

SHALFLEET PARISH COUNCIL

MINUTES OF THE MEETING OF SHALFLEET PARISH COUNCIL HELD AT SHALFLEET CE PRIMARY SCHOOL ON WEDNESDAY, 14th JUNE 2023 AT 7.15 PM

Present: Cllrs: S Stables (Chair), H Hewston, S Cowley, T Cowley, A Ingram
Ward Councillor Nick Stuart
Clerk: Sally Woods
Deputy Clerk: Amy Parkinson
5 members of public

33/23-24 CHAIRMAN'S WELCOME:

The Chairman welcomed everyone to the June meeting of Shalfleet Parish Council.

34/23-24 TO NOTE WARD COUNCILLORS REPORTS:

Cllr Peter Spink sent his apologies and said he would be sending through his report. (Duly received and circulated).

Cllr Nick Stuart gave out copies of his report at the meeting and said he would be interested to hear the PC comments on the Eades Farm and Burt Close sites, as he sits on the Planning Committee. He made mention of social rented housing and selection criteria, planning enforcement strategy and fact Parish and Town Councils were to be asked to contribute to the cost of Officers. He believed agricultural ties on properties should remain wherever possible – discussion held.

In his absence, he said he was happy to speak to Cllr Spink on any issues regarding his Ward.

Discussion held on Island Roads and reporting issues, including roadside hedges and verges and a dead badger.

The Clerk asked for an update on the Worm Farm that she had previously sent emails about to Cllr Stuart – he said he had unintentionally deleted his report on this, but Enforcement were taking rigorous action.

He confirmed the residents request for a 'red asphalt – slow' area marked in the road at the Hamstead Drive junction was a matter for Cllr Spink.

Action: Clerk

Thanks were given to Cllr Stuart and he left the meeting.

35/23-24 APOLOGIES FOR ABSENCE: Cllr P Broadhead, Cllr Peter Spink

36/23-24 DECLARATIONS OF INTEREST REGARDING AGENDA ITEMS: None.

Cllr Hewston said she would declare these as and when they arose.

37/23-24 TO ACCEPT ANY DISPENSATIONS FOR AGENDA ITEMS: None received.

38/23-24 TO CONFIRM AND APPROVE THE MINUTES OF THE PREVIOUS MONTHLY MEETING HELD 10TH MAY 2023 (Copies circulated to Cllrs)

Cllr Hewston proposed to approve the minutes, Cllr Ingram seconded.

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

39/23-24 30 MINUTE QUESTION TIME (3 minutes per member of public):

Resident asked how the Parish Council could support people in the Parish who were suffering anti-social behaviour. He explained the issues he had and fact had to phone 999.

The Chairman said she had been made aware of these issues, which included criminal damage. She had asked the Clerk to contact the Police to set up a meeting with them. She pointed out residents could of course arrange their own meeting to discuss. Discussion followed.

Cllr Ingram said the Police are aware of what is occurring, gave some detail on the number of Police Officers involved in his incidents. He stressed best to ring 999 in event of anti-social behaviour, not 101. Noted CCTV evidence can be used.

Resident suggested a public meeting could be called and say two Councillors attend.

Resident said any help the PC can give would be appreciated.

After another query raised, discussion held on how people can protect their properties.

Mrs Cowley said she had previously asked Cllr Spink for information on hang-gliders but had no response. She asked what the regulations were. Cllr T Cowley proposed PC ask NALC, via IWALC, of the legal stance – **resolved.** **Action: Clerk**

40/23-24 PLANNING:

a. Updates and decisions:

Providence Dairy, Providence Farm, Warlands Lane, Shalfleet: letter from Senior Enforcement Officer confirmed that following concerns previously raised by the PC, the Yurt is no longer being used for holiday purposes.

Woodlands, Hamstead Road, Ningwood: further to concerns raised by the Parish Council, that the development appears higher than approved plans, an officer attended the site, checked, and found the dimensions are in accordance with the approved plans, however, the windows varied in location, size and design. **A planning application was subsequently submitted and permission granted for the revised design. Ref: 23/00608/RVC Variation of condition 2 on P/01466/17** to allow retention of windows as built.

Approved by IWC:

22/003435/FUL Forest House, Bouldnor Road: Demolition of existing dwelling; proposed replacement detached dwelling.

23/00700/6PA Manor Farm, Wellow Top Road, Wellow: Agricultural prior notification for storage barn.

23/00838/6PA Lucketts Copse, Bouldnor Road: Agricultural prior notification for forestry barn and associated access track with loading bay/turning area.

Consent of Works to Trees in TPO:

Lucketts Copse, Bouldnor Road, Shalfleet.

