

## SHALFLEET PARISH COUNCIL

### MINUTES OF THE MEETING OF SHALFLEET PARISH COUNCIL HELD AT SHALFLEET CE PRIMARY SCHOOL ON WEDNESDAY, 12<sup>TH</sup> APRIL 2023 AT 7.15 PM

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

#### **1/23-24 CHAIRMAN'S WELCOME:**

The Chairman welcomed everyone to the meeting. He apologised for the lack of heating and said the PC did not have to pay any hire charge at this venue but may have to review this if weather does not improve.

#### **2/23-24 TO NOTE WARD COUNCILLOR'S REPORTS:**

**Cllr Peter Spink** – Report given and noted. An application for Tapnell Farm was going to planning committee later in the month.

He confirmed the tree felling at 'Silver Glades' was in the hands of the Crown Prosecution Service, and they will be prosecuting.

Mrs Cowley gave Cllr Spink information on where a footpath between Thorley and Wellow should go. Also said the bus stop next to WW Alpacas was recommended for improvement and this had never been done, meaning there was nowhere safe to stand whilst waiting for the bus. Suggested the bus stop in the WW Alpacas entrance.

Cllr Spink agreed to look into these matters.

Cllr Broadhead congratulated him for getting action taken regarding 'Silver Glades'.

**Cllr Nick Stuart** – Report given and noted. He made mention of Wightfibre and the number of complaints he had received from residents. Discussion followed on several problems – wind blowing over barriers, road closure signs suggest you cannot get through, when you can. Tried to obtain a programme of works to no avail.

He would be doing a newsletter.

Held a traffic meeting in Brighstone – was in the Parish magazine. Brighstone Speedwatch Team now has 5 members plus camera and batteries. It was noted Shalfleet PC also had these.

IWC – housing – said lessons learnt from Burt Close regarding the Blanchards shared ownership and rental properties to ensure they are for local people. He speaks to Vectis Housing on a regular basis.

Made mention of the IWC Community Plan – hedges, road markings, and Mill Road which should be resurfaced.

Discussion on housing targets, the Island Plan and exceptional circumstances. He said economic development was his area of expertise i.e. business parks on The Island.

Cllr T Cowley said the drains near Shalfleet traffic lights were still a problem and he had done another report through to Island Roads.

The Clerk asked Cllr Stuart if he had an update on the Worm Farm after she had sent numerous emails through to him on this. He thanked her for the reminder.

The Clerk mentioned an email the PC had received from Island Roads regarding Hamstead Road junction with Ningwood Hill. It acknowledged the grass island which previously sat within the junction was cut by the Highway Authority on safety grounds to minimise any

potential visibility issues and it was removed in 2017 with the area being reinstated by IR as carriageway. IR have continued to maintain the footprint of the former grassed island as carriageway as a gesture of goodwill. However, as the junction/apron has been identified to fall outside the limit of the adopted highway they are not in a position to spend public money to remodel the area in question. Apologies if this not the answer the PC were hoping for. When requested by Cllr Spink – Clerk gave him the copy of this email. She will also inform the resident who initially reported this in.

Mrs Cowley reported hang-gliders had been trying to land on Millennium Green and queried the regulations on where they could land.

Cllr Stuart said he was also liaising with Southern Water on several matters.

**3/23-24 APOLOGIES FOR ABSENCE:** None.

**4/23-24 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS:**

Cllr Hewston declared a nonpecuniary interest in CLH as the IWALC representative for CLH. Cllr T Cowley declared a personal interest in the Coronation donation request discussions as his wife is Chair of the Wellow Millennium Green Committee.

Cllr A Ingram declared a personal interest in the Coronation donation request discussions as he is on the Wellow Millennium Green Committee.

**5/23-24 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS:** None received.

**6/23-24 TO CONFIRM AND APPROVE THE MINUTES OF THE MEETING HELD 8<sup>th</sup> MARCH 2023:** Copies had been circulated:

Cllr Broadhead proposed the Minutes of the meeting be agreed, seconded by Cllr Hewston – **resolved**. The Minutes having been agreed were signed by the Chairman as a true record.

**7/23-24 30 MINUTE QUESTION TIME (3 minutes per member of public):** None.

**8/23-24 PLANNING:**

**a. Updates and decisions:**

**Approved by IWC:**

**22/02214/HOU 2 The Firs, Wellow Top Road** – proposed timber garden shed.

**23/00117/LBC Woodcote Cottage, Hamstead Drive** – Listed Building Consent for demolition of existing extensions and garage; proposed single storey rear extension; refurbishment of exterior including cladding to existing two storey extension (revised scheme).

