

Minutes of the Annual Meeting of the Gurnard Parish Council held in the main hall at Gurnard Primary School in Hilton Road, Gurnard on Tuesday 11th May 2010 at 7.00pm.

PRESENT: Councillors Jacobs, Day, Hathaway, Mrs McKean, Mrs Butler, Mrs Bugden & Mrs Pain.

AGENDA "A"

- 5198 ELECTION OF CHAIRMAN
Resolved: That Councillor Day is elected to serve as Chairman until the Annual Meeting of the Council in 2011.
- 5199 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE
Councillor Day made a declaration of acceptance for the office of Chairman before the Proper Officer.
- 5200 ELECTION OF VICE CHAIRMAN
Resolved: That Councillor Hathaway is elected to serve as Vice Chairman until the Annual Meeting of the Council in 2011.
- 5201 TO REVIEW AND APPROVE STANDING ORDERS
Resolved: That Standing Orders are approved subject to the following amendments: that the last 3 words of section 8.1 are replaced by the word "meetings". That section 24.2 is changed to read "Where emergency or urgent action is required in between meetings the Clerk, in consultation with the Chairman (or Vice-Chairman in the Chairman's absence) and 2 other Parish Councillors, is empowered to take appropriate action on the Parish Council's behalf, subject to this action being confirmed at the next Full Council meeting."
- 5202 TO REVIEW AND APPROVE FINANCIAL REGULATIONS
Resolved: That Financial Regulations are approved subject to the following amendments: That "and the Accounts and Audit (Amendment) (England) Regulations 2009" is added onto the end of sections 4.1 & 4.3.
- 5203 TO APPOINT AN INTERNAL AUDITOR
Resolved: That Miss Sarah Truckell is appointed to serve as Internal Auditor until the Annual Meeting in 2011, and access is approved.
- 5204 TO APPOINT A PLANNING COMMITTEE
Resolved: That a Planning Committee is appointed comprising all members of the Council.
- 5205 TO APPOINT A COMMUNITY PROJECTS COMMITTEE
Resolved: That the existing Community Projects Committee is re-appointed, of which 2 will be Parish Councillors namely Councillors Day and Mrs Bugden.
- 5206 TO APPOINT A REPRESENTATIVE & DEPUTY REPRESENTATIVE TO THE EXECUTIVE COUNCIL OF THE IW ASSOCIATION OF LOCAL COUNCILS
Resolved: That Councillor Day is appointed to represent the Council with Councillor Mrs Pain as deputy.
- 5207 TO APPOINT A REPRESENTATIVE TO THE MANAGEMENT COMMITTEE OF THE COWES YOUTH CLUB
Resolved: That Councillor Mrs McKean is appointed to represent the Council.
- 5208 TO APPOINT A REPRESENTATIVE TO ISLAND WASTE SERVICES LOCAL COMMUNITY ADVISORY GROUP
Resolved: That Councillor Hollis is appointed to represent the Council.

- 5209 TO APPOINT A REPRESENTATIVE TO THE MAY QUEEN COMMITTEE
Resolved: That Councillor Mrs Butler is appointed to represent the Council.
- 5210 TO APPOINT A REPRESENTATIVE TO THE MARSH ROAD RESIDENTS ASSOCIATION
Resolved: That Councillor Harley is appointed to represent the Council.
- 5211 TO APPOINT 2 REPRESENTATIVES TO THE VILLAGE HALL MANAGEMENT COMMITTEE
Resolved: That Councillors Mrs Bugden & Mrs Butler are appointed to represent the Parish Council.
- 5212 TO APPOINT 3 REPRESENTATIVES TO THE GURNARD TRAFFIC PLAN WORKING PARTY
Resolved: That Councillors Jacobs, Day & Mrs Pain are appointed to represent the Parish Council.
- 5213 TO APPOINT AN OLDER VOICES CIRCLE REPRESENTATIVE
Resolved: That Councillor Mrs Bugden is appointed to represent the Parish Council.
- 5214 TO APPOINT 2 PARISH TREE WARDENS
Resolved: That Richard Bolwell and Councillor Day are appointed as Parish Tree Wardens.
- 5215 TO APPOINT A PERSONNEL WORKING PARTY
Resolved: That Councillors Day, Hathaway & Mrs Bugden are appointed to represent the Parish Council.
- 5216 TO APPOINT A PARISH COUNCIL ACCOUNTS MONITOR
Resolved: That Councillor Day is appointed to represent the Parish Council.