Cllr T Cowley asked for further information on the TPO approval for this site. **Action: Clerk**
Cliff Cottage, Sea View Road, Shalfleet.

Refused by IWC:

23/00180/FUL Atlast, Ningwood Hill, Ningwood: Proposed detached chalet bungalow (revised scheme).

Cllr T Cowley queried if an application for this site had gone to Appeal – it was confirmed it had not. He proposed the PC ask the Planning Enforcement Officer look into the continued use of the caravan on site – **resolved.** **Action: Clerk**

It was noted the first application for the site in 2021 was refused (application no: 21/02545/FUL).

Enforcement – Clerk asked to chase the concern raised regarding the summerhouse at Wellow that had been built. It was noted this now had a pitched roof. **Action: Clerk**

Comments made on planning application which came in between meetings:

23/00734/HOU Cranleigh, Ningwood Hill, Shalfleet – Proposed single storey extensions to form linked ancillary accommodation and recreation room.

The Parish Council had no objections.

b. To agree comments on application:

22/00989/FUL Land Adjacent Warlands Lane, Off Burt Close, Shalfleet: Redevelopment of Site to provide 70 residential dwellings including 27 affordable units to include associated roads, landscaping (revised plans relating to the layout of housing, design of housing, and location of balancing pond)(updated supporting information)(readvertised application):

The Clerk said she had been contacted by the applicant, Mr Jacobs, who confirmed the main changes in the revised application were:

1. The position of the attenuation pond in the NW corner, as it had been too close to the woodland edge.
2. No access now to the wildlife buffer zone – this strip is being retained by the family as ecology wanted to protect this wildlife.
3. Access to the School – giving a sum of money towards hope of putting in a path from the new pathway/cycleway already in position from Burt Close down Ningwood Hill, to link up with the School.
4. New roof design to take out angles.

Cllr Broadhead had asked the Clerk to report, if the development went ahead, that the hedge in Warlands Lane is not taken out.

The Clerk read out objections that had been sent through from a team of Shalfleet residents (these are on the planning portal,) that relate to the fact it is a greenfield site, does not conform with the Local Plan and National Planning Framework, inadequate sewage system, local school cannot be access by pedestrians, Island Roads condition to have a footpath to Fleetway when there is no access point on the road. Other objections relating to sustainability, flood risk and drainage, sewage spillage and uncompleted and inaccurate documents were also read out.

The Clerk read out the objections that the Parish Council have made on the previous application for the site, which were on the planning portal. The Parish Councillors agreed that these comments be added to the portal again with the additions of:

The hedge request made by Cllr Broadhead.

Concerns that generally the application was still incomplete, in particular issues around nitrates; there were no calculations of where sewage goes into the sea and how nitrates offset.

Biodiversity - net gain, if approved.

Would like the number of affordable units increased to 50% and some social rent properties.

23/00777/RVC Eades Farm, Clay Lane, Newbridge: Removal of agricultural occupancy on planning permission TCP/18763/S/20028 to allow the dwelling to be used by Eades Farm for diversification, including holiday letting purposes.

The Parish Council agreed that they object to the extinguishment of the agricultural occupancy tie all together, and suggest it be moved from the bungalow to the main farm house.

23/00843/HOU The New House, Main Road, Wellow: Proposed detached garage.

The Parish Council had no objections.

41/23-24 FINANCE/REPORTS:

i) To note and approve the Internal Auditors report:

Noted all good, and approved. Only comment that had been made, was a suggestion of referencing paid invoices with the number in the cash book payment line to make it easier to trace payments.

ii) Chairman and Clerk to sign the Conflict of Interest form, confirming they have no conflict of interest with BDO LLP Auditors:

This was agreed and the form signed as required.

iii) To agree and sign off the Accounts and Governance Statement for the accounts for year ending 31st March 2023 (to be signed by the Chairman and Clerk)(emailed to Cllrs):

Cllrs **resolved** these be agreed and Chairman and Clerk duly signed.

iv) To consider a grant request for a contribution towards a West Wight Prostate Cancer testing day at Totland Bay Bowling Club on 19th August 2023 (letter from Pam Everson circulated to Cllrs):

Cllr Hewston proposed a grant of £200 be given by the PC – **resolved**.

(Clerk will obtain a copy of their accounts, as per Financial Regulations.) **Action: Clerk**

v) To consider a grant request from Samantha Sharp (resident of Ningwood), Explorer Scout Leader, towards the World Jamboree in South Korea in August this year (letter circulated to Cllrs):

Resolved a grant of £50 be given.

vi) To agree to purchase 27 Oxford Paperback Dictionary & Thesaurus for Shalfleet CE School 2023 School Leavers. Three prices obtained: Oxford Uni Press £220.68, Scholastic £203, SchoolDepot £144.45 (prices correct on date of obtaining):

Cllr S Cowley declared an interest as he has grandchildren at the School.

