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**MINUTES OF A MEETING OF THE FRESHWATER PARISH COUNCIL HELD ON
TUESDAY 4th MARCH 2014 AT 7.15 PM IN THE COUNCIL CHAMBER**

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

Cllr Medland
Mr Terry Noyce

The Chairman welcomed everyone to the meeting and proposed Agenda item 9 be moved to the end of the meeting and the PC go in-committee for this item. Legal advice had been sought and due to it being a staffing issue he felt this was the best way to act (decisions will be made public), seconded Cllr Hobbs – **resolved**.

1. APOLOGIES: Cllrs D Eccles, S Allen

Absent: B Hinton MBE

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

None.

3. TO AGREE MINUTES OF PREVIOUS MEETING HELD 4th February 2014:

It was **resolved** the Minutes of the previous meeting held 4th February 2014, having been circulated, be approved and signed (AH/CB).

4. QUESTIONS ON THE AGENDA, FROM MEMBERS OF THE PUBLIC (UP TO 15 MINUTES): None.

5. TO ACCEPT WRITTEN REPORTS FROM FRESHWATER WARD COUNTY CLLRS/QUESTION AND UPDATE SESSION (UP TO 15 MINUTES):

Cllr Medland said he did not have a written report but updated the Cllrs on issues:

Dropped Kerb at Golden Ridge – he confirmed he was aware that a vehicle was now driving over the pavement into the new access.

WW Sports Centre – prevented a cut from the next financial year but this would mean all the cut would go into the second year. He had spoken to the Sports Centre Manager on this. He said the lease was now urgent and hoped the PC would support.

Cllr Harris said he hoped he had better luck with IWC Legal Department over this lease than the PC have had over theirs.

Jubilee Field Community Asset Transfer request – he had not yet had a response on this – the IWC Deputy Leader was looking into it; it was part of wider discussion. He agreed to chase.

Action: JM

Gents Toilet – Cllr Medland said he had chased - IWC have visited last week – may need a new door.

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Freshwater Bay – Cllr Cameron said the weather was calming down and Freshwater Bay could do with a clean-up – loose pebbles everywhere were dangerous.

Cllr Medland confirmed that the Resident Association were doing a mass clean up and litter pick on 12th March.

The Chairman gave thanks to Cllr Medland regarding the article in the Beacon relating to a large Sports Grant on which there was no mention of the West Wight. He had later found this was a Sport England nomination for urban/deprived areas.

6. CLERKS REPORT:

Jubilee Field:

Signs – IWC Officer agreed and these were ordered as per Cllr Wheelers instructions. Agenda item to agree cost.

Community Asset/New Lease – Nothing heard.

‘Freshwater Fields’ sign – Chairman meeting Spectrum representative to agree position. Spectrum agreed £100 per month rent to be paid to PC and then to WW Sports Centre. RFO aware.

Trees in Queens Road – Following a phone call from Cllr Lillywhite about a tree down in Queens Road and blocking property access, Clerk had contacted Brighstone Landscaping who went out. Groundsells got there before them – sent by Islands Roads and they had insisted they cut it down and make safe. Brighstone Landscaping then tidied the area and also removed and tidied another small tree that had come down on PC land, plus the debris from outside Queens House. Cllrs **resolved** to agree to pay £80 expenditure for this

Tree down in Jubilee Field – Clerk had asked Brighstone Landscaping to look at and give price to sort – Agenda item.

Kedros – Cllr Bray met with Bob from Brighstone Landscaping and they will give a price to clear this area. Clerk had looked into easement situation – Agenda item.

Skate Park Extension - Following Cllr Medland and Clerk chasing this, email received from IWC Strategic Manager stating Andy Bond would contact the Clerk to ‘get things moving’ – nothing heard.

Assisted Area Status – PC comment sent through and acknowledged.

Boundary Signs – Cllr Wheeler met with IWC Officer this week and said IWC agreed to new bespoke Freshwater sign at Yar bridge which can sit behind the fence on the embankment. It can be wooden. He said PC/Neighbourhood Plan Group need to think of a common theme for boundary signs and he agreed to bring some designs to PC.

