

**MINUTES OF A MEETING OF THE FRESHWATER PARISH COUNCIL HELD ON
TUESDAY 13th APRIL 2010 AT 7.35 PM IN THE COUNCIL CHAMBER**

PRESENT: Councillors: G Kennett (Chair), C Lillywhite, B Hinton MBE, P England,
B Hobbs, C Bray, A Harris, C Fleury, G Cameron

Attendees: Mr Brian Herbert, Town Centre Manager

1. APOLOGIES: Cllrs: V Ottway, C Davidson, G Bale

Absent: Cllr A Sutton

The Chairman said she was sorry to hear of the recent death of Mr Bruce Joiner who had worked for the Parish Council over the years. She asked the PC's permission to write a letter of sympathy to his mother – all agreed.

2. TO INVITE CLLRS TO DECLARE AN INTEREST IN MATTERS ON THE AGENDA:

Cllr Fleury – item 12 – Secretary to MALCO

Cllrs Hobbs, Kennett, Hinton and England – item 12 – members of MALCO Committee

Cllr Kennett – item 14 – Chair of IWALC

3. MINUTES OF PREVIOUS MEETING:

Cllr Hobbs asked a correction be made to page 3 – regarding the secretary to United Charities Trust – the new secretary was not ill – **resolved** this be taken out of the Minutes.

It was **resolved** the Minutes of the previous meeting held 2nd March 2010 having been circulated and read, be approved and signed (CL/CF).

4. ENVIRONMENT AND NEIGHBOURHOOD OFFICERS REPORT: Tabled, noted and to be put on the PC website.

Yar Bridge closure dates and times noted and tabled for information.

Skate Park – Cllrs noted that recent damage to the ramp surface was estimated at £430 to repair – **resolved** work be undertaken to make good. It was noted the damage had been caught on CCTV and Court case soon.

Cllr Fleury reported on a recent incident whereby SW Housing, Police and other agencies had worked well together and sorted out a problem professionally.

Mini Motor Bikes – Cllrs agreed to ask if anyone knew of any land owner who would be prepared to allow these to go their land – would need to be local. **Resolved** request also go in future Beacon.

5. QUESTIONS ON THE AGENDA, FROM MEMBERS OF THE PUBLIC: None.

6. CLERK'S REPORT:

Spinfish – Matter resolved. Assistant Clerk informed Mr Rickard and organised work, which has now taken place.

Skate Park – Planning Application approved. £5,000 grant received and another grant for £19,000 also agreed. Cllr Fleury and Clerk had met with Contracting Officer to finalise.

Jigsaw Puzzles – Cllr Ottway absent – Clerk will ask for update.

Internal Audit – Undertaken 10th March 2010 – information sent to Cllrs. Clerk again stresses that Cllrs signing cheques must initial stubs.

Planet Way – Clerk confirmed Mr Rapley will be attending the May main PC meeting to give a short presentation.

RCC Community Support – Clerk reminded Cllrs that the Community Support Manager had offered to attend PC meeting (delayed due to other speakers). **Resolved** Clerk invite her to the June meeting to update Cllrs on the Voluntary Support Teams across the Island.

Military Road – Cllr Cameron reported a decision on this had been deferred whilst consultation takes place and funding looked into.

Tree Planting – Girl Guides had a tree dedication/official ceremony 10th April 2010 – Clerk, some Cllrs and Rotarians had attended. Clerk tabled photographs. Clerk reported that the Guides have another centenary event taking place – a baton relay and would like to plant the baton – all agreed as long as grass reinstated.

External Audit – Notice received – Clerk will arrange for paperwork and accounts to be finalised and sent to accountant, then to external auditor and display necessary notices.

Monitoring sheets will be circulated to Cllrs later in the meeting – Assistant Clerk to double check figures prior to accounts being taken to accountant for audit preparation.

Bank Signatory – Noted Cllr Lillywhite had completed necessary paperwork and to take ID to Bank to finalise.