Cllr T Cowley proposed the PC accept the lowest quotation and the books be ordered – **resolved**.

vii) To consider request from Victim Support for a donation:

Cllr Hewston proposed a donation of £50 be given.

Cllr T Cowley proposed the financial regulations be suspended and the same amount as the Prostate Cancer group be given, and he left the meeting.

Resolved by majority vote that £50 be given. Cllr S Cowley against this decision.

viii) To note annual RoSPA safety inspection reports for the two play areas at Bouldnor and Newbridge and to agree maintenance man be asked to undertake works required:

Resolved necessary works be carried out by the maintenance man and he be asked to give the equipment a good scale back, where necessary. **Action: Clerk**

- ix) **To agree PC Maintenance man carry out annual clean of seats, noticeboard and stream signs and report back on any which require further work:**

Resolved the Maintenance man be asked to carry out this work (noted it was budgeted for in the Open Space maintenance budget). **Action: Clerk**

- x) **To note April 2023 Bank Reconciliation:**

Copies circulated to Cllrs. This, together with Bank balance, noted.

- xi) **To approve list of payments (copies circulated to Cllrs): Resolved.**

Chq No.	Paid to	For	Amount
BAC	HMRC	3 mths Tax & NI	549.68
BAC	Wight Computers	Microsoft 365 + remote support	98.00
DC	Amazon	Office fridge	69.99
DD	BT	Phone & Broadband	70.66
DC	SoundCloud	New Pro monthly (meeting recording)	10.00
SO	Sally Woods	Salary	900.00
BAC	Sally Woods	Remainder Salary	384.72
BAC	Amy Parkinson	Salary + £21.60 mileage	348.14
BAC	Newbridge Com Assoc	Room hire CLH May	30.00
BAC	WW Sports Centre	Donation	250.00
BAC	IWC	Newbridge playing field rent	50.00
BAC	Wessex Cancer	Donation	50.00
2229	A Ingram	Planting planters Newbridge	40.00
BAC	Barker -Mills Conservation	Shalfleet Conservation Area Appraisal	3,118.00
BAC	Erin Sharp	Donation re Scout Jamboree	50.00
BAC	Age UK	Donation	50.00
BAC	Newbridge Com Association	Room hire CLH June	30.00
BAC	Island Copier Co Ltd	Copier contract	140.00
BAC	Playsafety Ltd	RoSPA Annual Safety inspection Play areas	270.00
BAC	Barry Townsend	Internal Audit	135.00
TOTAL			£6,644.19

Cllr S Cowley queried the photocopier contract and suggested the PC purchase a photocopier. The Clerk questioned future maintenance if purchased one and it broke down – he replied it would be under warranty. Agreed Deputy Clerk look into and noted Village News editor had recently got a new one and advice be sought from them. **Action: Deputy Clerk**

42/23-24 TO NOTE CLERKS REPORT (copies circulated to Cllrs):

Bouldnor Field – chased pathway and attended site meeting 23rd May 2023 to confirm details. ‘Hoggin’ path to be laid in sections (using heras fencing to fence off whilst each piece done). Path will be laid 4m away from the existing fence and will be 1.5 m wide. Path approximately 180m long. Clerk reported all done and she felt looked great – photo shown. Clerk had asked RoW for a progress report on the path which is due to go in towards the bus stop and on the other side - as part of the coastal path. Reply circulated to Cllrs; IWC obtained funding for preliminary works/a design concept and surveying works. To date £6,670 from Natural England. Estimated costs of delivering the current design, including necessary BT works in the region of £70,000 with an additional accrual cost of approximately £30,000. Recent clearance works have widened the verge, so they want to revisit the design details.

Email from Mr J Green – replied stating the situation at present.

Eades Farm, Crash Site Memorial – Sent covering letter and Agreement to Mr & Mrs Witchard. Pleased to report signed agreement had been received back.

S17 Footpath/Southern Water issues: EA asked for update, resident confirmed no action been taken and problem of the footpath and water coming from the reedbed at the Treatment Plant is worse. She suggested a site meeting with SW and EA and others. Sent copy of photographs she had taken to all. SW came back, said first they had heard of it – EA had previously contacted them. RoW have asked their Drainage and Flood Risk Management Officer to take a look and also had it confirmed SW looking into. Informed EA. Resident also spoken to person working for Natural Enterprise and asked Clerk to forward her the information and photographs, which had been done.