FYT Magazine – Clerk had informed the editor she is leaving and the Chairman and new Clerk will meet with her to discuss advertising/editorials in due course.

Stroud Coppice – Ongoing, still awaiting result of TPO application and Rural Land Registry application.

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Parish Accommodation Planning Application – Clerk spoken to Planning Officer; pointed out PC immediately instigated and sent through to them a Badger Report following the one objection on the application that they had received from the Badger Trust. He confirmed they needed to re-assess the application and the PC would not receive a decision until 1 April 2014.

Clerk had recently been informed by the architect that Russell Chick had now taken over as the Case Officer, as Richard Holmes is off sick. Mr Chick will be visiting the site and is aware of the letter of support from Southern Housing and comments from Dr C Pope regarding the badgers. The architect will let PC know the Officer's recommendations as soon as informed.

Cllr Wheeler asked if PC had any recourse with IWC if planning permission was not given, bearing in mind IWC had sold the site with knowledge of badgers on it. Clerk pointed out that IWC departments did not always liaise but Dr Pope had been made aware of the badgers way before the PC put in an offer for the site. Cllrs agreed to await the planning decision before discussing matter further.

Solicitor – Clerk written to Eldridges and informed them PC changing solicitors and spoken to Sara Streeter of Robinson, Jarvis and Rolf and told her, she agreed to act for PC and Clerk given her information on outstanding matters. Clerk chased files with solicitor today and he agreed he was going through them ready to send to RJR. RJR solicitor agreed to let Parish Office know when she had received them.

West Wight Community Partnership – Mr David Ballard came to the office today. Firstly, he wanted the PC to be aware of the formation of this new partnership. Cllr Eccles and himself are Trustees, plus two others; its aim is to raise funds for local charities and community groups. They would welcome PC as a registered supporter.

Clerk pointed out that if PC wish to have a representative it would need to be someone other than Cllr Eccles as he is a Trustee. Cllr Hobbs proposed PC register their support – **resolved**.

Moa Place Car Park – blocked gully – Photographs and email received from Mr Higginson, referred to Cllr Medland and IWC Car Parks – they have confirmed Island Roads are now responsible for the surface maintenance of the car parks so have passed the issue on to them. Mr Higginson informed and thanked Clerk.

Pothole reports – hand written list appeared in office – Cllr Hobbs said she had put this in. Clerk said as office is going to be very busy in near future, these can be reported straight to Island Roads on their website. Cllrs then gave Clerk details of some other potholes; The Causeway and outside garage. **Action: Clerk**

Mrs Barry at Pound Green – Contacted Clerk over bad condition of Pound Green. Cllr Bray confirmed she is taking this matter up. She said stone chippings had been put in the wrong place, grass not levelled and had a dip where water had gathered. No posts had been put in and drivers using as a turning area – she agreed to monitor and speak to Mrs Barry. **Action: CB**

Clerk said she had gone through a lot of issues with RFO so she is up to speed and will go through others with Assistant Clerk before she leaves next week.

NAGS Leaving Lunch for Clerk – following an invite sent to all Cllrs, the Clerk confirmed the Chairman and herself would be attending on 11th March 2014 at 12 noon. No other responses received. Cllrs Hobbs and England agreed they too would like to go. Clerk will confirm numbers with NAGs. **Action: Clerk**

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7. CORRESPONDENCE:

IWC – TPO consent for ‘Various Locations’, Graeme Road, Yarmouth.

IWC – Letter confirming information previously sent concerning the discretionary services provided by them in the area. Asked if PC would like to arrange a meeting with Strategic Manager Rec. Leisure and Public Spaces to contact him. Cllrs agreed to leave this meeting until April after 18th March when the Deputy Leader IWC is attending to speak.

IWC – Letter informing of the changes to the Green Bag Delivery System for Parish and Town Councils. The current Green Bag drop/collection will therefore cease entirely on Friday 28th March 2014. Vast majority of material to be sent electronically, plans will be sent by Royal Mail and this will give a saving of £42,000.

