



# FRESHWATER PARISH COUNCIL

Parish Office 01983 752000

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## MINUTES OF A MEETING OF THE FRESHWATER PARISH COUNCIL HELD ON TUESDAY 5<sup>th</sup> APRIL 2016 AT 6.45 PM IN THE COUNCIL CHAMBER OF THE MEMORIAL HALL

**PRESENT:** Councillors: M Wheeler, (Chair), G Cameron, G Kennett MBE, Sandra Allen, Brenda Hobbs, C Fleury, C Bray, A Bamford, A Harris, J Medland, D Eccles and B Hinton MBE.

Members of the public: 0

Clerk: M J Mills

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**1. APOLOGIES:** None (all present).

**2. TO INVITE COUNCILLORS TO DECLARE AN INTEREST IN MATTERS ON THE AGENDA.**

Cllrs Kennett and Fleury (trustees of WWS&CC) re item 13.

Cllrs Allen and Bamford (members of MHALCO) re item 18.

**3. TO AGREE MINUTES OF THE PREVIOUS MEETING HELD ON 1<sup>st</sup> MARCH 2016.**

The minutes of the previous meeting held on 1<sup>st</sup> March 2016 having been circulated were agreed (CF/GC).

**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 FROM BOTH CLLRS).**

Cllr Medland presented his written report.

Ownership of Golden Hill and Afton Marsh was discussed. Cllr Fleury said that this could be a huge financial commitment. Cllr Bray mentioned the contribution to Golden Hill of £800 per annum but said that most of the work there was done by volunteers. Cllr Wheeler said that these areas were managed by Island 2000 and the Parish Council would work with them.

Cllr Medland said that there had been no response from the Department of Communities and Local Government re the future of Isle of Wight Council and clarity was needed.

**6. CLERKS REPORT – TO BE CIRCULATED TO COUNCILLORS.**

**Parish Noticeboard**

The noticeboard has now been moved.

**IWALC workshop**

The Clerk attended the IWALC workshop “A Frightening Future or a New Dawn” on 18<sup>th</sup> March.

## Toilets

Cleaning contract concluded in conjunction with Totland Parish Council Clerk. New arrangements in operation from 1<sup>st</sup> April.

## Report of person living rough

It has been reported that there is a gentleman living in a tent in the woods next to Farringford Lodge in Bedbury Lane. It is said that he may have been living there for some time. The matter has been reported to the police.

## Easton Lane

There has now been an exchange of correspondence with the people who installed the gate onto Easton Lane. Easton Lane residents remain of the opinion that formal steps should be taken.

## Archivist

Jenny has been unwell and has agreed to stay on for a further month.

## Lighting in Windmill Lane

A complaint has been received from a resident regarding the brightness of street lights in Windmill Lane. This could be discussed at the proposed meeting with Spectrum.

## Peter Plucknett seat

The seat has now been installed and a formal ceremony/photoshoot will be arranged.

## Land management

The contractors have already carried out the first cuts to the grass and have done some spring clearing work at Black Hut Green, School Green & Spin Fish (extra works requested by Chair of Open Spaces). Also branches that were hanging over the skate park have been removed.

## Allotment rubbish

Skip has been arranged for Tuesday 11<sup>th</sup> April.

## 7. CORRESPONDENCE.

## 8. TO AGREE ACCOUNTS FOR PAYMENT – LIST CIRCULATED TO COUNCILLORS FOR INFORMATION.

**RESOLVED** that the following payments be approved.

<u>Payments March / April 2016 - by internet banking</u>		£	
IB Salaries	February Salaries	2,396.02	Pd 26/2
IB SMC Bookkeeping Services Inv 213	Bookkeeping December	172.00	Pd 26/2
IB SMC Bookkeeping Services Inv 219	Bookkeeping January	304.00	Pd 26/2
IB SMC Bookkeeping Services Inv 227	Bookkeeping February	260.00	Pd 18/3
IB HM Revenue & Customs	PAYE & NIC Jan-Mar 16	1,082.03	To Pay 9/4
IB Salaries	March Salaries	3,137.56	To Pay 31/3
<b>INTERNET BANKING TOTAL</b>		<b>7,351.61</b>	