Village Voices – Mrs Tyrell had sent through an update to PC - she had received written consent from most of the ‘Village Voices’ to use their contributions (and to have them published) and hoped to receive the remainder by post. In process of doing this she has recruited more ‘Voices’.

Whether or not PC goes ahead with publishing book, she would like to put a copy in the Archives which will eventually be accessible at the Library. Mrs Tyrell reported she had visited IW Records Office where staff had been very helpful.

She said she had yet to hear from Cllrs to arrange a meeting but aware things take time. People she had spoken to are enthusiastic – one or two expressed concern about where any profit from the book would go. She said she had assured them that this was unlikely to arise but if there was any profit, it would be used to benefit the Village and consequently families of those involved.

Cllr Hinton said that the PC representative on the WWLP Board, had not updated the PC about the WWLP Archive plans and felt the Totland and Freshwater archives had been ignored. Cllr England reported a meeting on local archives had been held yesterday. It was noted Cllr Hinton, Archivist for Totland had not been invited and it was unsure whether the Freshwater Archivist had. After further discussion it has agreed the Clerk contact the WWLP and ask what their terms of reference for the archive meeting were. It was agreed that it would be helpful to join forces with interested parties to ensure that local archives were protected.

Cllrs B Hinton, B Hobbs and C Bray arranged a meeting of Village Voices for 22nd April 2010 – Clerk to inform Mrs Tyrell and book Tennyson Suite.

Colwell Road – Emails received from Mr Dunn who originally expressed concern re traffic speeding and Cllr Sutton had previously agreed to look into. He was very happy from the response from the WW Police Safer Neighbourhood Team who had invited him as an observer when they monitored speed traffic in Colwell Road. Mr Dunn emailed PC confirming speed sign had been installed and thanked the Parish Council for their input.

Cllr Cameron said he had requested a speed reactive sign to be installed near the Colwell Bay Inn. Other areas discussed.

Manorial Land Parking – Slips tabled for Cllrs to take and put on cars illegally parked.

Tree Survey – Copies for Cllrs tabled for discussion at the Tree Committee meeting next week.

Timers – made available at meeting.

Next Meeting – Clerk asked Cllrs to note there will be no planning meeting next week but the Open Spaces and Allotment and Seats committees would meet.

7. TO CO-OPT ONE PARISH COUNCILLOR TO FILL THE VACANCY IN NORTON WARD BY SECRET BALLOT:

Cllrs had been sent details of the three applicants prior to the meeting. Ballot papers were handed round to Cllrs. Mr Herbert left the room.

The Chairman collected in the ballot papers and added the votes. She said vote was close with excellent candidates. The Chairman confirmed Mr Mike Wheeler was the candidate successfully co-opted on to Freshwater PC. She gave thanks to all who had applied and asked the Clerk to write and inform them of the result.

8. ISA CHECKS – TO ESTABLISH IF PARISH CLLRS REQUIRE THIS CHECK.

Information had been sent to Cllrs by the Clerk who confirmed check only required if Cllr to be in sole charge of a group of children.

It was noted that CRB checks are carried out for a person connected with one particular group or organisation and not transferable, whereby the ISA checks would provide a registration that could be checked by all agencies. Cllr England said it was the responsibility of an individual to check if the ISA check was required. After discussion Cllrs agreed that none of them required the ISA check at the moment.

9. TO RATIFY CHAIRMAN’S DECISION TO AGREE QUOTATION OF £250 (Plus VAT) TO CLEAR OVERGROWN AREAS OF OPEN SPACE BETWEEN SPINFISH AND FRESHWATER HOUSE IN QUEENS ROAD:

Cllr Cameron proposed, Cllr Bray seconded – **resolved**. Cllr Bray commented on what a good job had been done.

10. TO DISCUSS QUOTATION RECEIVED FROM ISLAND STONE CONSERVATION TO CLEAN THE WAR MEMORIAL AND REPAINT ANY FEINT OR MISSING LETTER £2,450.

After discussion Cllrs agreed Clerk obtain 3 quotes just to clean the War Memorial, in readiness for the Remembrance Service to be held there in November this year.