**23/00087/HOU 6 Water Edge, Shalfleet:** Proposed single storey extension; alterations to include raised deck to rear.

**Refused by IWC:**

**RE: 23/00428/6PA Lucketts Copse, Bouldnor Road** – Agricultural prior notification for forestry barn with loading bay/turning area: after the Deputy Clerk queried this with the Planning Department they confirmed the application did not meet the criteria to be dealt with as a prior notification due to the size of the plot, it will therefore be refused and if they wish to proceed a full application would be required. **Refused by IWC.**

**Housing scheme to include on-site affordable housing in Wellow** – email received informing the PC that a planning application for 16 properties would be submitted to the Planning Department shortly. 8 properties for sale on the open market and 8 affordable units, coming under Vectis Housing.

**23/00299/HOU Wellow Alpaca Stud, Main Road** – proposed detached garage.

This application fell between meetings, so the Cllrs sent comments to the Deputy Clerk via email. Cllrs had no objections.

**Appeal – 22/00705/FUL Longlast, Cranmore Avenue, Shalfleet:** Letter giving notice of Appeal received regarding this planning application. The Parish Council had no objection to this planning application (as per July Minutes – this was not put on the portal as at the time the Deputy Clerk believed if the PC had no objections, no comment was required). Cllrs agreed Clerk inform the Planning Inspectorate the PC had no objection via their Portal. **Action: Clerk**

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

**23/0666/HOU Oaklands, Solent Road, Shalfleet** – proposed single storey rear extension: The Parish Council had no objections to this planning application.

**23/00416/FUL Dodpits Dairy, Warlands Lane, Shalfleet** – demolition of barn; proposed residential dwelling.

Resident had contacted the Clerk with concerns over the cesspit and stated the properties at ‘Little Acres’, adjacent to this, had regular smell coming forth as the cesspit overflows. Noted this was not a material consideration. Clerk read email she had received from Cllr Hewston on the application.

After discussion the Councillors agreed to object to this application, as the same grounds they had given previously for the site:

1. Light pollution from the proposed roof lights.
2. Over development of a rural site where local services have been considered inadequate to support development.

Also, although not a material consideration, to comment the PC had concerns over foul sewage – cess pit.

**182/22-23 FINANCE/REPORTS:**

Cllr Stuart gave his apologies and left the meeting.

**i) To Review the Parish Council Financial Regulations (circulated to Cllrs):**

**4.5** - Amend second sentence to read ‘Clerk and a Councillor...

**9.2** – delete ‘wherever possible’ and add ‘or BACs’.

**11** – Grants – The Chairman said he was going to suggest a limit for those who do not have accounts.

Cllr Broadhead said the PC needed to cut the budget and proposed £50 maximum amount for a year be given to everyone who asks for a financial contribution, to be reviewed in a year.

Discussion followed. Cllr Broadhead said, with respect, there had been two large amounts of expenditure that had been the result of casting votes and the PC had spent too much and need to cut back for a year.

Cllr Stables proposed the PC set a ceiling for smaller charities or all have the same amount, with a similar upper limit for places such as the school and sports centre. She said the amounts open for debate.

Cllr Ingram agreed that although there was £5,000 in the donation budget if PC cut back it would build up money for future things.

Cllr T Cowley proposed the financial regulations section 11 remain as is, no seconder.

Cllr Broadhead proposed a £75 upper limit for one year, to be reviewed in 12 months.

Cllr Ingram proposed a £50 limit.

Cllr Stables proposed a £250 upper limit – no seconder.

Cllr Broadhead withdrew her proposal of a £75 upper limit and seconded Cllr Ingram’s proposal of £50.

Cllr Stables proposed a £250 upper limit for larger organisations i.e. WW Sport Centre, Millennium Green, School/School Leavers, Village Hall, Wellow Institute. Vote taken: 4 For, 2 abstained.

Cllr Stables proposed £50 limit for smaller groups and Clerk to add section in Financial Regulations to this effect (and £250 limit for larger groups) – to be reviewed in a year. Vote taken: 4 For, 2 abstained, motion carried.