Ningwood Green – sent photos showing new gate and fence to IWC for their information. Requested a plan, which Clerk had sent.

Wessex Cancer Trust – email and letter received thanking PC for kind donation.

Hamstead Road ‘apron’ – Mr Dunkley contacted Clerk and later brought in documents pertaining to this and asked her to send through to Island Roads – done.

Fleetway Litter Bin – Island Roads confirmed they have been doing a fortnightly collection since April, when Clerk initially requested the increase.

CLH – Clerk contacted landowner, who agreed to send a copy of the Land Register Title once it had been registered with the Land Registry, as requested by PC at last meeting. This has been agreed.

Brighstone Landscaping – requested and received an up to date copy of their insurance cover.

Withyfields hedge – very overgrown and hindering vehicle access, Brighstone Landscaping agreed to cut outside face.

Anti-social behaviour in the Parish – Clerk will invite Police to July meeting to discuss this and the Neighbourhood Watch scheme.

Defibrillator – the one at Newbridge was deployed by the IW Ambulance Service, restocked and replaced.

West Wight Council Meeting – next meeting Monday 19th June 2023 at Brighstone Methodist Church at 7 pm. Representatives from Southern Water and Binnies attending. Noted Cllr S Cowley attending for Yarmouth TC and Cllr Ingram agreed to attend if Chairman unable to.

Tree Felling at Lucketts – report put through to the IWC Tree Officer of some tree felling and asked him to look into. He believes this relates to work that has a felling license.

43/23/24 COUNCILLORS REPORTS:

Cllr Hewston:

18th May – Media training through IWALC – reported submitted.

23rd May – AGM Island Cottages. This is reported as it has relevance to the CLH project, even though attendance is not delegated by the PC.

24th May – CLT Webinar, as above.

25th May – IWALC – Minutes circulated from IWALC.

7th June – CLH Working Party – Notes circulated in the Clerk’s Report.

Oak tree on Malthouse Green is dead. Agreed Clerk have this as a future agenda item to source another. **Action: Clerk**

Cllr Ingram: Water leak in Station Road has been reported in to Southern Water.

Cllr S Cowley: Attended Island Cottages AGM and reported it was a useful meeting.

44/23-24 TO AGREE PARISH COUNCIL REPRESENTATIVE ON WELLOW MILLENNIUM GREEN COMMMITTEE:

This item was deferred from previous meeting, in the absence of Cllr A Ingram. Cllr Ingram agreed to continue – **resolved.**

45/22/23 COMMUNITY LED HOUSING:

Update:

Insurance – Zurich, the Parish Council insurer, have confirmed that the Public Liability cover would extend to cover the Working Party to make plans on the site.

Architect – submissions from three Architects were considered at a meeting held on 7th June 2023 and John Prickett, CLH Officer, agreed to ask for further information from one, before the WP make a final decision at the next meeting, to be held 21st June 2023.

West Wight Village Residents Association – John Prickett, CLH Officer, had met with two members in May. Their Chairman asked if the Working Party would meet with the Association Steering Group. The Clerk responded that updates on the project were given at monthly Parish Council meetings, which were subsequently Minuted and went on the Parish Council website and in ‘Village News’. The Working Party felt it inappropriate to meet with individual groups and would continue to update all as and when there is news on the project.

Shalfleet Housing Needs Survey – this was discussed at the meeting held on 7th June and will be finalised at the meeting on 21st June 2023. Publicity, and timings for same, will also be agreed then.

ii) To Agree the CLH Terms of Reference, following clarification being obtained on Clerk’s voting rights:

Following the Clerk contacting the Society of Local Council Clerks, the Solicitor, Roger Taylor, who is Consultant with Wellers Hedleys Solicitors (Charles Arnold-Baker Local Council Administration book), confirmed that the Clerk can have a vote on the CLH Working Party as a representative of the Parish Council.

Cllr S Cowley requested this email be circulated to Cllrs. **Action: Clerk**

These were then agreed and adopted. Clerk will put these on the PC website and note in ‘Village News’. **Action: Clerk**

46/23/24 TO RESOLVE TO AGREE THE AMENDMENTS MADE TO THE SHALFLEET CONSERVATION AREA APPRAISAL, ADOPT SAME AND GIVE RETROSPECTIVE AGREEMENT FOR IT TO BE SENT TO THE IWC TO BE ADOPTED BY THEM (revised draft circulated to Cllrs): Resolved.

Next scheduled meeting – will be held on Wednesday 12th July 2023 at 7.15 pm at Shalfleet CE Primary School
Meeting closed at 9.15 pm.

Signed

Date.....