



DRAFT/UNADOPTED
FRESHWATER PARISH COUNCIL
Parish Office 01983 752000

**MINUTES OF A MEETING OF THE FRESHWATER PARISH COUNCIL HELD ON
TUESDAY 1st MAY 2018 AT 6.55 PM IN THE COUNCIL CHAMBER OF THE
MEMORIAL HALL**

PRESENT: Councillors: G Kennett MBE (Chair), A Bamford, C Fleury, G Cameron, B Hobbs,
D James, C Bray, A Harris, T Nicholson, V Lowthion, and H White.

IW Councillor J Medland

Members of the public: 3

Clerk: M J Mills

1. APOLOGIES.

Apologies were received from Cllrs Eccles (3 month leave of absence) and B Hinton MBE.

**2. TO AGREE THE MINUTES OF THE FRESHWATER PARISH COUNCIL
MEETING HELD ON 3rd APRIL 2018.**

The minutes of the Freshwater Parish Council meeting held on 3rd April 2018 (having been circulated) were approved.

The Chair announced that the West Wight Sports and Community Centre had received an anonymous donation of £4000 as had the Friends of Freshwater Library.

**3. RAY HARRINGTON-VAIL TO TALK ON THE WORK OF THE FOOTPRINT
TRUST.**

Ray explained how the Trust had come about and what work it now did. The Trust was working with town and parish councils in Cowes, Newport, Bembridge, Ryde and Ventnor. Generally this was on the basis that the councils would fund a set number of home visits. They would then report back to the Clerk if something was needed. The cost of home visits was £75 and they would hope for funding of 10 visits and £500 for an “anti-freeze” fund.

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

Item 19 Cllr White – involvement with the Gouldings.

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

A resident of Pound Green asked about the letter he had recently received re parking and asked whether the Parish Council intended to enforce the request that people should not park on the green areas. The Chair said that she had visited the area recently and the erosion of the

grass had been apparent. That had acted as a reminder to send out the letters. The issue of permits might be considered and the matter would be put on the June agenda.

Cllr Hobbs said that at one time the road was single track. She felt the posts should have been put back some time ago.

The Chair said that it was up to the Parish Council to look after the manorial land for the future.

The resident said that he recalled posts being in place 15 years ago and he welcomed some action.

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

Written reports were received from both ward councillors.

Cllr Medland said that the Western Yar Seats Project had had its inaugural meeting in March. It needed the Parish Council's help with maintaining the seats they hoped to put in along the old railway line. There was a further public meeting on 31st May.

Cllr Hobbs questioned if the group had terms of reference. She also pointed out that the parish already had too many seats.

Cllr James said that the railway line was approximately 2 miles in length. He thought it unlikely that people with mobility problems would want to travel the entire distance. Cllr Medland said that the proposal came from Mr Goodall who was himself disabled. Cllr Kennett suggested that the appropriate way forward would be for Mr Goodall to write in to the Parish Council.

Cllr Cameron spoke about problems with seagulls causing a mess. He confirmed that the recent fly tipping has now been cleared away and a prosecution would be brought.

7. CLERKS REPORT – TO BE CIRCULATED TO COUNCILLORS.

My Life a Full Life

The Clerk attended the West and Central Locality Management Group meeting on 24th April and the Leads meeting on 26th April.

Skate park

Damage to one of the ramps discovered on morning of 4th April. A hole 1 metre by 0.5 metre had been caused. Matter reported to the police along with report on constant breaking of glass. However it later became clear that the damage had occurred through natural wear and tear. Damage was made safe shortly after the incident.

Toilets

The Wallgate contract for Moa Place toilets falls due on 1st May. The contract is managed by Ventnor Town Council on behalf of a number of town and parish councils. Renewal details were received on 25th April and the cost is £506 for an 11 month period which is a small increase from last year.

The handyman is working on the leak at Gate Lane.

Pound Green

Letters sent to residents on 26th April.

Training

The Clerk attended SLCC data protection course on 26th April.

Summer fete

Volunteers are requested for the day please along with any further ideas for activities.

It is suggested that programs will be £2 for adults (including raffle) with free entry for under 12's or under 10's.

Cricket pitch

Work commenced on the installation of the cricket pitch on Monday 30th April. It is hoped to complete this by the end of Tuesday 1st May.

Grass cutting

There have been problems with grass cutting at Jubilee Field and the Stroud believed to be caused by difficulties with the contractors' machinery. This culminated with part of one of the football pitches being mowed by one of the members of the cricket club. The footballers were not happy about this when they found half a pitch long & the other half short.

Circular rope swing at the Stroud

A school group damaged this accidentally and it was repaired by the handyman.