Navitus Bay – E-mail from Navitus Bay informing that they plan to scale back the proposed wind park.

IWC – Copy of letter from IWC to Mr Lisher regarding the West Wight Coastal Defence Strategic Study

Totland Parish Council – E-mail from Parish Clerk, Helen Gibbs, confirming that Totland will pay 50/50 funding for the Skate Park Competition, along with the replacement plaque in the Youth Shelter.

Wight Island Radio – E-mail asking if PC could accredit them for PC press/media list.

Harwoods of Yarmouth Limited – Copy of letter sent to IWC from TJR Sheldon concerning the road closure in Yarmouth on the Sunday in May for the cycling event. Cllrs commented that some inconvenience would have to be ‘put up with’ but support request that work should not go beyond Easter and agreed Island Roads need to keep PCs up to speed.

Cllr Harris said today Island Roads had diverted the traffic into the main square in Yarmouth just as the Pancake Race was on.

IWC – Letter regarding Consultation on the draft Children’s Services Facilities Contributions and Solent Special Protection Area Supplementary Planning Documents – comments to be submitted by 7th April 2014. Chairman said PC do much for children and stand on own two feet – **resolved** no action be taken.

CILCA – Letter informing of the Fee Increase. New Registration is now £250.

Visit Isle of Wight – E-mail regarding engagement and funding of the DMO.

West Wight Youth Club Committee – Chairman declared an interest in email he had sent to TPC and FPC - members wish to disband and join the WWSC Youth Committee when approval is given by the IWC, probably in April. They wish to transfer funds, currently £7,585 to the new Youth Committee, with the proviso that such funds are accounted for separately and are to be used solely for equipment and outings for the children and young people of our parishes. Asked if Clerks could gain approval of PC for this.

Cllr Lloyd explained the ‘Our Place’ initiative and was pleased to confirm WW Sports Centre had been chosen as a pilot and would receive £3,000 which would cover her initial consultation through to drawing up of a development plan. Would then receive a further £10,000 if they like the Development Plan. She went on to say this project was not just about the Sports Centre but other groups i.e. Football Club, Guides etc. and the plan was for all groups to work together, forming a committee of interested parties. The aim being to raise funds.

Cllr Hobbs proposed PC agree to this money being transferred with the proviso it is not frittered away. Cllr Kennett seconded the proposal and queried if the money could be held by the PC and then when tenders go out it could be used as match funding. **Resolved** money be transferred to PC and be ring fenced for Youth, if Totland PC also agreed. **Action: RFO**

CCTV - Email from Police asking for PC to down load four and half hours of CCTV footage – 4
Clerk spoke to Chairman and unfortunately as leaving and trying to get things up together the office staff did not have four and half hours to do this. Clerk and Chairman have both responded.

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The Chairman said after four members of PC attended a course on how to download footage for Courts as bagged evidence, he decided he did not want PC staff or members to do this.

Acknowledged CCTV is PCs but believes other agencies should download footage. He said IWC had given promise of support – Cllr Medland asked for copy of this letter. **Action: Clerk**

Friend of Freshwater Library – letter sent to all local councils came in today from Chair suggested one PC, say Freshwater, take over ownership of the site and building, with support from other adjacent parishes.

PC agreed they fully support the Library and suggest this be put on the list to look at when/how PC take things over. Agreed would see no end to the Library without a fight.

Cllr Medland said 1964 Act says there is a minimum standard and he believed IWC had reached this and did not envisage Freshwater Library closing.

Cllr Wheeler said under Localism the PC could get local interest/company together.

Cllrs noted that Brighstone PC did this with Community Action IW. **Resolved** PC respond confirming their support. **Action: Clerk**

Tabled:

Solent News – Issue 35: Winter 2013/14

AGM of the IW Sports and Recreation Council – notice that this will be held on Thursday 6th March 2014

Woodberry of Leamington Spa – 2014 catalogue

Duke of Edinburgh Award – information and details of a Networking Event to be held on 27th March 2014 at Newport Youth Centre.