Suggested Clerk contact the British Legion to ask if they would be willing to give a grant towards this work. Item to go on future Agenda once information available.

11. TO AGREE ANNUAL INCREMENTAL PAY INCREASE FOR CLERK AND SKATE PARK CARETAKER AS PER THEIR CONTRACTS:

Skate Park Caretaker – Clerk contacted IWC as Caretaker on Salary Scale 1A (point 4) NJC spinal column point range 4 to 6 and told once worked out his increase, would be £1.52 per month. Incremental rise would mean his salary would be pro rate of £12,312 p.a. He does a five hour week which would mean a rise to £6.39 per hour = £31.95 per week - £138.45 per month. At present on £136.93 per month. The Assistant Clerk would ratify with IWC.

Clerk – At present on LC33 £14.69 per hour – incremental rise to LC34 would mean a rise to £14.88 per hour based on April 2009 SLCC / NALC figures. £327.36 per week - £17,022 p.a. plus gratuity at 10%.

Cllr Hinton proposed that the increases for the Caretaker and Clerk be agreed by PC, seconded Cllr Cameron – **resolved**.

12. TO CONSIDER WHETHER TO AGREE AND SIGN THE LEASE/LICENCE FOR THE FRESHWATER PARISH OFFICE FROM THE MEMORIAL HALL ARTS & LEISURE CO COMMENCING APRIL 2010:

Papers circulated to Cllrs:

- Copy of Lease/Licence
- Copy of Extract from Minutes of Memorial Hall Arts & Leisure Company dated 17th February 2010 attached – item 6.
- Copy of letter from Memorial Hall Arts & Leisure Company requesting payment for the hire of the Parish Office **2009/10** inclusive of 5% annual price increase = **£1,050**
- Copy of sheet showing that figures for 2009/10 were clarified and verified by the Memorial Hall Administrator, Parish Clerk and Bookkeeper.

The Clerk confirmed a request for the first half of the 2010/11 Tennyson Suite rent had not been made, amount - £360.24 for 2009/10.

Cllrs noted the Parish Office rent request which is include in the Lease/Licence due to commence on 1st April 2010, is £3,107 for the year.

Clerk asked Cllrs to note that in paper 2 of the MALCO Minutes it states:

No review of the rent since 2006 and therefore an increase of 1% was agreed (although a rent increase of 5% had been agreed and paid last year).

Rent £2,000 – noted this is incorrect as rent originally £1,000 pa and PC previously agreed increase of 5% made this £1,050.

Cleaning Costs – Cllrs noted the Assistant Clerk had said she would be willing to undertake this work, for a price. Agreed to leave this for now. The Clerk asked how the Parish Council could make alternative arrangements for electricity – Cllr Kennett said having a meter installed had been suggested.

The Minutes of the MALCO meeting said the figures were based on Totland PC Offices yet this had three rooms and its own toilet and Freshwater only one room, so Totland Office figures were not comparable.

Resolved letter should be referred back to the Memorial Hall asking for clarification and state PC willing to pay 5% increase, as had previously been requested, budgeted for and agreed. PC to re-discuss once a response had been received from the Memorial Hall Committee.

13. TO DISCUSS ARRANGEMENTS FOR THE SOUTH LONDON CONCERT BAND PERFORMANCE AT THE MEMORIAL HALL ON SUNDAY 30TH MAY 2010:

After discussion Cllrs agreed:

Entrance should be free with donations requested.

Refreshments should be available

Timings – 45 minutes, break, 45 minutes then encore.

Clerk to advertise via IW County Press, Beacon, Village Talk, IW Radio, Radio Solent and posters.

Cllr Bray suggested a raffle be held and asked Cllrs gift prizes Clerk to confirm with Band and asked for Cllrs to come and help on the day.