With the formalities of the Annual Meeting completed, the meeting continued with the normal business as set out in agenda B.

AGENDA "B"

The IW Council Neighbourhoods and Environment Officer post has been discontinued.

PC Mark Thomas from the Safer Neighbourhoods Team attended and reported that there had been a burglary in Rew Street between noon on 23/4/10 and noon on 25/4/10 involving the loss of £2200, jewellery, a laptop, a camera and a quantity of cigarettes. There have also been 2 thefts: a Yamaha outboard motor from a boat on the Marsh late on 22/4/10 and a Musto jacket from the May Queen barn dance event on 2/5/10. Beach patrols are continuing on Friday and Saturday nights and a Facebook advertised party involving 200 youths was recently thwarted. Mark is hoping to be trained in the use of a speed gun, and some Councillors showed interest in assisting. Questions followed and it was mentioned that a CCTV camera has been seen at the Round House.

There were no comments from members of the public present (4)

- 5217 APOLOGIES
Apologies were received from Councillor Harley who had a work commitment.
- 5218 MEMBERS' DECLARATIONS OF INTEREST
There were no declarations of interest.
- 5219 MINUTES
- a. The minutes of the Planning Committee meeting held on 27th April 2010 were received and noted.
 - b. The draft minutes of the Annual Parish meeting held on 27th April 2010 were noted.
 - c. The minutes of the Full Council meeting held on 13th April 2010 were taken as read, approved as a correct record and signed by the Chairman.
- 5220 MATTERS ARISING FROM THE FULL COUNCIL MEETING ON 13th APRIL 2010
- a. Re: Minute 5187e: Following increased public interest and concerns about the proposals for the new gas main, Southern Gas Networks has been invited to attend a public meeting in the Village Hall from 7pm on Thursday 10th June 2010 to explain the project further in an attempt to allay these concerns.

- b. Re; Minute 5197: Councillor Day made the Parish Award to the Dow family at Londis Stores on 29th April 2010, which has been displayed in the shop.
- c. Re: Minute 5190 (Minutes 3300, 3323, 3383, 3473c, 3589, 3733, 4859, 4871b 4977, 4987a, 5017, 5035f, 5082i & 5180 also refer): Councillor Harley was not present to update the Parish Council on progress made with forming the Gurnard Beach Working Party so this was deferred to next month.
- d. Re: Safer Neighbourhood Team's report: Parks & Beaches removed the litter bin opposite No 8 Princes Esplanade when a new bin was placed in the play area.

5221 PLANNING APPLICATIONS & TREE PRESERVATION ORDERS

- a. Report from Parish Clerk.
The following applications have been approved:
P/00258/10: Proposed vehicular access at 13, Solent View Road, Cowes.
P/00301/10: Replacement of planning permission (P/01034/07 TCP/08738/E: demolition of garage., Conservatory. Provision of 1st floor with new roof to provide additional living accommodation, to include balconies on west elevation. Covered parking area) in order to extend the time limit for implementation at 48, Lower Church Road, Cowes.
The following application has been refused:
P/00313/10: Alterations to roof to include enlargement of existing dormer window on side elevation at 12, Shore Road, Cowes.
The following appeal has been allowed:
P/00611/09: Alterations: enclosure of 1st floor decking area to provide extended dining facilities at the Woodvale Inn, Princes Esplanade, Cowes.
 A resident queried the removal of some trees and shrubs in Hornhill Copse prior to the gas main works application being approved, but Development Control has advised this is in order and the resident has been informed.
- b. **TPO/2010/13:** Tree Preservation Order at 7, The Avenue, Cowes
Resolved: That the Parish Council supports the Tree Preservation Order