Local Council Sustainability Measures – Copy of results sent through from IWALC, now includes Freshwater PC comments.

Carnival Company – Walk and Talk details.

8. JUBILEE FIELD SIGNS – TO RATIFY AGREEMENT MADE AT LAST MEETING AND AGREE TO PAY FOR SUPPLY AND FITTING OF THREE SIGNS AT A COST OF £357.75.

Clerk showed proof to Cllrs. The Chairman said IWC signs on the field would be taken down in due course.

Cllrs **resolved** to agree to pay for the three signs.

10. TO AGREE ACCOUNTS FOR PAYMENT:

Accounts sheets, confidential salary slips and bank reconciliation sheets were circulated.

Cllr Lillywhite proposed accounts be accepted for payment, seconded Cllr Harris - **resolved**.

Payments February 2014 - by internet banking

TOTAL SALARIES £ **2231.66**

Internet Bank Transfers

Cheques drawn for payment 6th March 2014

		Office furniture from Is Printers to	
400469	Mark One Maintenance	Avenues	40.00
400470	W Cross Inv 264/265	Tree tender work 13/14; new willow tree	1650.00
Debit Cd	BT Inv SD44324534M00081F	2nd line rental Feb + fees	25.20
400473	Ricoh Inv 87751053;87766769	copies 01/11-31/01; rent 01/0 - 30/04	244.80
400474	W Hurst Inv N2452467	Old Ambulance Station - spare keys	8.08
400475	Viking Inv 266435	Stationery	50.36
400476	IW C Press Inv 579547;579939	2 Adverts Parish Clerk	324.00
400477	Mrs Pearson	Community Grant: Sam Pearson	150.00
400478	F/W Early Years Centre	Community Grant: Purpose built slide	200.00
400479	Victim Support	Community Grant	50.00

Cont.

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400480	Feline Welfare	Community Grant	50.00
400481	MALCO Inv 878	Finance, Admin and Avenues meetings	159.08
400482	CTA Inv 7500	Norton Online Backup annual renewal	40.00
400483	FYT Bus	2011 payment balance	1000.00
400484	BL Ltd Inv 15865/15859	Spinfish Gabions; Lime Tree Ct remove tree	4848.00
400485	IW Sports & Recreational Council	Annual affiliation fee	5.00
Sub total			8844.52
TOTAL			£11,076.18

11. TO AGREE AGENDA ITEMS FOR ANNUAL PARISH MEETING TO BE HELD ON TUESDAY 18TH MARCH 2014:

Request had been advertised through posters throughout the village, IW County Press and PC website.

Cllrs **resolved** to agree the draft Agenda the Clerk read through. Cllr Harris agreed to give a FYTbus Report. Cllr Wheeler would give an update on Neighbourhood Plan and this to be added. Agreed Co-option Notice to be up at the meeting.

Mr David Ballard would like an item/possibly two put on the Agenda:

1. Do Freshwater Parish Council agree the seawall and drainage at Colwell Bay and Totland Bay, should be reinstated as a matter of urgency for the benefit of residents and visitors and if so action to be taken. **Resolved** this be raised under Questions, not as an Agenda item.
2. The WW Marketing Group has disbanded but there is £2,000 available for a West Wight Business Association, plus website and logo if someone prepared to take it on. Cllrs **resolved** to agree that this was not for an Agenda but for further discussion and open dialogue with the PC. Clerk will inform. **Action: Clerk**

Cllrs noted Assistant Clerk is preparing, servicing and minuting this meeting and Cllr Kennett doing coffees.

12. TO NOTE THE RESIGNATION OF CLLR JOANNE THORNTON AND AGREE TO ADVERTISE TO CO-OPT A REPLACEMENT MEMBER ON TO FRESHWATER PARISH COUNCIL:

Cllrs **resolved** that the vacancy be advertised with those eligible to be considered to have their applications in by 28th March 2014 in time for decision at the April 2014 meeting.