**12.3** - All sums due to the Council will be banked as soon as possible.

**13.2** - £250 to be increased to £500.

**13.3** - £250 to be increased to £500 but below £2,500, to be increased to £3,000.

**13.4** - All tenders over £2,500, to be increased to £3,000.

**13.8** – An official order or letter... to have ‘email’ added.

The Financial Regulations were then agreed with the alterations above. **Action: Clerk**

- ii) **To consider whether there is a need to increase frequency of litter bin emptying at Fleetway, Shalfleet. Currently monthly, to increase would cost £3.20 per week, so if increased to fortnightly = £38.40 p.a.**

**Resolved** Clerk arrange for a fortnightly collection.

**Action: Clerk**

- iii) **To consider request from West Wight Timebank for a donation (accounts and Chairmans report circulated to Cllrs):**

**Resolved** £50 be given.

**Action: Clerk**

- iv) **To consider request for financial contribution towards the Wellow Coronation Event (accounts and information circulated to Cllrs):**

- v) **To consider request for financial contribution towards the Newbridge Coronation event (information circulated to Cllrs):**

- vi) **To consider request for financial contribution towards Shalfleet Village Hall Coronation event (accounts and information circulated to Cllrs):**

Cllr Broadhead propose the PC give £50 to all three events, seconded Cllr Ingram – **resolved**.

**Action: Clerk**

- vii) **To approve list of payment (copies circulated to Cllrs):**

Chq No.	Paid to	For	Amount
SO	Sally Woods	Salary	900.00
BAC	Sally Woods	Remainder Salary	263.76
BAC	Amy Parkinson	Salary + £10.80 mileage	294.04
DD	BT	Phone & Broadband	59.94
BAC	Ringway Island Roads	Dog Bin emptying Nov 22 – March 23	192.38
DC	SoundCloud	Next Pro Recording programme	10.00
BAC	Island Copier Co Ltd	Photocopier contract	138.32
BAC	Newbridge Com Centre	CLH Meeting hire charge	30.00
BAC	BCM	Valuation of Bouldnor Field	480.00
BAC	Brighstone Landscaping	Supply/replant 21 trees Bouldnor	174.00
<b>TOTAL</b>			<b>£2,542.44</b>

March Bank Reconciliation circulated to Cllrs.

Noted precept of £45,793 had been received from IWC.

### **10/23-24 TO CONSIDER MANAGEMENT OF BOULDNOR FIELD AND WHETHER TO PLANT MORE TREES, TO INCREASE CORONATION AVENUE:**

It was noted the top area is cut more frequently than the bottom and the football pitch cut more often still. Agreed grass between ‘Avenue’ be cut and the rest done as per contract.

Discussion on whether to plant further trees to increase the length of the recently planted ‘Coronation Avenue’ to honour the new King. Issues such as access for emergency vehicles, cost of watering (£400 spent watering Queens Canopy last year) debated. Cllr T Cowley said

as he had planted the avenue, he would be delighted to water these, in dry weather, to ensure the trees successful.

When asked by Cllr Broadhead, Mrs Cowley said the trees, which help reduce carbon footprint, came from the Woodland Trust and she had applied under Wellow Millennium Green and Institute – after 5 days notice, they had been sent. It was not certain if more free trees would be available. No decision made.

Cllr T Cowley asked Clerk to arrange for the plastic tree guards to be removed from around the hedge plants. **Action: Clerk**

The Clerk reported a resident of Withyfields had suggested 3 trees could be planted there.

### **11/23-24 TO AGREE LETTER OF AGREEMENT BETWEEN THE WITCHARDS AND THE PARISH COUNCIL REGARDING THE CRASH SITE MEMORIAL:**

The Clerk had drafted out an agreement letter between the PC and Mr and Mrs Witchard.

Cllr T Cowley asked for two amendments be made before the letter sent – ‘corten’ is one word and add the fact the memorial will sit on a concrete base – **resolved.** **Action: Clerk**

### **12/22-24 TO NOTE THE CLERKS REPORT:**

**Squirrel Warning Sign** – Deputy Clerk displayed sign (which local child had designed) in noticeboard and on Newbridge bus shelter. One laminated copy given to Cllr Hewston to give to child for her to display.

**Archives and WW Heritage Centre** – spoke to Chloe Sutherland about local archives and the fact the WW Heritage Centre would be prepared to take any. Chloe said a lot are on computers and we discussed a section on the PC website for these, which the PC had previously agreed to. She was very grateful and said she would talk to people and go and visit the WW Heritage Centre.

**Bouldnor Field** – request under the FOI Act from Christopher Scott for a copy of the email from the PC Solicitor in 2018 relating to the Covenant, confirm after seeking approval via emailing Cllrs, a redacted copy was sent.

**S106 path** – chased developer on this and he came back to say they are looking to install what was agreed at the site meeting, in late April, giving the land a chance to dry out first. Rights of Way sent a photograph of a similar path they have recently installed in Godshill; circulated to Cllrs.

**Southern Water** – received copy of letter sent to residents living around the Shalfleet Wastewater Treatment Works informing them that construction works will commence on 23 April 2023 for a year, to improve the quality of the water going back into the river. It will also help plan for any future population growth in the Shalfleet area.