5222 REPORTS

- a. IW Councillor
 Councillor Fuller circulated a hard copy of his report which included concern at Bucklers View over losing the warden, rubbish collection complaints especially from Woodvale Road and Shore Road, concerns with the cross Solent gas main replacement project, school admission appeals to Gurnard Primary School, confirmation of the footway for Baring Road, car and van sales in lay-bys in Place Road, confirmation that bus no 32 is safe for at least another year, and beach hut rent increases.
- b. Parish Clerk
 A new hand dryer has been installed in the ladies toilet on the Village Green.
 Brutal pruning has been carried out on a Tamarisk Tree at the end of Shore Path by the slipway - the Tree department has been advised and investigations are continuing into its future protection and who is responsible.
 The dog bin by Woodvale Pumping Station which fell off the railings was replaced on 22/4/10. Following an initial hitch with the wheelie bin emptying in mid April it will now be emptied every Tuesday.
 The Gurnard in Bloom Team has reported that some damage to daffodils in Solent View Road and Worsley Road was sustained in mid April.
 The Area Superintendent says the replacement of the broken wooden posts in Cockleton Lane and Worsley Road/Shore Road is low priority but they will be replaced eventually.
 A Gurnard Beach party advertised on Facebook for 16th April by a Gurnard resident was successfully thwarted the Police.
 The 30/40 mph signs in Rew Street had been around again last month, but the Area Superintendent has corrected the situation now.
 A notice of amendment to the dog exclusion order (Isle of Wight) 2008 about enforcement powers came into force on 1/5/10.
 An overflowing drain at the bottom of Worsley Road in mid April was reported and Southern Water attended on 23/4/10.
 Rights of Way states the dedication agreement for the footpath land to the rear of the Gurnard Heights houses is now with the legal department.
 The Traffic Plan Working Party is scheduled to meet on Thursday this week at Gurnard Pines, and the room is booked for 7pm.
 The signage problems connected with the Cockleton Lane resurfacing works seem to stem from the contractors being left unsupervised in respect of the positioning and wording.

Green garden bags are selling well at the moment and a new supply was ordered from Island Waste recently.

The issue of a skip on Solent View Road being reported as unlicensed for use on the highway has proved to be licensed now.

Halifax has managed to correct Councillor Day's address details at last.

There will be both Planning Committee and Community Projects Committee meetings on 25/5/10.

Dog bin emptying fees have been increased to £2 with effect from 1/4/10.

Following consultation with the Chairman Gurnard Pines has been invited to the June meeting to give a short update on their plans for the site.

The Riverside Centre is offering information days in June on CRB and ISA applications.

The renewal of Parish Council's registration on the Information Commissioner's Office register has been confirmed for another year.

c. May Queen Event 2/5/10 & 3/5/10

Minutes 5142, 5156 & 5188f refer

This was a 2 day event this year, with a beer festival and a barn dance held at separate times on the Sunday and then the usual May Queen procession and fete on Spencer's field on the Monday. About 150 people attended the beer festival and about 170 the barn dance, both of which have received many appreciative comments. The procession was well supported and the usual fete followed on but in Spencer's field for the 1st time. There were many stalls and activities with about 350 people attending. The Parish Council had a presence for the 2nd year and staged an exhibition of the play area project and more general Parish Council issues. A consultation was also carried out on 4 topics and, although analysis has yet to be carried out, there were about 23 post-it comments made, though some were not connected with the consultation topics. Recognition was given to the Spencer family for their efforts, generosity and enthusiasm for community events. **It was agreed to thank the organisers.**