13. TO NOTE PRICE RECEIVED FOR CLEARING AREAS OUTSIDE KEDROS AND AGREE WAY FORWARD:

Cllr Bray gave background on this and Cllrs noted what had been agreed at previous meeting. Discussion on whether the bamboo should be removed and Cllrs note prices:

1. To cut along hedge line, as discussed with Cllr Bray, cutting brambles and undergrowth from Queens Road to Kedros - £90 plus VAT
2. To carefully cut down both sides of Grissilinia hedge and Forsythia and remove from site. When weather allows dig up and remove all roots and make good soil and rake in grass seed. (Ground will have to be drier for digger to access) = £340.
To also remove Bamboo on right-hand side whilst on site = £60.00
Total £400 plus VAT.

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Cllrs **resolved** to agree all prices and work be undertaken once householders have had an official letter informing them. Cllr Bray will let Clerk have name of Mr Merwood's property.

3 easements relating to Kedros 1966, 1977 and 1979 had been found and were noted. Cllr Bray requested a copy of the 'Stallard' easement and asked to look again for a 'Merwood' easement or one for the rails in the name of 'Taylor'. **Action: Parish Office**

14. TO AGREE TO HOLD A SKATE PARK EVENT – CLLR LLOYD TO SPEAK:

Cllr Lloyd went through her proposals for this event – sheet attached to original Minutes. Budgeted costs around £600 at present, including £500 for Wight Trash who would organise event, plus boards and paint for graffiti wall and banner.

Cllr Lloyd agreed to do publicity and WW Sports Centre had agreed if wet that the Sports Hall could be used.

Cllrs noted Totland PC had agreed to put £250 towards the event and may agree to pay full half of total costs. Cllr Bray proposed event go ahead and PC support and find necessary money – **resolved**.

Cllr Lloyd informed Cllrs that the Skate Park Caretaker, who had attended the last Skate Park meeting, had highlighted two issues that may need addressing:

1. Leaves gather around the edges of the fence – would it be possible to cut a 2” gap along the bottom of the fence to allow the leaves to blow out. Clerk had obtained a quote from Mark Churcher of £125. Cllr Cameron pointed out if leaves blow out they would blow in. Cllr Harris queried if the fence tension would be reduced if the bottom of the fence was cut. Cllr Lloyd agreed to find out if this would be the case before Cllrs make a decision. Future Agenda item. **Action: KL**
2. Cllrs also asked to look at possibility of boarding up the sides of the ramp with mesh fencing as at the moment leaves, rubbish, broken glass gather under there and youngsters have been known to use the area as a toilet. Cllr Kennett said she felt this was a good idea. Cllr Hobbs said the ramps had previously been enclosed with mesh but query raised about things being put through the mesh. Agreed boarding would increase noise from ramps and had been vandalised in the past. **Resolved** Parish staff ask opinion of RoSPA as to whether mesh could be used – due to inspect in May. **Action: Parish Office**

15. NEIGHBOURHOOD PLAN – Update from Cllr Wheeler:

Cllr Wheeler said this was a critical time for the Neighbourhood Plan. He said it was a FPC project and needed real support from Cllrs.

Working Groups had elaborated on their vision statements. Now need for groups to talk. A new questionnaire would be going out – need to think about how this is done. David Lewis, Martha James, Chairman and himself were looking at this. He stressed it was really important to get completed questionnaires back.

16. TO AGREE TO PAY 1% PAY INCREASE FOR ASSISTANT CLERK AND RFO WITH EFFECT FROM APRIL 2014, AGREED IN THE PRECEPT AND BUDGET:

Cllr Harris agreed this be paid, seconded Cllr Cameron – **resolved**.

17. TO AGREE QUOTATION TO CUT UP FALLEN EUCALYPTUS TREE AND REMOVE FROM JUBILEE FIELD SITE AND PUSH ROOT/STUMP BACK INTO HOLE 7 AT A COST OF £110 PLUS VAT:

Cllr Harris proposed this be agreed, seconded Cllr Cameron – **resolved**.