Clerk established the work will involve refurbishing reed beds, installing Ferric dosing, making improvements to the existing storm tank and associated pipework. Informed work being done under permitted development. Clerk asked by Chairman to check with Planners if permission approved, email enquiry sent.

Email from Planning Officer confirmed they are looking to approve the application for the reedbed this week. Assumed the SW letter referred to different works. Clerk explained what these were, and that SW had said they would come under permitted development and attached copy of SW letter. He later confirmed this.

**Malthouse Green** – pleased to report the Oak tree, kindly donated by Cllr Thomas Cowley, (to commemorate the Queens Jubilee) guard and plaque has now been planted/installed by the maintenance man. Noted this was looking good.

**Outlook Calendar Training** – thanks given to Cllr Thomas Cowley for taking the time to come to the Parish Office and give some training to the Deputy Clerk and Clerk. They will now send main monthly notices and agendas etc. in this format.

### **Island Roads:**

#### **Double yellow line request for Newbridge, at the entrance to Clay Lane –**

Email received from Island Roads confirmed this request had been put on the HSIR to be considered as part of the District 6 review which is expected to be undertaken later in the year. Informed resident and agreed to chase later in the year, if not heard.

**Hamstead Drive** – resident asked why Island Roads had not put the ‘red asphalt’ down, (which is used to show junctions,) at Hamstead Drive, where there is ‘Keep Slow’ on the road.

Apparently, he said Island Roads had a policy of installing this at junctions such as this. Clerk emailed to ask them the question and copied him in, so hopefully he will also receive their reply.

**Defibrillator at Wellow Institute** – request for more signage – Clerk and Deputy Clerk agreed they would arrange.

### **13/23-24 TO NOTE COUNCILLORS REPORTS:**

**Cllr Stables:** Cllr Hewston and herself had attended the opening of the new school at Freshwater. This had been very well attended and the Bishop had been there. All classes had done something i.e. sung a song. The PC had been invited to go round the whole school at a future date.

**Cllr P Broadhead:** Cllr Hewston and herself had a super time with children and teachers last month, prior to the PC meeting. She reported when asked, the children had said they would like a basketball ring and were happy to fund raise for this. Noted it would need a location as obviously the school grounds locked out of school hours.

**Cllr H Hewston:** Attended IWALC meeting on 30<sup>th</sup> March.

Cllrs Broadhead and Stables would be accompanying her to a meeting at the school on 21<sup>st</sup> April 2023 on community involvement.

### **14/2324 COMMUNITY LED HOUSING:**

#### **i) Update:**

Meeting held on 29<sup>th</sup> March 2023 to go through the applications to join the Working Party. All 5 applicants accepted and had been notified and sent a copy of the draft Terms of Reference and a Declaration of Interest form to complete and sign.

Next meeting on 19<sup>th</sup> April 2023 will look at giving all an update and going through and agreeing the Terms of Reference. Clerk has also sent the members a copy of the PC Code of Conduct which they are asked to abide by.

John Prickett, the CLH Officer, is arranging to meet with members of the WW Village Association Steering Group to tell them more of CLH. They had also asked to meet with the Working Party.

Cllr T Cowley asked for an update on the land change and whether it was on Land Registry. It was agreed to ask at the meeting on 19<sup>th</sup>.

Agreed once the Terms of Reference agreed by the Working Party they should be passed by the PC.

After resident asked, it was confirmed a Community Land Trust would be set up later this year and this would encourage people to truly lead this project.

#### **ii) To look at Clerk’s time and room hire costs:**

The Clerk, as an agreed member of the WP, will not be charging for her time at meetings. She hopes to undertake CLH work during normal contracted hours and will only charge CLH time overtime when needed. She hopes this reassured Cllrs.

**15/23-24 TO NOTE AND AGREE ANY COMMENTS ON THE SHALFLEET CONSERVATION AREA APPRAISAL:**

This had been circulated to Councillors – agenda item deferred to next month’s meeting (Wednesday 10<sup>th</sup> May 2023).

**16/23-24 TO REVIEW THE PARISH COUNCIL STANDING ORDERS:**

This item had been deferred from the March meeting.

The Clerk asked for an item to be added which covered the fact that if a planning application came in between meetings, Cllrs decide if a meeting was required to be called and if not, they send through their comments for collating and submitting to the Planning Portal – agreed.

Also, item 29 the bracket referring to SO No. 65 be removed, as no No. 65 – agreed.

**Resolved** these changes be made to the Standing Orders. **Action: Clerk**

**Next scheduled meeting – the Annual Parish Meeting - will be held on Wednesday 26<sup>th</sup> April 2023 at 7.15 pm at Newbridge Community Centre**

Meeting closed at 9 pm.

Signed .....

Date .....