<u>Direct debit payments during March / April 2016</u>		£	
DD BT Inv Q035 2Y	Charges + Usage	244.99	To Pay 4/4

**Debit Card payments during March / April 2016**

D/Card	NEST Pension	February Pension Contributions	23.82	Pd 26/2
D/Card	NEST Pension	March Pension Contributions	23.87	Pd 18/3
D/Card	LCN Inv 1627061	Domain Registrations	40.68	Pd

**Cheques drawn for approval 5th April 2016**

400775	Island Signs Ltd Inv 3477	Allotments; Plot Numbers	196.00	Iss 1/3
400776	IWALC Membership 2016/17	IWALC / NALC Membership 2016/17	968.53	Iss 1/3
400777	Hillbans Pest Control Ltd Inv P22551	Pest Control February 2016 - Brookside Road	63.40	Iss 16/3
400778	MALCO Inv 1387	Hall Hire November	104.00	Iss 16/3
400778	MALCO Inv 1461	Hall Hire February	87.00	Iss 16/3
400778	MALCO Inv 1472	Parish Office Electric February 2016	70.00	Iss 16/3
400779	WW Timebank	Community Grant	200.00	Iss 22/3
400780	1st Freshwater / Totland Cubs	Community Grant	50.00	Iss 22/3
400781	Freshwater & Totland Archive Group	Community Grant	200.00	Iss 22/3
400782	All Saints' CE Primary School	Community Grant	350.00	Iss 22/3
400783	Freshwater Early Years Centre	Community Grant	400.00	Iss 22/3
400784	WW Youth Football Club	Community Grant	800.00	Iss 22/3
400786	Island Magazines Inv 3057	April Issue, 2 additional pages	95.00	Iss 5/4
<b>DIRECT DEBITS, CARD AND CHEQUES TOTAL</b>			<b>3,917.29</b>	

**Petty Cash for approval April 2016**

			£	
219	Honor & Jeffrey	Neighbourhood Plan; Stakes	12.46	Pd 1/2
220	St Mary's Hospital	Strategy Meeting; Parking	2.60	Pd 1/2
221	W Hurst	Cable Ties	1.20	Pd 1/2
222	Sugarloaf	Our Place; refreshments	20.00	Pd 3/2
223	Co-Op	Washing Up Liquid	1.50	Pd 4/2
224	Sugarloaf	Meeting with TPC; refreshments	38.00	Pd 18/2
225	John Holsburt Expenses	Neighbourhood Plan; Expenses	9.45	Pd 26/2
<b>PETTY CASH TOTAL</b>			<b>85.21</b>	

**TOTAL EXPENDITURE FOR APPROVAL****£11,354.11****9. TO CONSIDER THE CO-OPTION OF MR TIMOTHY JOHN NICHOLSON AS A MEMBER OF FRESHWATER PARISH COUNCIL.**

This was unanimously agreed.

**10. ACQUISITIONS UPDATE****A) TOILETS. APPROVAL OF HEADS OF TERMS AND POSITION WITH TENANCY AT WILL. TO NOTE AND APPROVE ARRANGEMENTS FOR CLEANING MOA PLACE AND GATE LANE TOILETS.****B) LIBRARY. APPROVAL OF HEADS OF TERMS AND PARTNERSHIP AGREEMENT. CONSIDERATION OF FUTURE MANAGEMENT AND LIBRARY PLUS REPORT.****C) STROUD PLAYING FIELDS AND JUBILEE FIELD. APPROVAL OF HEADS OF TERMS. INSURANCE POSITION.****D) OTHER**

The Clerk updated Councillors on progress on all issues. Councillors were concerned that Isle of Wight Council were not progressing the freehold transfers and it was agreed to write a letter to get written confirmation of arrangements.

For the library it was agreed that the temporary management group would be the Library Plus committee with the addition of the Clerk. This was pending a permanent arrangement such as forming a management company.

Cllr Harris suggested having an estate management service. Cllr Cameron thought that there should be an asset management committee.

It was pointed out that the flower beds at the library were maintained by the Friends of Freshwater Library.

