action: Clerk/RP**

82/22-23 CIVILITY AND RESPECT – those Cllrs attending workshop to report back:

Discussion on the recent webinar. Some Cllrs had not thought it worthwhile. Clerk suggested PC put on their own training and perhaps open it up to the West Wight group of Councils. Clerk asked to look into who could undertake this training. **Action: Clerk**

83/22-23 TO NOTE THE CLERKS REPORT:

Bouldnor Field:

Pothole at entrance – Island Roads coned off straight away after reported in. Phoned next day to say will fill with type 1 and compact down and come back later in year to put in soil and grass seed when weather not as dry.

S106 Footpath – chased all parties mid August – Planning Officer confirmed the legal agreement required for the alternative footpath is agreed in principle with the developer, has been drafted and they are waiting to hear back.

Queens Canopy – oak post ordered and arranged for maintenance man to collect. Have taken him the plaque and he will fit and install at Bouldnor Field. Location needs agreeing?

Play areas:

Bouldnor gate post – Maintenance man had straightened and added new rubber.

Outdoor Gym – information on how to use, (in the form of metal plaques,) obtained from Wicksteed and delivered to the Maintenance man, who has fixed to the equipment (these should have been supplied at the time of delivery).

Tour of Britain – negotiated PC receive £750 for use of field – maximum of 200 cars in area to be taped off, marshalled, with portaloos and recycling bins. Event cancelled due to the death of the Queen.

Newbridge:

Swing barrier – as there is not a phone box in Newbridge anymore, Maintenance man removed the yellow sticker regarding this from the barrier.

Rotator – new bearings ordered and with Maintenance man for fitting.

Planters – asked Mr Ingram to re-plant those in Newbridge as they are looking a bit dire.

Fleetway Green:

Memorial Seat – confirm this has been added to the PC insurance and asset register.

Attended the Blessing of the seat on 16th August which was well attended by 36 people (including 8 family members) and 6 dogs.

Lord Ross Seat – confirm this has been painted by the Maintenance man.

Tree stump – Brighstone Landscaping Ltd removed at no cost to PC.

Outdoor gym and swings have been ordered by Deputy Clerk and she is liaising with the companies involved regarding location and installation etc.

Speeding Traffic/safety of children – request from resident for PC to consider installation of speed bump to slow traffic down the traffic entering Fleetway. Put request through to Island Roads. Cllrs agreed Clerk ask Island Roads for more information on what can be done and Cllr S Hastings to be copied in. **Action: Clerk**

Seats – all PC seats have either had a clean, touch up or re-paint, depending on their condition.

Stream signs – have all been cleaned.

Burt Close – query raised with Sovereign over s106 confirmation regarding re-letting – emails circulated to Cllrs.

Training – IWALC Clerks Training event - Deputy Clerk had agreed to attend.

Civility and Respect Webinar for Cllrs - Clerk booked 4 Cllrs on to this webinar being held 12th September 2022 at 1.30 pm at a cost of £15 per delegate.

Defibrillator – confirm the new defib and cabinet have been added to the PC insurance and asset register.

Have asked the Deputy Clerk to look into obtaining a grant for one for Wellow. Agenda item. The Circuit emailed to say the defib at Shalfleet Stores may have been used – phone Store who confirm it was not there. Ambulance Control confirmed the defib had been deployed during the early hours. Ambulance Control restocked it, returned it and updated The Circuit.

Website – changes to the website to reskin/accommodate the new logo have been undertaken at a cost of £144 (inc VAT) and this will come out of the IT budget.

Planning

Land at Lucketts – arranged a site meeting for 2nd August 2022 at 12 noon.
Subsequent Planning meeting held 3rd August 2022 at 6 pm.

Community Centre – problems with outside door hopefully resolved. Electrician came to complete paperwork for defibrillator as Trustees had asked for a certificate. Whilst here, they found the electrics had not been checked since 2005.

Invoice received for ‘Lease agreement’ – Clerk said she could not accept this as the PC do not have a Lease with the Trustees – it expired. They agreed to send a revised invoice, for rent. They hope to hold a meeting to discuss the rent of the premises in due course.

Community Led Housing – meeting held 3rd August 2022 to look at a site within the Parish. There is a need for more people to join this group – advertised again in ‘Village News’. Cllrs S Cowley, Hewston and Clerk attended webinar on 30th August, together with John Prickett, on Local Lettings and CLT.

Ningwood Hill – Mr Dunkley again contacted the Clerk and asked for speed checks to be carried out on Ningwood Hill, despite the PC informing him it could do no more.

External Audit – sorted some queries on the Bank Reconciliation, amended form and Chairman and Clerk initialled changes and revised form sent.

Deputy Clerk Contract of Employment – drew up a draft Contract and sent this to Chairman and Vice-Chairman for agreement. Agreed, Chairman signed and given to Deputy Clerk.

BT – arranged new 2 year contract for phone and broadband which includes fibre enhanced, digital line.

Malthouse Green/ Jubilee tree – contacted Southern Housing to ask permission for oak tree to be planted. Reply confirmed they would canvas the residents and get back with answer.

Victim Support – letter of thanks received for PC donation.

IW Best Kept Village Awards – invitation received – Cllr Hewston + one to attend.

Speedwatch – contacted Police and obtained some posters advertising for volunteers which have been displayed through the Parish.

84/22-23 TO NOTE COUNCILLORS REPORTS:

Cllr H Hewston: 20th July – Equality & Diversity training through IWALC.

28th July – Environment & Sustainability, IWALC Exec & AGM.

2nd August – Lucketts Planning consultation.

3rd August – Community Led Housing and PC Planning meetings.

16th August – Fleetway Seat dedication.

12th Civility & Respect webinar.

Resident of Shalfleet has asked if a commemorative tree could be planted for the Queens Platinum Jubilee. Agreed this be a future agenda item. **Action: Clerk**

Cllr T Cowley: Mentioned IWC Environment Officer attended Yarmouth TC meeting and she was very informative. **Resolved** invite her to a future PC meeting. **Action: Clerk**

It was noted a new drain cover had been installed on the road by the New Inn.

Cllr A Ingram: Enquired about the overgrown hedge at Ningwood Car Park, used by the school. The Clerk confirmed the PC lease this to IWC and it is stated in the lease that they are responsible for hedge cutting.

Mentioned Southern Water leaving Station Road works for a few days and road will be open but closing again following week.

Cllr S Cowley: Mention made of Nolan Principles and Code of Conduct.

Asked Clerk to arrange for the Queens Canopy to be mown between the trees and to find out how many trees have been lost. **Action: Clerk**

Commented the hedge was doing well.

Warm Spaces – asked Cllrs to think about helping to provide these in the Parish for families and residents. Request this go on future agenda. **Action: Clerk**

85/22-23 COMMUNITY LED HOUSING UPDATE:

A good meeting held 6th September 2022 when those present completed a Grant Funding form, with partner landowner, which will go before the Board at the end of September.

Joined the Community Land Trust.

Next meeting 5th October 2022 at 11 am to look at the type of units/properties proposed for the site.

86/22-23 TO NOTE LETTER FROM IWC ON COUNCIL TAX REDUCTION SCHEME CONSULTATION AND AGREE ANY COMMENT THE PC WISH TO MAKE:

Letter noted.

87/22-23 TO REVIEW THE PARISH COUNCIL COMPLAINTS PROCEDURE:

Copies circulated to Cllrs.

Next scheduled meeting will be held on Wednesday 12th October 2022 at 10 a m at Shalfleet CE Primary School. The Deputy Clerk will service this meeting.

Meeting closed at 8.15 pm