



**DRAFT/UNADOPTED**  
**FRESHWATER PARISH COUNCIL**  
**Parish Office 01983 752000**

---

**MINUTES OF A MEETING OF THE FRESHWATER PARISH COUNCIL HELD ON  
TUESDAY 3<sup>rd</sup> OCTOBER 2017 AT 7.00 PM IN THE COUNCIL CHAMBER OF THE  
MEMORIAL HALL**

**PRESENT:** Councillors: G Kennett MBE (Chair), A Bamford, C Fleury, Brenda Hobbs, C Bray, B Hinton MBE (to end of item 20), D Eccles, D James, V Lowthion, M Wheeler, T Nicholson and A Harris.

**ABSENT:** Cllr G Metcalf.

Members of the public: 0.

Clerk: M J Mills

---

**1. APOLOGIES**

Apologies were received from Cllr G Cameron. Also apologies were received from IW Councillor J Medland.

**2. TO AGREE THE MINUTES OF THE FRESHWATER PARISH COUNCIL MEETING HELD ON 5<sup>TH</sup> SEPTEMBER 2017.**

Cllr Wheeler queried item 15 and pointed out that this had been agreed in principle. It was agreed that a note would be made to refer back to item 11 of the minutes of June 6<sup>th</sup>. Subject to that the minutes (having been circulated) were approved.

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

None

**4. QUESTIONS ON THE AGENDA FROM MEMBERS OF THE PUBLIC (UP TO 15 MINUTES).**

None present.

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

Neither councillor was present.

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

**My Life a full Life**

Town and Parish Council locality leads meeting attended on 27<sup>th</sup> September.

**Trees**

One emergency job since the date of the Land Management Committee meeting which was a fallen branch in Jubilee Field (work done Saturday 30<sup>th</sup> September at a cost of £175 plus VAT.

### **Goals at Jubilee Field**

New goalposts have now been installed but the bid for funding was unsuccessful.

### **Handyman**

A log of pending and completed work has now been made.

### **Avenue Road**

A number of parking permits have been issued.

### **Utilities**

Smart meters (electricity) have been installed at the Library and Gate Lane public conveniences. A problem was found with the Moa Place public conveniences' meter.

Gate Lane water bill is being queried.

### **SLCC**

The Clerk attended the SLCC meeting on 19<sup>th</sup> September. Toilets were among items on the agenda.

### **Transfer of Stroud Coppice**

This should be completed by the end of the month.

### **Isle of Wight Day**

Bunting handed out to local businesses and residents.

### **Gate Lane Public Conveniences**

Some minor vandalism has resulted in the toilet roll holders needing to be replaced.

Isle of Wight Council were asked to pursue an insurance claim after a previous incident of vandalism and this is being chased up.

### **Parking in School Green Road**

Complaint from a resident regarding parking outside the area from Hursts to the paper shop. Vehicles said to often be on the pavement and suggestion made that metal bollards should be installed.

## **7. CORRESPONDENCE.**

A letter from Sally Woods was considered and there was discussion about safety issues in Hill Lane.

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

The following payments were approved.

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
05/09/2017	100207	Cross Country Services	Tree work	300.00
05/09/2017	100208	Mark Adams Maintenance Services	Stroud; Maintenance	15.00
05/09/2017	100209	Terry Noyce	Admin; Photos & posters	75.00
15/09/2017	100210	Cross Country Services	Tree work	2,730.00
01/09/2017	Debit	IW Council	2017/18 Rates Avenues	163.00

01/09/2017	Debit	IW Council	2017/18 Rates Gate Lane	184.00
01/09/2017	Debit	IW Council	2017/18 Rates Library	513.00
01/09/2017	Debit	IW Council	2017/18 Rates Moa Place	182.00
15/09/2017	Debit	Business Stream Allotments	Allotments; Water	66.30
15/09/2017	Debit	Corona Energy	Gate Lane; Electricity 1/8-31/8	20.25
15/09/2017	Debit	Corona Energy	Library; Electricity 1/8-31/8/17	90.19
15/09/2017	Debit	Corona Energy	Library; Electricity 1/8-31/8/17	30.38
01/09/2017	Debit	Island Cleaning Solutions	Toilets; Cleaning & Maintenance	865.14
01/09/2017	Debit	SMC Bookkeeping Services	Bookkeeping August	232.00
18/09/2017	Debit	Rapid Computers Limited	Equipment; Interactive Display	3,466.80
18/09/2017	Debit	Zurich	Admin; Insurance	3,402.04
12/09/2017	Debit	Microsoft	Admin; Software Licence	357.12
07/09/2017	Debit	Dropbox	Admin; Backup	7.99
08/09/2017	Debit Card	Co-Op	Admin; Stamps	29.04
04/09/2017	Online	WWYFC	Projects; Goal Posts	2,090.00
				<u>£14,819.25</u>