14. TO AGREE TO PAY IWALC ANNUAL SUBSCRIPTION OF £700 FOR 2010/11:

The Chairman asked the Vice-Chair to take the chair for this item of the Agenda, as she is Chair of IWALC – **resolved.**

Cllr Cameron confirmed that Cllr Fleury was the IW national representative and attends IWALC meetings on the Mainland. He felt it was of benefit to the PC to be members, with training and information made available.

Cllr Hinton proposed PC pay annual subscription of £700, seconded Cllr Lillywhite – **resolved.**

15. FYT BUS – UPDATE BY CLLR HARRIS:

Cllr Harris had circulated a copy of the progress summary via the Clerk. (Attached to Minutes). He confirmed the application for funding could be submitted after the Elections. Looking at obtaining an electric bus. Cllr Hobbs suggested Leader Plus may be another possible funding source.

Cllr Cameron said he was supportive of the scheme but questioned the consultation that would take place. Cllr Harris said 3 Open Sessions would be held and feedback would be asked for. He said that Southern Vectis were also supportive of the plan. Cllr Harris asked if Freshwater, Yarmouth and Totland Council would look to agree £1,700 each 'at risk'. He said Yarmouth Clerk looking into legalities.

Cllr Cameron said he was in agreement in principle but asked to see a Business Plan.

Cllr Kennett said the West Wight Sports Centre had been in a similar position and that the Chamber of Commerce had been helpful. She suggested that Cllr Harris speak to the manager of the centre.

Cllr Harris agreed to keep Cllrs updated.

16. SCHOOL GREEN – WHERE DO THE PC GO FROM HERE TO IMPROVE THIS AREA?

The Chairman said Cllr Ottway had been disappointed that Freshwater PC had not been successful in gaining a grant from the WWLP and she would like to take this matter forward. She had ideas and felt the project too important to lose. Cllr Ottway had informed the Chairman she would be willing to lead on the project. To take forward to the May meeting when Cllr Ottway would be present.

17. REPORTS:

Golden Hill – Cllr Hobbs reported on a meeting held on 22nd March 2010 with IWC Countryside Manager, Cllrs Harris and Bray and herself – copy of report on file. IWC thank PC for their funding support.

Hooke Memorial – Cllr England asked for space in the May Agenda to give an update – **resolved.**

He said he had proposals to put forward for discussion and agreed to send the Clerk a paper on this to send out to Cllrs prior to the meeting.

Dr Allan Chapman was coming to the Hooke Walk on the 14th May 2010 and had kindly agreed to speak on Hooke. Cllr England hoped to arrange this at the Memorial Hall on 13th May – he agreed to send details to Clerk for insertion in the WW Beacon if confirmed.

Pixley Hill – Cllr Cameron said the IWC were looking into the options available. He had received comments back from a couple of Parish Cllrs. It was felt important that a solution be found that still provided a bus route to residents in the lower part of Copse Lane.

IW Playing Fields Association – Cllr Bray confirmed she had attended the recent meeting of the recently reformed committee.

Skate Park – Cllr Fleury confirmed the Skate Park Committee had met and agreed to adopt a mobile CCTV system for use in the West Wight. Planning for the project had been agreed. Users have been updated and the local contractor (Nash Fabrications) has been kept informed of all developments. A site meeting has been held regarding the electricity supply for the CCTV and costings being sent. Clerk and himself met with Project Officer regarding the grant, went through the necessary paperwork and signed the contract.

Cllr Fleury confirmed he had prepared a Notice of Closure for the Skate Park to go in the WW Beacon and West Wight Village Talks.

Noted once equipment was moved there would be some repairs needed to the surface .

Freshwater Village Association – Cllr Fleury confirmed he had attended a recent meeting and that there were 77 paid up members of FVA. The AGM is to be held on 21st May 2010. Cllr Fleury gave them a copy of the Freshwater VDS and updated them on various projects. Discussion had been held on concerns over IWC planned cuts to services to vulnerable people on the Island.

IWALC – Report and discussion papers tabled.

Youth Club – Noted this was now open Monday, Tuesday, Wednesday, Thursday, Friday and some Saturdays.

