

Minutes of the **Annual Meeting** of Gurnard Parish Council held at Gurnard Village Hall in Westbrook Lane, Gurnard on Wednesday 8 May 2018 at 7.00pm.

PRESENT: Councillors Nolan (Chair), Bugden, Fuller, McKean, Laurens, Jacobs, Wood and Smith

The Chairman welcomed Mr. John Berry to the meeting who provided an informative overview of the number 32 bus route from its beginnings to its current status which operates 5 times a day, Tuesday to Saturday. The timetable has been modified recently to improve the efficiency of the service. Once funded by the IWC, the service is now entirely reliant on ticket sales and donations. In spite of this passenger numbers are up and Mr Berry believes the service is very much here to stay. Volunteers are always needed however and should anyone be interested there is free training available through Southern Vectis which leads to a professional bus license. The Chairman thanked Mr Berry for attending and presented Mr. Berry and his wife with the Parish Award on behalf of the Parish Council in recognition of going above and beyond the call of duty for residents in Gurnard as our Community Bus Driver.

PCSO Derek Howard was in attendance and reported the team's current priorities which remain shed breaks, drug related harm and Operation Sceptre. There were 6 crimes reported during April compared to 2 for the same period in 2018. These consisted of 3 assaults, 1 burglary, 1 criminal damage and 1 public order. The investigation into the burglary is now complete and will remain closed unless any new information comes to light to identify the suspects.

Environment Officer Mrs Samantha Kinnaird was unable to attend the meeting for personal reasons.

The meeting commenced at 7.30 pm

6848 ELECTION OF A CHAIR

RESOLVED: Councillor Nolan is re-elected to serve as Chair until the Annual Meeting of the Council in 2020

6849 CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Nolan made a declaration of acceptance for the office of Chair before the Proper Officer.

6850 ELECTION OF VICE CHAIR

RESOLVED: That Councillor Fuller is elected to serve as Vice Chair until the Annual Meeting of the Council in 2020

6851 To review and approve Standing Orders and Financial Regulations

RESOLVED: That the Standing Orders and Financial Regulations are approved without amendment

6851 To appoint a Parish Council Internal Auditor, and to approve access

RESOLVED: That Mrs Maxine Warr is re-appointed as the Council's Internal Auditor and access is approved

6852 Appointments to Committees:

a. Planning

RESOLVED: That a Planning Committee is appointed comprising all members of the Council and that Councillor Laurens is appointed Lead

b. Toilets

RESOLVED: That a Toilet Committee is appointed comprising of Councillors Nolan, Laurens, Bugden, Jacobs, Smith and Wood

6853 Appointments to working groups:

RESOLVED that the following Councillors are appointed to the following working groups:

a. Cooks Bay Access Working Group Councillor Nolan and Laurens alongside 7 local residents

b. Designation of Local Green Space Working Group Councillors Nolan, McKean, Bugden and Laurens

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- c. Old School Meadow Working Group Councillors Nolan, McKean, Bugden, Laurens and Wood
- d. Financial Working Group Councillors Bugden, Nolan and Fuller
- e. Personnel Working Group Councillors Fuller, McKean and Nolan
- f. Grants Panel Councillors Bugden, McKean and Nolan
- g. Footpaths and Rights of Way Working Group no longer deemed necessary

6854 Appointments to outside bodies:

RESOLVED that the following Councillors are appointed as representatives on the following outside bodies:

- a. IWALC Executive Committee Councillor Fuller
- b. Isle of Wight Council's Town and Parish Council Seminars Councillor Fuller
- c. Isle of Wight Council's Community Plastic/ Environmental Monthly Forum Councillor Wood
- d. Amey Advisory Group Councillor Wood
- e. PACT (Partners/police and communities together) group Councillor Bugden with Councillor Wood as deputy
- f. Village Hall Management Association Councillor Jacobs
- g. Cowes, Gurnard and Northwood Community Transport Forum Councillor Fuller
- h. **No representative was appointed to the May Queen committee as it is not running this year. It was suggested it would be useful to have representation on the Cowes Mobility Forum which will be appointed to next month.**