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18. TO RATIFY DECISION TO CLEAR THE BACK DITCH ON SCHOOL GREEN AS A ONE OFF, AT A COST OF £200:

Cllr Bray confirmed this work had been undertaken yesterday. Cllrs **resolved** to ratify decision to clear.

19. TO ACCEPT WRITTEN REPORTS FROM SUB-GROUPS, COMMITTEES AND REPRESENTATIVES OF COMMITTEES:

Brookside Health Centre – Letter received from Dr George Thomson circulated to Cllrs. Cllr Lillywhite attended PPG meeting last week and confirmed there are 3 Doctors to cover 11,000 patients. Yarmouth Surgery, which currently has 1800 patients will close temporarily until Dr numbers have increased.

Cllr noted that there were 17 practices of The Island with 10 vacancies, of which 4 at Brookside Health Centre and half of IW GPs over 55.

The Health Centre were talking to two GPs that may possibly be able to come on board.

Mr Noyce asked the question why there were so many GP vacancies at Brookside Health Centre. It was noted there was a national shortage of GPs – fewer doctors going into general practice as the role of the GP was changing and responsibilities were going up.

Media Report – Cllr Lloyd had circulated a copy of her Media Communication Report (copy attached to original Minutes) to Cllrs just prior to the meeting. She was a massive believer in social media and said it costs nothing but time.

She said Cllrs need to look at office staff doing Facebook and Twitter, a newsletter would be a good idea. She suggested this could be done electronically and doesn't have to be in full colour. Good way to get the message across and PC need to agree how they take this forward.

Cllr Kennett said if PC agree to these suggestions then the news would get out to a wider audience but it would need policing. Noted comments can be switched off.

Discussion followed.

The Chairman asked Cllr Lloyd if she was willing to set this up. **Resolved** Cllr Lloyd undertake a session on this at the end of a Planning meeting, using projector and screen (not April meeting).

KL/New Clerk

20. TO AGREE PROPOSED FUTURE AGENDA ITEMS FROM CLLRS:

April Agenda - Norton Green Drains and Ditches – Cllr Wheeler to speak.

April Agenda - Boundary Sign Design – Cllr Wheeler.

To make a decision on future Parish Accommodation.

To Agree how PC Commemorate the start of WWI.

Meeting of West Wight Parish and Town Councils to include Library letter received.

To Agree renewed Lease for Parish Office – resolved this be dealt with at 18th March 2014 Planning meeting..

To Agree Jubilee Field 1 year maintenance tender (current contract expires May 2014, RFO to advertise for May meeting).

June Agenda – To agree to add cleared area at Spinfish to Open Space Maintenance Contract as undertaken by Brighstone Landscaping.

Cllr Medland and Mr Noyce left the meeting and Parish Council went **in-committee**.

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9. PARISH CLERK:

i) To note resignation of Parish Clerk:

Cllr Harris said he was very sorry Sally was leaving the Parish Council, her skills were an asset to the Parish Council and the Community. He wished her success in everything she did in the future. Sally thanked Cllr Harris.

Cllr Fleury continued by saying that Sally was thought of with high standing as a Clerk on The Island. He said she had said she did not want a fuss made about her leaving and the NAGs group were kindly putting on a leaving lunch for her. Noted Chairman, Cllrs Hobbs and England would be attending with Sally.

ii) To Agree to increase in hours for new Parish Clerk position – existing Clerk contracted for 22 hours a week, new post advertised at 25 hours per week (due to existing Clerk having worked overtime very month since she started nearly 9 years ago):

After discussion the Chairman confirmed with the Clerk that the PC **resolved** to agree the new post be 25 hours.

iii) To Resolve to agree pay scale for new Parish Clerk of spinal column point 26:

Cllr Hobbs proposed PC agree this salary scale – **resolved**.

iv) To Resolve to agree payment of two advertisements at cost of £135 each (with colour logo) = £270: Cllrs resolved this account be paid.

v) To Agree Person Specification, Job Description and Contract for new member of staff (circulated to Cllrs):

The Cllrs went through and agreed these documents.

The meeting closed at 9.50 pm.