Heads of terms and partnership agreement were approved.

#### **11. PARISH COUNCIL NOTICEBOARDS. TO CONSIDER WHETHER OR NOT TO HAVE ADDITIONAL NOTICEBOARDS AND IF SO WHERE.**

Resolved that this would be given a budget of £2000 and locations would be identified.

Suggestions were Moa Place (the green or use of IWC board), library, Norton Green, Fort Victoria, Westhill, edge of Afton Marsh and Freshwater Bay (near lifeboat station).

#### **12. NEIGHBOURHOOD PLAN UPDATE.**

Cllr Bamford said that Martha James had resigned from the steering group. John Brownscombe was working on the missing documents and these were nearly finished. It was hoped to go for consultation by the end of the month. Funding was being investigated.

#### **13. OUR PLACE UPDATE AND APPROVAL OF EXPENDITURE. CONSIDERATION OF CONTRIBUTION FROM THE PARISH COUNCIL TOWARDS ACCOMMODATION COSTS FOR THE “HUB”.**

Cllr Kennett said that the Department of Communities and Local Government had signed off the plan. They had asked for permission to share it with others. They had asked Cllr Kennett to become a community champion. The Operational Plan was now finished but there may be other opportunities this summer. There had been discussions with public health and they may help to fund a co-ordinator. There should be an indication on this mid next week. Helen Gibbs is to join the steering committee and Steve Cowley is also interested. A base was now needed. 3 people had come forward for the co-ordinator's role. Cllr Kennett had circulated a report and she asked what the Parish Council wanted to do.

Cllr Fleury asked if this was a West Wight project. Cllr Medland said that other councils would be spokes in the hub and would contribute in this way.

Cllr Harris said that the FYT Bus was already getting lots of these enquiries and WWS&CC should be doing this anyway. He said that The Parish Council needed something that was theirs.

Cllr Allen pointed out that the Memorial Hall had full access for the disabled.

Cllr Wheeler said that access was the main criterion. People had to be comfortable walking into the space.

Cllr Harris agreed that it needed to be off the street.

Cllr Wheeler said that the cost of leasing a suitable property would be in the region of £2500 plus rates.

Cllr Harris said that the Parish Council was growing. It should not be beholdant to the Memorial Hall.

Cllr Kennett pointed out that the project was based on what residents had asked for. Public Health were keen to support and they saw it as a learning site.

Cllr Medland said that WWS&CC was the only place that was ready to move into immediately. It was central and accessible.

Cllr Fleury wondered about a 6 month commitment.

Cllr Hobbs suggested the library.

Cllr Cameron said that the commitment amounted to £60,000 over 10 years. He queried if WWS&CC could reduce the cost.

Cllr Kennett said that Freshwater was the obviously location but the hub could be sited further afield. It needed to be with the Parish Office in the long term.

Cllr Hinton proposed that the Parish Council should support the cost of locating the hub at the WWS&CC for a period of 1 year. This was not carried.

Expenditure of £2997.50 for IT equipment and accessories was approved.

**14. TO CONSIDER ADOPTING A VEXATIOUS POLICY (REVISED SINCE FEBRUARY MEETING).**

**Resolved** to agree this (by majority vote).

**15. BANKING ARRANGEMENTS. TO CONSIDER A CHANGE IN BANKERS FROM CO-OPERATIVE TO BARCLAYS AS RECOMMENDED BY THE FINANCE COMMITTEE. FURTHER TO CONSIDER APPLYING FOR A BARCLAYS DEBIT CARD FOR THE CLERK.**

**Resolved** to agree this.

**16. THE COMMUNITY PUB BUSINESS SUPPORT PROGRAMME. TO CONSIDER WHETHER OR NOT TO INVESTIGATE MAKING AN APPLICATION UNDER THIS SCHEME.**

This was deferred to the next meeting.

**17. KEEP FRESHWATER FRESH CAMPAIGN. UPDATE AND CONSIDERATION OF HAVING USE OF AN ENVIRONMENT OFFICER.**

Cllr Wheeler thanked Cllr Allen for her work on this. He pointed out that Totland Parish Council had been using an Environment Officer successfully. Resolved to agree this at a cost of £2147.60. The EO to work with a Keep Freshwater Clean campaign.