6856 Appointments to the following roles:

RESOLVED that the following Councillors are appointed to the following roles:

- a. Tree Warden Councillor Nolan
- b. Neighbourhood Watch coordinator Councillor Wood
- c. Age Friendly Champion Councillor Smith
- d. Parish Council Accounts Monitor Councillor Nolan
- e. Youth champion no longer deemed necessary

6857 Appointments to areas of responsibility

RESOLVED that individual areas of responsibility are no longer a necessary addition to the above appointments

6858 Apologies for Absence

Apologies were received from Councillor Williams

6859 Members' Declarations of pecuniary and non-pecuniary Interests

- a. Councillors Bugden and Jacobs declared a non-pecuniary interest in 7(e) and 4(c) as they live near to the sites.
- b. No dispensation requests were received.

6860 Minutes

The draft minutes of the Full Council meeting held on 10 April 2019 were taken as read, approved as a correct record and signed by the Chair.

6861 Planning, Licensing & Tree Preservation Order Applications:

- a. The following planning application was received:

Application No: 19/00087/FUL

Location: 32 Shore Road PO31 8LD

Proposal: Demolition of dwelling; proposed replacement dwelling

RESOLVED: That Gurnard Parish Council make no objection

- b. The following decisions were received and noted:

- i) TW-0077-19

Location Land at Woodvale Farm, Woodvale Road, Cowes Consent for the following: T1-5 Oak trees situated as detailed in the application are to have the crown raised to 5 metres above ground level and the remaining crown cleaned. T6 sycamore tree as detailed in the application is to be felled to near ground level.

- ii) Application No: P/00129/19

Location: 3 Shore Road, PO318LB

Proposal: Demolition of bungalow; proposed dwelling

Decision: Granted Plan Permission (or issue Cert)

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- iii) Application No: P/00265/19
Location: 30 Shore Road, PO318LD
Proposal: Demolition of dwelling; proposed replacement dwelling
Decision: Granted Plan Permission (or issue Cert)
- c. To approve the proposed naming of the access road off Cockleton Lane "Old School Place" and number the properties 1-7

RESOLVED that the proposed name 'Old School Place' is approved for this new development

6862 REPORTS

a. Parish Council Chair

The Chairman reported his time spent with other councillors on the Old School Meadow Working Group which will be reported under agenda item 7e.

c. Clerk to the Parish Council

The Clerk circulated a written report and timesheet prior to the meeting. Councillors asked the Clerk to arrange a meeting for the Personnel Working Group to review the Clerk's employment as agreed at the last Personnel Working Group Meeting. An invitation to a Clerks meeting with IWC Monitoring Officer Helen Miles on Friday, 31 May has been received which councillors suggested the Clerk attends on this initial date to establish its use. The Clerk has gained the application and guidance to register the play area for village green status as requested, and has forwarded to Councillors to review. As it looks on first sight to be a fairly time consuming piece of work it was proposed to put this aside while priorities such as the toilets are dealt with, to be resolved at next month's meeting. The Clerk raised the street furniture Spring walk which is due, however councillors feel this no longer necessary since Island Roads have taken over the maintenance of street furniture on the highway, and that issues with any other assets will be reported as and when.

c. IW Councillor

IW Councillor Fuller circulated a written report prior to the meeting and updated that he has requested copies of the Bucklers View development plans which have increased from 12 flats to 13, and that he will be running a drop-in at the Portland for residents to attend about this

d. IWC Town and Parish Council Seminar

Cllr Fuller reported his attendance at the latest IWC seminar and presentations from Mr. Ollie Boulter and Mr. Colin Rowlands, on the Highways Safety and Improvements Register, were circulated prior to the meeting. Of note; requests for double yellow lines now have to go via Hampshire due to a lack of resource at the IWC. Cllr Fuller clarified the distinction between 'no loading' and 'no-waiting' (meaning no one can stop at all) and is hopeful his request for a TRO outside Gurnard Primary School will be approved after his meeting with Mark Downer, IWC's Parking Operations Manager, next Tuesday. Cllrs Smith and Wood offered to attend in support.

6863 Finance (For information, consideration and decision)

a. The Clerk presented electronic payments totaling £2036.41 for approval.

