

**MINUTES OF A MEETING OF THE FRESHWATER PARISH COUNCIL HELD ON  
TUESDAY 3<sup>rd</sup> JUNE 2014 AT 7.30 PM IN THE COUNCIL CHAMBER**

**PRESENT:** Councillors: C Fleury (Chair), C Bray, A Harris, B Hobbs, M Wheeler, G Cameron, P England, C Lillywhite, B Hinton MBE, D Eccles, G Kennett MBE, Cllr Bamford

Isle of Wight Cllr Medland

**1. APOLOGIES:** Cllr K Lloyd,

**2. TO INVITE CLLRS TO DECLARE AN INTEREST IN MATTERS ON THE AGENDA:**  
None

**3. MINUTES OF PREVIOUS MEETING HELD 6<sup>th</sup> MAY 2014:**

It was **resolved** the Minutes of the previous meeting held 6<sup>th</sup> May, having been circulated, be approved and signed. It was agreed that copies of the Good Councillor guide be ordered.

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

**5. WRITTEN REPORTS FROM FRESHWATER WARD COUNTY COUNCILLORS**

The report of Cllr Medland had been circulated. Cllr Medland said that he had had a meeting with Cllr Stubbings of Isle of Wight Council. It seemed unlikely that the shortfall of £77000 on the West Wight Sports Centre's budget would be funded by Isle of Wight Council but it did seem that £25000 would be available from the public health budget for a five year period.

Cllr Eccles mentioned a report of Isle of Wight Council regarding Wightlink, Red Funnel and Hovertravel which he said was well worth reading. Cllr Eccles also mentioned the Fire Service "communities feel safer" document. Cllr Eccles said that the consultation period regarding the proposed parking charges increase was due to end on 6<sup>th</sup> June. He thought that there would be support from members for the free half hour parking at Moa Place. Cllrs Eccles and Harris would liaise about submitting the petitions.

**6. SUMMARY OF INCOME AND EXPENDITURE OF FRESHWATER PARISH COUNCIL 2013 – 2014 AND ASSOCIATED PAPERWORK**

Papers had been circulated to Cllrs. RFO (Jane Blackmore) was present for this item and took Cllrs through the paperwork.

RFO confirmed that the internal audit had all been successfully completed and the auditor had not recommended any changes to Council procedures.

**RESOLVED** Chairman and Clerk sign the Annual Return and accounts.

Cllr Hobbs asked that the adult exercise equipment be included in the asset register.

**7. CLERKS REPORT:**

**E mail**

There has been an intermittent fault with the Clerk's e mail as a result of which only part of a message is being sent at times. Apologies given to those concerned.

### **Jubilee Field**

Correspondence with Isle of Wight Council is continuing. Lee Matthews has recently indicated that the Isle of Wight Council's policy is to lease or licence rather than transfer ownership although this is different to the indications previously made by the Council.

Cllr Medland added that he had spoken to Lee Matthews himself and there had been mention of the Isle of Wight Council waiting to hear from the Parish Council regarding the original draft lease which went back to October 2013 although this had been dealt with at the time. It was felt that it would be appropriate to await finalisation of a new form of lease being used for Bembridge Parish Council.

### **Discretionary services**

The Chairman, Vice-Chairman and the Clerk attended IWALC meeting on 23<sup>rd</sup> May chaired by Cllr Kennett. Minutes of the meeting are not yet available but will be circulated in due course. In summary town and parish councils agreed to work together to standardise practices and following the meeting the Clerk received some useful documentation from Bembridge Parish Council.

### **Sellwood Road**

Quotation from Brighstone Landscaping received (unfortunately after agenda sent out). Yearly cost would be £1010 plus VAT to include usual 19 cuts per annum and bi-monthly strim around the pond banks. Price would be guaranteed for 18 months to fit in with the Parish Council's existing contract.

### **Social media**

The Society of Local Council Clerks has released some new social media advice notes. These can be made available in due course should the Parish Council wish to pursue this.

### **Allotments**

A number of people have given up plots this year. When enquiries were made by the Assistant Clerk, the indications were that the behaviour of another allotment holder was a key factor in the decisions to give up plots. One person complained of property being taken and others of unpleasant comments and a difficult atmosphere. The allotment agreements contain a provision which states "allotment holders must not cause a nuisance or annoyance to the tenant of any other allotment". Agreements can be terminated by 6 months written notice.

Cllr Bray suggested that this be dealt with at a meeting of the allotments committee to be arranged for 17<sup>th</sup> June.

### **Clerk's training**

The Clerk has signed up to the Society for Local Council Clerks' CILCA (Certificate in local council administration) course. First training day is Thursday 5<sup>th</sup> June.