**New Payments and Cheques for Issue 3/10/17**

01/10/2017	Debit	IW Council	2017/18 Rates Avenues	163.00
01/10/2017	Debit	IW Council	2017/18 Rates Gate Lane	184.00
01/10/2017	Debit	IW Council	2017/18 Rates Library	513.00
01/10/2017	Debit	IW Council	2017/18 Rates Moa Place	182.00
15/10/2017	Debit	Business Stream Allotments	Allotments; Water	66.30
19/09/2017	Debit	Mark Adams Maintenance Services	Maintenance	585.99
20/09/2017	Debit	Business Stream Gate Lane	Gate Lane; Water	1,734.54
26/09/2017	Debit	Business Stream Moa Place	Moa Place; Water	153.87
19/09/2017	Debit	Southern Electric	Library; Gas	39.92
29/09/2017	Online	Salaries	September Salaries	3,005.54
03/10/2017	100211	Brighstone Landscaping Ltd	Land; Maintenance Golden Hill & Afton Marsh; Gift for Nature	1,271.50
03/10/2017	100212	Island 2000 Charitable Trust		2,000.00
03/10/2017	100213	Leon Bicheno	Seats; Maintenance	152.80
03/10/2017	100214	Lifeline Mark Adams Maintenance Services	Library; Alarm	503.40
03/10/2017	100215		Allotments; Strimming	60.00
03/10/2017	100216	MHALCo	Admin; Office Rent	847.08
03/10/2017	100217	Robert Allen	Asset Management	112.50
03/10/2017	100218	Totland Parish Council	Defibrillator & Skatepark Competition	404.00
			<b>New Payments</b>	<u>£11,979.44</u>

**9. STROUD AND JUBILEE FIELD – TO DISCUSS PROPOSALS PREVIOUSLY DISCUSSED AND FORWARD PLAN.**

It was agreed that this should be referred to the working party.

**10. REVIEW OF PROGRESS ON PROJECT PLANS.**

The current list was noted.

**11. CHRISTMAS – PROPOSAL FOR FRESHWATER VILLAGE CHRISTMAS WEEKEND AND BUDGET.**

It was felt that there were a number of events taking place and that it was important to avoid competing against existing events. It was agreed to look into doing something between Christmas and the New Year. Some research would be needed to find out what other events were taking place.

**12. PUBLIC CONSULTATION MEETING ON 26<sup>TH</sup> OCTOBER 2017. TO CONFIRM ARRANGEMENTS.**

Cllr Wheeler would be away. It was felt that events should also take place at other venues and the Library, Dimbola and the really useful café were suggested. 5 display boards had been ordered.

Cllr Eccles suggested a mobile display on the FYT Bus.

**13. GATE LANE PUBLIC CONVENIENCES. TO CONSIDER STEPS TO IMPROVE THIS AMENITY INCLUDING THE POSSIBILITY OF INTRODUCING CHARGING.**

Refurbishment work needed to be done this winter. The asset manager would be able to manage the project. Shanklin TC had introduced charging and the harbour commissioners also charged for use of their toilets.

**14. AUDIT – DETAILS OF CONCLUSION OF THE AUDIT.**

The Clerk reported that no substantive issues had been raised. The report referred to there being no internal auditor's report but that seemed to be an error. In any event it was not a requirement.

**15. UPDATE ON AVENUE ROAD WORKS.**

Cllr Wheeler said that there were 2 reasons of lack of progress – inadequate design or problems with the contractor. Another crew was now coming and Island Roads were saying that they were on program. An early warning notice had been sent.

Concerns were expressed about the kerb line. Investigation was starting re tree pits and Cllr Wheeler was meeting with the Council's tree officer.

Cllr Hobbs was worried about slippery tarmac in the High Street.

**16. POSSIBLE CHANGES TO NON-RESIDENTIAL CARE CHARGING CONSULTATION.**

The Parish Council were very concerned about the effect that this might have on the most vulnerable members of the community. Cllrs were aware that universal credit was being introduced and this might also cause financial difficulties.

**17. CONSIDERATION OF IMPROVEMENTS TO THE MANORIAL LAND ADJACENT TO THE HOUSING DEVELOPMENT IN QUEENS ROAD.**

Cllr Wheeler presented a report. A response was awaited from Ian Thornton re yellow lines. Otherwise posts would be needed. The cost of £3200 was approved by a majority.

**18. APPROVAL OF COMMISSIONING OF PHOTOGRAPHIC RECORD OF AVENUE ROAD FRESHWATER (COST TO BE LIMITED TO £1000).**

A figure of £500 was approved.

**19. REPORT ON FARRINGFORD VISIT.**

3 councillors had visited and reported that restorations had been carried out to a high standard. Cllr Nicholson suggested that an open day for locals would have been good.

**20. REPORT ON SKATEHOLDER REFERENCE GROUP (MY LIFE A FULL LIFE) MEETING AT WEST WIGHT SPORTS AND COMMUNITY CENTRE ON 11<sup>TH</sup> SEPTEMBER.**

Cllr Bamford said that she, Cllr Fleury and the Clerk had attended. The Group's chair seemed open to taking into account views from town and parish councils.

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

Cllr Fleury presented a report re West Wight service providers meeting

Cllr Hobbs reported on Best Kept Village awards

Cllr Wheeler reported on IWALC meetings.

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

Picnic benches at the Stroud (BAH)

Disability accessible play equipment.

AONB Consultation.

**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.**

**23. STAFFING ARRANGEMENTS**

**A) PROPOSAL FOR AN ADDITIONAL 4 HOURS PER WEEK FOR THE ASSISTANT CLERK**

This was agreed.

**B) PROPOSAL THAT THE HANDYMAN BE EMPLOYED FOR 4 HOURS PER WEEK (CURRENTLY PAID ON A SELF-EMPLOYED BASIS)**

Cllrs felt that further research should be done to see if self-employed would be a better option.

**C) CONSIDERATION OF FUNDING FOR THE JUST ASK OFFICER – TO CONSIDER INCREASED HOURS AND FUNDING FOR A FURTHER 2 YEAR PERIOD (REPORT ATTACHED)**

Agreed that this be increased to 25 hours and reviewed in April 2018.

The meeting closed at 9.30 pm.