Children's Centre – Noted tenders had been submitted for the future running of the centres

18. CORRESPONDENCE:

Freshwater Community Initiative – Further to letter requesting some grant assistance towards the cost of printing the Village Design Statement, letter of reply stated it is normal for the FCI to assess the need and the financial status of any project requesting funding. The group agreed the VDS should be printed regardless to the delay at County level of finalising the Island Statement.

However, as all financial transactions regarding this project have been dealt with by the PC, the question was raised regarding the project's current balance i.e. accounting / costs etc. accrued on the project to date and would appreciate having a breakdown of such before making a grant decision. Details in letter given as to what costs the VDS had accrued given and felt there should be a credit balance to assist with printing costs. An income and expenditure balance for the VDS project would be appreciated for presentation to the FCI at their next meeting so a decision can be made on grant funding from the Small Projects allocation to assist with printing costs. Cllr Hobbs asked Clerk to leave for now.

RCC Community Action Awards 2010 – details received on grants available for voluntary or community organisations.

Licensing Act 2003 – Notification of Temporary Event Notice – 17th April 2010 at Kings Manor Farm, Copse Lane, Freshwater for the Annual Hunt Ball. Premises user will be providing the sale by retail of alcohol and regulated entertainment between 1700 and 0200 hours. A temporary event notice is not an application but a notification of an event and is not open to public consultation. The Council is not able to refuse or consider any other factors and simply acknowledges that the event will take place. The only agency that may make representations regarding a TEN are the police on the grounds of crime and disorder.

Ashley Forms – Details received on School and Passenger Transport Passes – passed to Cllr Harris for information.

Best Kept Village Awards – Letter enclosing poster received giving notice that the judging will take place from April to June 2010, with the awards ceremony taking place on 23rd September 2010.

Royal Garden Party – Email received confirming Cllr Kennett had been drawn to attend and will be taking the Clerk!

Yarmouth Inner Harbour Reconfiguration proposals – Email received enclosing documentation on how the Commissioners have responded to the various comments that were made during the public consultation period and hoped the revised harbour layout goes some way to alleviating any concerns had of the original design. Details also available on their website.

Wesley Hall – Letter received from Glanvilles enclosing a copy of the Land Registry title and plan for the Wesley Hall as requested by the PC some years ago. Chairman asked Clerk to liaise with Mr Suggett, PC solicitor on this and bring matter to Open Spaces Meeting on 20th April 2010.

Footpaths – Received copy of letter from Cllr Davidson to PC enclosing copy of his first letter to the IWC Rights of Way section dated 3rd August 2006 on the new concessionary path linking F27 and Y10 between East Afton and Tapnell Farms. Since then the line of the new path has been approved by local residents, land owners and IW Ramblers Association. Been assured that all legal processes required for the creation of the new path had been undertaken and the only stumbling block to opening the new path, is the lack of signatures on the enabling document. Both himself and the IW Ramblers Footpath Secretary have been pressing for over 3 years to speed up the opening the new path without success.

F35 – Cllrs noted that although Cllr Davidson had congratulated Rights-of-Way on the completion of the installation of new steps, these had in fact been installed by Rambler volunteers.

Cllr Davidson had sent through a photograph showing the existing stile next to where a hole (landslide) had appeared – he suggested the stile (next to the hole) be removed and existing gate used. Cllrs agreed Clerk write to Rights of Way stating they agree with Cllr Davidson's suggestion and ask action be taken for all of the above.

TPO Notice of Consent – To work on two dead English Oak trees at Timberhitch, Colwell Chine Road.

Letter from IWC Cabinet Member for the Environment & Transport, Cllr Edward Giles – Delighted to report the Government has confirmed it will allocate £364.6 million to the PFI scheme, an extra £40 million which will enable more services and amenities to be improved. Includes a link to the press release along with notes to editors, which contain more background information.

Letter from Infinergy – Clerk sent details to Cllrs – presentation held on 8th April 2010 on proposed Wind Farm.

Essential works to Yarmouth Bridge April 2010 – details received:

IW Shoreline Management Plan Review – Cllrs Cameron and Harris attending.