Picnic tables and benches at the Stroud

These have now been installed.

Archive Room

Freshwater and Totland archive group have now inspected the archive room and have offered to tidy it up to make some room for themselves.

The Avenues

Progress is now being made regarding the sale.

Fence at the Stroud

Damaged fencing at the Stroud near the play equipment and at rear of 114 School Green Road has now been repaired.

E mail

In the light of the data protection changes councillors are asked to use the main e mail address only – clerk@freshwater-parish.org.uk. The "old" address of freshwaterpc@btconnect.com will be phased out.

Finance

Internal audit has now been completed.

Vacancy

Isle of Wight Council have now confirmed that no request has been made for a bye-election and that the vacancy can be filled by co-option.

8. CORRESPONDENCE.

9. TO AGREE ACCOUNTS FOR PAYMENT – LIST CIRCULATED TO COUNCILLORS FOR INFORMATION.

The following payments were approved.

Date	Num	Name	Memo	Credit
28/03/2018	Debit	Island Cleaning	Toilets; Cleaning	829.14
28/03/2018	Debit	SMC Bookkeeping	Bookkeeping March	280.00
05/04/2018	Debit	BT	Admin; Telephone	206.11
06/04/2018	Debit	Dropbox	Admin; Backup	7.99
06/04/2018	Debit	MHALCo	Admin; Office Rent April	847.08
10/04/2018	Debit	Business Stream	Gate Lane; Water	2,266.17
15/04/2018	Debit	Corona Energy	Library; Electricity	102.75
15/04/2018	Debit	Corona Energy	Toilets; Electricity	48.91
16/04/2018	Debit	HMRC	PAYE Jan-Mar 18	2,070.43
28/03/2018	Card	Currys	FNP; Gift	159.99
06/04/2018	Card	Co-Op	Admin; Stamps	30.00

06/04/2018	Card	Business Stream	Library; Water	91.16
06/04/2018	Card	Currys	Admin; Missing	20.00
12/04/2018	Card	Adobe	Admin; IT Software	21.14
03/04/2018	100318	SLCC	Training; GDPA 26/4	25.00
07/04/2018	100319	WWS&CCT	Community Grant	500.00
07/04/2018	100320	Robert Allen	Asset Management	337.50
07/04/2018	100321	Hillbans	Land; Pest Control	757.92
17/04/2018	100322	Mark Adams	Maintenance	879.48
17/04/2018	100323	IW Council	Library; Cleaning	718.31
24 Mar - 19 Apr 18				£10,199.08

New Payments and Cheques for Issue 1/5/18

20/04/2018	Debit	Southern Electric	Library; Gas 6/3-3/4/18	113.98
20/04/2018	Debit	IW Council	2018/19 Rates	1,057.00
01/05/2018	100324	Brightstone Landscape	Land; Maintenance	2,699.50
01/05/2018	100325	Honor & Jeffrey	Admin; FNP	100.00
01/05/2018	100326	IW Sports Foundation	Annual Subscription	6.00
01/05/2018	100327	Ricoh UK	Photocopier	307.26
01/05/2018	100328	Steve Richards	Projects; Moa Place	1,450.00
01/05/2018	100329	Totland PC	Skatepark and Toilets	279.06
01/05/2018	100330	WWS&CCT	MUGA; Lighting	51.83
01/05/2018	100331	Mark Adams	Maintenance	136.70
				£6,201.33

10. TO CONSIDER WHETHER OR NOT TO SUPPORT A MEETING OF WEST WIGHT TOWN AND PARISH COUNCILLORS TO DISCUSS SUPPORT FOR THE WEST WIGHT SPORTS AND COMMUNITY CENTRE AND THE REGENERATION PROGRAMME FOR THE WEST WIGHT.

Cllr Fleury said that he felt that IW Council had not supported the West Wight in the past as they should have. At a recent meeting of the West Wight local councils group this had been suggested as a way forward. It was **agreed** to support the initiative.

The Chair said that she would be attended a meeting regarding the Military Road strategy.

**11. GENERAL DATA PROTECTION REGULATION (GDPR) –
A) TO ADOPT DOCUMENT RETENTION AND DISPOSAL POLICY,
INFORMATION & DATA PROTECTION POLICY, MANAGEMENT OF
TRANSFERABLE DATA POLICY AND SOCIAL MEDIA AND ELECTRONIC
COMMUNICATION POLICY**

The policies had been circulated and the Clerk explained the background to the proposal. The policies were **adopted**.

B) TO ADOPT APPROPRIATE PRIVACY NOTICES

The notices had been circulated and the Clerk explained the background to the proposal. The notices were **adopted**.