RESOLVED: That electronic payments totaling £2036.41 are noted and approved.

b. The Clerk presented the monthly bank reconciliation and copies of the bank statements for information.

RESOLVED: That the monthly bank reconciliation and bank statements are received and noted.

c. The Clerk presented receipts totalling £59500, £58000 of which has been transferred from the current account to the deposit account

RESOLVED: That Councillors confirm receipt of the High Street clean-up funding of £1,500.00, and precept and grant payment from IW Council of £58,000.00

6864 Items raised by councillors (for information, consideration and decision)

a. Litter on the Green

The problem of overflowing bins following a busy Easter weekend was reported all over the Island. Whilst it is believed Island Roads have a duty to ensure litter doesn't spill out of bins, the biggest problem identified on Gurnard Green is next to the café, and it was proposed this problem is only going to get bigger with longer opening hours. Cllr Fuller has been in conversation with the café owners and is hopeful that they will work with the Parish Council to find a solution. An issue of second home owners fly tipping has also been reported and it was proposed to highlight the collection plus service that can be accessed in the next newsletter.

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RESOLVED: To gain the advice of Environment Officer Mrs. Samantha Kinnaird, before making any decisions and for the Clerk to invite her to the next meeting.

b. Parking on Worsley Road (Councillor Fuller)

Cllr Fuller has recently received two complaints from local businesses about parking on Worsley Road and is following up the suggestion of extending double yellow lines from the junction at Church Road. He is developing a parking survey for residents and will feedback any evidence from this to Island Roads. Whilst Cllrs wish him well with this endeavour, it was pointed out increasing double yellow lines is likely to speed up traffic and may simply move the parking problem elsewhere in the village. It was also observed that some of the plants on the verges are quite dense and prickly and prevent people from parking closer to the kerbs.

c. Tree Preservation Orders (Councillor Nolan)

Following work observed recently on a TPO GPC had not received information about (notification had gone to Cowes Town Council in error) it was proposed that the Clerk write to the IWC to clarify procedures about tree work applications and request a copy of the maps to identify the tree's location.

RESOLVED that the Clerk contact Mr. Jerry Willis at the IWC for clarification on procedures and to request copies of applications and maps are sent in the future both to the Clerk and Cllr Nolan as Tree warden

The question was posed as to whether the oak tree on Baring Road (the plot where 4 houses were being proposed for development) has a TPO?

RESOLVED that the Clerk enquires about the status of the oak tree in question on Baring Road.

d. Update from the Toilet Working Group

Two quotes have been received for the renovation of the toilets and one further quote is due shortly.

e. Update from the Old School Meadow Working Group

A meeting of the Old School Meadow Working Group was held yesterday. It is thought that a good job has been done of the mowing and strimming but that there are still areas that could do with a trim, particularly around the pond, and a general tidy up of the site is required. It was proposed to use a local resident known to do odd jobs with a good reputation and ask him to do a general tidy up

RESOLVED for the Clerk to ask the local resident if he could carry out a few hours of work of this nature, and if he can meet Cllrs Nolan and Bugden on site to discuss further

Pond access was discussed by the working group and they identified that the combination lock on the gate had been recently opened. A new padlock has been installed as a temporary measure. The recommendation is to remove the lock to enable open access of the site, but as regular users have been accustomed to it being locked, new signage will be needed to ensure children are supervised.

RESOLVED that signage is installed to this effect warning of the change of access to the pond and for the Clerk to write an article in the Gurnard News advertising the meadow to promote its full use.

6865 Risk Assessments

The annual review of the risk assessments was carried out under the headings of Old School Meadow, Employee, Finance, Homeworker, Insurance, Risk Management Schedule, Toilet Cleaning, Grass cutting and the Village Clock and the findings were presented to the Council.

RESOLVED that the Parish Council approves the annual reviews of these risk assessments

6866 **ITEMS FOR FUTURE AGENDAS**

- Update from the Personnel Working Group
- Village Green Status
- Update from the Toilet Committee
- Grants Panel
- Representation on the Cowes Mobility Forum

The meeting closed at 9.30 p.m.

CHAIRMAN