Email from Sylvia Mence - Yarmouth TC regarding Map Boards – Yarmouth TC proposing to install one near the ferry terminal and another at the entrance to main car park. Include location of various important features and buildings etc. Would like to include Freshwater Way (as well as the River Walk on the opposite bank and the 2 boatyards. Maps would go as far as the Causeway in that direction. Asks PC for comments. All agreed and said good local Councils working together. Clerk will inform.

Tabled:

Police – Freshwater Beat Reports for March and April 2010

- Details of Mobile Beat Surgery

Voice is Newsletter

Naomi House Walk Information and registration forms. Poster placed in PC noticeboard.

SLCC Advice Note on Admission to Meetings

IWALC Minutes of meeting held 21 January 2010

NALC Legal Briefing on Specialist Planning Law Advice and Representation

WWLP Minutes of Grants Panel Meeting 17th February 2010

RCC News and Information

Civic Pride Information on Hanging Baskets for hire

IWC Information on refuse collection and recycling

WWLP Newsletter March 2010

Campaign to Protect Rural England Newsletter

LCR magazine

IW College Adult Education Courses information

IWC Loan Shark Meeting details – 20th April 2010 10.30 – 14.30

IW Street Pastors Newsletter

IWC Bulletins

Isle of Wight Sports & Recreation Council – Notice of AGM and reports

FCI Minutes of Meeting held 10th February 2010

WWLP Project Board Meeting Minutes

West Wight Children's Centre Core Offer Monitoring Group Minutes

NALC Direct Information service information

Open Space Society Spring Newsletter

NALC Paper on Post Office Banking

Skate Park Safety Inspection Report by RoSPA

19. CHAIRMAN'S REPORT:

Street Pastors – The Chairman had received an invitation to an event on 28th May 2010 but unable to attend. She asked if another Cllr could attend to represent the PC.

Yarmouth Harbour Advisory Committee – The Chairman said this had been an interesting meeting with an update given by Wightlink on the judicial review - permission was still needed for the installation of new ramps at Lymington. Feedback on the reconfiguration proposals tabled.

Details given of Help for Heroes events – also tabled.

A survey boat was working on the back of the Wight looking at the impact of local fishing on the ecology of the area.

River Walk – Chairman said she was impressed with the work that had taken place.

20. QUESTION FROM CLLRS:

Cllr Fleury proposed LCpl Chirsty-Lee Ray be invited to attend a future PC meeting to give a short talk. Agreed she be allowed a break once back from Afghanistan, the Chairman will speak to her mother and then written formally to invite her.

21. ACCOUNTS FOR PAYMENT:

Accounts sheets, Bank Reconciliation AND Monitoring sheets circulated at the meeting.

Resolved accounts be paid. (CF/CL).

Accounts for Payment

Sally Woods March 10 basic Salary : £1400.44	1306.85
Gratuity £140.04	
Overtime £121.19	
Mileage	
Clint Oliver March Salary	109.53
Emma Carter March Salary	508.53
Sandham Office Service Ltd March Photocopier Account	29.38
Southern Water Allotment Water	83.80
BT Phone Bill	174.55
TOTAL	2212.64

Cheques drawn for payment

1st April 2010

	£
2343 WBS - Stationery Inv 94634	60.06
2344 Came & Company - Insurance	3159.39
	293.75
2345 Brighstone Landscaping - Tidying up of overgrown areas	
2346 A Wallis - Removal of branches - Mr Rickards & Re-planting of trees	100.00
2347 Memorial Hall - Archive Rent £93.56, Public Works loan £793.38, Precept £8702.11	9589.05
2348 Isle of Wight Sports & Recreation Council	5.00
2349 IWALC	£700.00
2350 Beacon - April 2010 edition	129.25
2351 Gareth Hughes - Internal Audit	224.04

Sub total

Petty Cash Expenditure:

Postage	0.00
Misc.	105.75
Total	105.75

TOTAL	16,578.93
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The meeting closed at 9.31 pm