## **8. CORRESPONDENCE:**

**Mrs Hope** e mail re manorial land in Queens Road –Clerk to respond

**Mark Buckett Fort Victoria Manager** – invitation to Fort Victoria Foray. Archivist to be asked whether or not the Parish Council has anything which would be appropriate to display at this event.

## **9. BARCLAYS ACCOUNT**

**Resolved** to accept and agree the Barclays customer agreement and other documents, copies of which are annexed to the minutes

## **10. ACCOUNTS FOR PAYMENT**

Cllr Wheeler declared an interest on Neighbourhood Plan expenditure

**Resolved** that the following accounts be accepted

|                  |                                   |                                                                                                                                     |                   |            |
|------------------|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------|
|                  | Total salaries                    |                                                                                                                                     | 1830.16           |            |
| 400512           | D Mason - Is Magazines Inv 1624   | N Plan advert re 2nd questionnaire                                                                                                  | 32.00             | issued 6/5 |
| 400513           | Wightleaflets LLP Inv 278         | N Plan delivery questionnaires                                                                                                      | 150.00            | issued 6/5 |
| Debit Cd         | IW Council                        | Avenues Rates                                                                                                                       | 160.00            | paid 2/5   |
| Debit Cd         | BT Inv SD44324534M011FS           | 2nd line rental May + fees                                                                                                          | 25.20             | paid 13/5  |
| Debit Cd         | IW C Press                        | 1yr Archive subscription                                                                                                            | 49.95             | paid 15/5  |
| 400514           | S Electric Inv 3215809520001      | Avenues to 25/4                                                                                                                     | 70.61             |            |
| 400515           | Biltmore Inv 36708/36696          | N Plan - postcards;questionnaires                                                                                                   | 762.00            |            |
| 400516           | Signpost Express Inv 31085        | N Plan - 8 banners                                                                                                                  | 825.60            |            |
| 400517           | TPC Inv 100/101                   | Mem Hall - PWL payt 2014-15                                                                                                         | 1586.76           |            |
| 400518           | MALCO Inv 927/929/930/932/928/931 | First 1/2 Precept; First 1/2 Archive; First 1/2 Tenn Suite, First 1/2 Office rent, First 1/2 Office cleaning, April Office electric | 6054.00           |            |
| 400519           | Ricoh Inv 87657668/8786843        | balance 5p o/s; rent 01/05-31/07, copies 01/02-30/04                                                                                | 213.45            |            |
| 400520           | AVO Systems Inv 3722              | CCTV servicing                                                                                                                      | 60.00             |            |
| 400521           | MALCO Inv 940                     | Extra Hire T Room - Open Spaces                                                                                                     | 32.00             |            |
| 400522           | Mike Wheeler                      | N Plan - Maps;Laminates;copies questionnaires                                                                                       | 412.16            |            |
| 400523           | Gareth Hughes Inv 12/2014         | Internal Audit                                                                                                                      | 230.03            |            |
| 400524           | Hillbans Pest Control Inv P20860  | Pest Control May                                                                                                                    | 60.00             |            |
| <b>Sub total</b> |                                   |                                                                                                                                     | <b>10723.76</b>   |            |
| <b>TOTAL</b>     |                                   |                                                                                                                                     | <b>£12,553.92</b> |            |

### 11. BOUNDARY SIGNS

Cllr Wheeler to report at the July Parish Council meeting.

### 12. WEST WIGHT LOCAL COUNCILS MEETING REPORT

The minutes had been circulated. Cllr Fleury said that one point made was that the long term illness group at the West Wight Sports Centre was very highly regarded. Some of the West Wight group saw Newport or Cowes as the most accessible town. Cllr Wheeler said the meeting had been very positive. All 6 councils are stakeholders in facilities in Freshwater. The group would meet every 3 months. There had been mention of an area wide neighbourhood plan. Minutes would also be circulated to Cllrs Medland, Hutchinson and Seeley.

### 13. NEW ROAD NAME

The Parish Council felt that Old School Close was the better name and accordingly objection should be made to Camp Lodge Way.

#### **14. NEIGHBOURHOOD PLAN.**

Cllr Wheeler said that the distributor had let the council down. A 50% refund had been received. 3475 questionnaires had been sent out. There had been displays at the Memorial Hall and West Wight Sports Centre and the Co-op. The data would now be analysed and policies formed. Cllr Wheeler stressed that the council must carry forward the wishes of the community. There were plans for a PowerPoint presentation using digital mapping which would show growth in particular places.