C) TO APPOINT A DATA PROTECTION OFFICER

The Clerk of Totland Parish Council was appointed on the basis that the Freshwater Clerk would act as the Data Protection Officer for Totland.

12. CONSIDERATION OF THE ADOPTION OF AN INVESTMENT STRATEGY.

A draft strategy had been circulated. This was **adopted**. The Finance Committee would consider investment at its next meeting.

13. TO CONSIDER EMPLOYING AN APPRENTICE. REPORT ATTACHED.

Cllr Lowthion felt that there should be an employment opportunity for an apprentice at the end of the apprenticeship.

It is was agreed to employ an apprentice and this would be with a view to finding someone in June.

14. RE-SEEDING OF FRESHWATER BAY GREEN. UPDATE FROM CLLR NICHOLSON AND COSTINGS.

Cllr Nicholson said that reseedling had been done on Friday 27th April. However the seed had simply been put on hard ground so there was a risk of it getting washed away. The contractors had quoted £350 for fencing which Cllr Nicholson suggested should not be agreed. The total cost was £1535 and this had not yet been paid. The contractors would be asked to revisit the seeding and West Wight Sports and Community would be asked if they could loan some fencing.

15. TO CONSIDER THE PURCHASE OF SKATELITE FOR THE SKATE PARK. THE TOTAL COST FOR 6 PANELS IS £948.00 + VAT (£1137.60) + DELIVERY OF £70.00 (TO BE SHARED 50/50 WITH TOTLAND PARISH COUNCIL).

Cllr Fleury said that a lot of work had been done at the skate park. Much of this had been done by a volunteer at no cost to the Council. However all the supplies of skate lite had now been used up and it was sensible to have spare skate lite for urgent repairs.

This was **agreed**.

16. APPROVAL OF QUOTE/COSTS FOR NEW NOTICEBOARD AT THE LIBRARY.

This was **agreed**.

17. CONSIDERATION AND OR APPROVAL OF QUOTATION FROM SPYDER FOR MARQUEE, AUDIO, STAGE, CHAIRS ETC FOR FRESHWATER SUMMER FETE (£3292.50 PLUS VAT).

Cllr James thought that this was more than the going rate. It was agreed to seek 3 quotes but in view of the date of the event it was agreed to proceed with the current quote if other quotations could not be obtained in the next 7 days.

Cllr Fleury said that this money would come from the events budget (£10,000) which was used for this event as well as the Christmas lights.

He said that he did not like the idea of charging for programs. The event could be free and perhaps buckets could be put out to raise money for charity.

Cllr Cameron said that it was necessary to keep a check on numbers.

Cllr James suggested the idea of a sponsored programme.

A counter could be used for recording people along with some form of stamp.

The matter would be discussed with the Assistant Clerk who was organising the event.

18. CONSIDERATION OF APPLICATION BY THE CRICKET CLUB FOR PERMANENT PRACTICE NET IN THE CORNER OF JUBILEE FIELD ABOVE THE SPORTS CENTRE, ON OLD LONG JUMP PITCH.

The Clerk confirmed that the nets would not in fact be permanent but could be moved although several people would be required to do this. The spoil from the new cricket pitch would be used.

A board was now in place showing the fixtures.

The proposal was **agreed**.

19. COMMUNITY GRANT APPLICATIONS FROM YARMOUTH GIG ROWING CLUB, TIMEBANK, CITIZENS ADVICE BOARD AND THE GOULDINGS.

The following grants were approved:

Yarmouth Gig Rowing Club	£360
CAB	£250
Timebank	£300
The Gouldings	£500

Cllr Harris suggested inviting the Gouldings to the summer fete.

It was also suggested that an offer could be made to assist with the process of locating and obtaining supplies given the Council's involvement in this area.

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

Cllr James said that a date was awaited for the door entry system for the Parish Office.

21. TO AGREE PROPOSED FUTURE AGENDA ITEMS FROM COUNCILLORS.

None.

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.

22. STAFFING LEVELS. TO CONSIDER ADDITIONAL HOURS OF WORK FOR THE ASSISTANT CLERK.

Additional staffing hours were agreed.

23. OTHER MATTERS

The Chair mentioned that the agenda had gone out for the meeting next week. The submission date for the bid was 29th May. FATAG and Freshwater Bay Residents' Association had now been consulted.

The original bid would be re-circulated.

A management group would need to be re-established.

It was suggested that the scheme appeared to be helping only one group of the community.

In reply it was stated that the Hooke Society had been very keen and that certain works such as the installation of disabled access would have to be done anyway.

The question of who should chair the meeting was raised and it was agreed that the Parish Council Chair would do this. The view was that she had been impartial as a chair throughout her term of office.

The meeting closed at 9.40 pm.