Cllr Bray said that Island Roads were not doing a good job of cleaning the streets.

**18. PARISH OFFICE. TO CONSIDER OPTIONS/ARRANGEMENTS FOR THE PARISH OFFICE BOTH SHORT TERM AND LONG TERM.**

Cllr Allen said that the Memorial Hall would have to start looking to replace the outgoing users from May. It was agreed to reconsider this at an extraordinary meeting as soon as possible.

**19. HOOKE FESTIVAL PLAQUE UNVEILING - 24TH JULY 2016 – TO DISCUSS PARISH COUNCIL INVOLVEMENT.**

Members of the Hooke Society were in attendance and made a short presentation. This included the fact that on 24<sup>th</sup> July 2016 it will be 50 years since Lord Mountbatten unveiled the stone. An application was being made for a local listing. The bronze plate will be unveiled at 11.30am. It will be the final day of the Hooke festival which starts on 18<sup>th</sup> (RH birthday) and comprises some 15 events. On the Friday evening there will be a medieval concert at Freshwater Bay.

Cllr Harris suggested that schools should be involved.

Cllr Wheeler suggested a meeting of those concerned in the week prior to the next Parish Council meeting.

**20. MEMORIAL HALL ARTS AND LEISURE COMPANY – UPDATE ON BUILDING WORK AT THE MEMORIAL HALL AND CONSIDERATION OF COSTS FOR FURTHER WORK.**

Councillors had a written report. Cllr Bamford said that the wall was drying quicker than expected. Some repointing had been done on the north side. She thanked Rob Allen for his work. There had been many good comments.

Cllr Allen pointed out that the builders had managed to work around the activities in the Hall. Cllr Hinton said that he had found out that the Memorial Hall had initially been called the Cameron Memorial Hall. He proposed that it should be renamed. That to be considered at the next meeting.

**21. THE GOULDINGS. TO CONSIDER WHAT ACTION TO TAKE IN VIEW OF ISLE OF WIGHT COUNCIL BUDGET CUTS.**

Cllr Wheeler said that it was important that the Parish Council were kept informed as a major skate holder.

Cllr Cameron thought that a letter should be sent to IWC with the Parish Council's concerns.

Cllr Kennett said that Peter Smith was willing to come to talk to the Council and it was suggested that this be a joint meeting with Totland Parish Council.

**22. TO CONSIDER ASSET MANAGEMENT AND WHETHER OR NOT TO EMPLOY AN ASSET MANAGER.**

Cllr Wheeler suggested that this could be someone technical who was comfortable with dealing with contractors and specifications. It could be 8 hours per month at say £25 per hour.

Cllr Bray suggested this could be done annually at first.

Cllr Harris said that it could be done in house and needed common sense rather than technical expertise.

Cllr Eccles suggested a surveyor and a budget of £1000 per annum.

Cllr Wheeler said that it was possible to buy an IWC employee's time for example to supervise the grass cutting contract.

Cllr Harris said that he did not want to place trust in IWC and that the Parish should take control of its own destiny.

Cllr Medland suggested a £2000 fund for asset management to be used at the discretion of the Clerk.

Cllr Wheeler suggested ring fencing money from the sale of the Avenues site.

Resolved that this would come back as a future agenda item with options for the Parish Council to consider.

**23. ARRANGEMENTS FOR THE QUEEN'S BIRTHDAY.**

There were several events already taking place and it was resolved that the Parish Council's role would be to collate information and publish it.

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

None

**25. TO AGREE PROPOSED FUTURE AGENDA ITEMS FROM COUNCILLORS.**

Renaming of Memorial Hall (BH)

Our Place (GK)

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**26. CONSIDERATION OF OFFERS FOR THE AVENUES BUILDING (FORMER AVENUES DAY CENTRE).**

It was agreed to accept the offer.

**27. COMPLAINT**

The Chairman said that a complaint had been submitted about him regarding a planning application. This had not been upheld.

The meeting closed at 9.35 pm.