#### **15. CAR PARKING**

A draft letter of objection had been circulated. Cllr Eccles mentioned that the Isle of Wight Council were now intending to complete a new strategy and Cllr Medland confirmed that there was no existing policy. **Resolved** the Clerk to send existing draft letter with minor amendments to incorporate Cllr Harris' suggestions. The most important issues were the free 30 minutes parking and the proposed extension in charging to 8pm.

#### **16. COMMUNITY GRANTS.**

Freshwater & Totland Archive Group application had been deferred from the May meeting. Further information on costs for production of their book was still not yet available. **RESOLVED** that the applicants should reapply when grants were next to be considered (November 2014).

#### **17. PARISH COUNCIL NEWSLETTER**

Cllr Wheeler said that distribution was the main difficulty. Cllr Lloyd was looking into using social media. Cllr Hobbs felt that the newsletter should be double sided A4 and that it should be available for people to pick up (not delivered). Cllr England felt that there should be an electronic copy on the website. Cllr Bamford said many people now preferred electronic methods and that it should be on the website but also available in public places. **RESOLVED** that Cllr Lloyd would be asked to progress this further.

#### **18. STROUD FIELD PLAY EQUIPMENT**

Cllr Hobbs suggested that the Housing Association be asked to put money in to provide junior level equipment, more challenging than the current equipment and aimed at the 11 years age group. Cllr Fleury pointed out that adult equipment was sometimes used by small children. Families had been queuing to use the existing facilities. Cllr Wheeler proposed that this be made a project.

**RESOLVED** that the Parish Council would seek to find ways to provide play equipment for the 11 year old age group at Stroud Field.

#### **19. TENDERS JUBILEE FIELD AND NORTON GREEN**

Norton Green – Geoffrey Ouvry £1895. Cllr Eccles had approached Island Roads regarding this and a response was awaited. Cllr Wheeler said that the road was due to be resurfaced in 2017/2018.

Jubilee Field – Brighstone Landscaping £2300 plus VAT, Green Jiant £80 per cut.

**RESOLVED** Norton Green – the Council would not proceed on this at present. Jubilee Field – Brighstone Landscaping's tender be accepted.

#### **20. PEST CONTROL**

**RESOLVED** to renew the existing contract with Hillbans Pest Control Limited at £51.50 plus VAT per month

#### **21. PARISH COUNCIL ASSETS**

Cllr Hobbs had circulated a proposed initial list of assets. This could involve the neighbourhood plan group and then the community. Councillors should send written lists to Cllr Hobbs in the first instance. Cllr Eccles queried whether all listed properties should be included. Cllr Wheeler proposed that the archivist be asked to look out the existing listing.

## **22. JUBILEE FIELD**

Cllr Bray proposed and it was agreed that there should be a site meeting with the contractor, ideally early one morning. It was noted that the play trail should be moved to Stroud Field.

## **23. PARISH OFFICE ACCOMMODATION.**

The report of the parish accommodation working party had been circulated. Cllr Eccles said that it was suggested that there be a separate meeting to discuss the 3 options and that this should be a public meeting in July if at all possible. Cllr Hinton congratulated Cllr Eccles for his open minded approach. He said that the Council must look at this from the point of view of what was best for the parish and looking into the future. Cllr Wheeler said that the first issue was to look into the planning aspects and see if the new build was a viable option. He said that use of the existing building was not an option so demolition should be considered. Cllr Wheeler said that there was now an opportunity to revisit criteria for an office given the fact that there was a new clerk and working practices could be changed. Cllr Harris said that the existing quotes were high and should be updated. Cllr England mentioned that he was looking into making a new planning application at the Memorial Hall as the previous permission had now expired and could not be renewed due to changes in procedure. Cllr Kennett referred to the suggestion that meetings be moved around the parish and Cllr Hinton said that Dimbola had been offered. Cllr Wheeler felt that it would be best to have enough time to get all information available and it was unlikely that this could be before September. Cllr England mentioned that he had found a provision which might require the Isle of Wight Council to buy back the property if it was established that the conditions meant that the property could not be put to a reasonably beneficial use. **RESOLVED** that there should be a further meeting of the Parish Council in September 2014 to discuss parish accommodation.

## **24. WRITTEN REPORTS FROM SUB-GROUPS, COMMITTEES AND REPRESENTATIVES OF COMMITTEES.**

None

## **25. FUTURE AGENDA ITEMS**

Cllr Fleury suggested that an invitation be sent to representatives from Freshwater Fields and Cameron Close (Spectrum and Southern Housing) to come to the next planning meeting and update the Parish Council.

Cllr Harris asked that there be an item regarding assisted area grant and how it could be obtained.

The meeting closed at 8.50 pm.