d. Litter Pick Events 7/5/10 & 8/5/10

Minute 5082g, 5159, 5173 & 5186a refer

The Parish Clerk reported that the Friday event with Gurnard Primary School went very well and there were about 10 children + 5 helpers, and 3 big bags were filled with rubbish from Tuttons Hill and Spencer's Field. The children enjoyed themselves and the IW County Press took both group and individual photographs, and they are keen to be involved in a future event. Councillor Day reported that 10 residents worked on Gurnard Beach and collected about 7 bags. Councillor Hathaway reported that about 6 scouts & 3 leaders took part working on Worsley Road, Shore Road and the Village Green and collected about 5 bags. **It was agreed to discuss the timetabling of future events next month.**

e. Play Area Project

Minutes 4651, 4891, 5026, 5037, 5061c, 5083, 5106 & 5123(h), 5151(b), 5139 & 5171(d) refer.

Due to a miscalculation by the Eibe representative the location for the new swing had to be altered - it was eventually installed on 19/4/10 & 23/4/10, during which time the play area was closed and locked up. The balance beams had to be moved to make way for the swing and they were repositioned close to the wobbly bridge, and matting was also placed inside the small wooden boat. The attentiveness and assistance of Mike Rainey was again much appreciated. All 4 dedicated seats have now been installed, and there was a photo-shoot to mark the project's completion on 23rd April with some of the Community Projects Committee members, which featured in the 30/4/10 edition of the IW County Press. The Awards for All end of project report was completed and sent off before the 30/4/10 deadline. Playbuilder has inspected the scheme and the only slightly untoward comment was that it was focused on the under 8's a little too much, and this end of project report will be completed as soon as the invoices for the seating have arrived. Mike Rainey will be submitting another amendment to the planning consent to reflect the swing's new position. The Parish Clerk was thanked for his input to this project.

f. Gurnard Village Hall Association Management Committee Meeting 22/4/10

Councillor Mrs Bugden reported that all was going well. The minutes of the meeting included that 7 committee members attended and the main points were the completed carpeting of the stage steps and insulation projects, the gas heater installation is still in progress and the art exhibition went well. Hallmark 2 & 3 are accredited with the £4000 grant and there may be the chance to access a further £1000 grant too. Hirings are generally healthy but the toddler group is looking for a new leader. There was some talk of installing a phone line and all the details of the hall's involvement with the May Queen were agreed. The next meeting is 17th June.

g. IW Walking Festival – Gurnard Walk 9/5/10

It is understood that this walk from the Outlook Café to Thorness and back took place, led by Jo Moore, but no report was available.

h. Gurnard Regatta Steering Group Meeting 15/4/10

5123d, 4143, 5151a & 5171f refer.

7 out of the 8 members attended and discussions included the workshop theme, Village Green and waterborne activities, catering, costs, licensing, advertising and insurance. The event theme will be solely pirates now, and a bouncy castle will be provided on the flat sun dial area by the Watersedge Restaurant seating area. There is still some work to do with firming up on the wet suit dressing competition and some other practicalities, including checking up on insurance cover and licensing requirements. Catering will be almost solely down to the Watersedge Restaurant and the proprietors are aware of this. There may, however, be some catering and candy floss provision at the sailing club too. The next meeting is 20th May – 7pm at the sailing club.

i. Cowes Youth Club Management Committee Meeting

The expected May meeting has been rescheduled for Monday 5th July.

j. Shoreline Management Plan Review 19/4/10

Minute 5188b refers.

It is understood that Councillor Harley attended on the Parish Council's behalf, but no report was available. This was deferred to next month.

5223 DAMAGED HEDGING IN COCKLETON LANE

Minute 5195b refers

A resident has asked the Parish Council for assistance in combating damage being sustained to a tailor cut hedge on the front boundary of property in Cockleton Lane, allegedly by passers-by.

It was agreed that there was little the Parish Council could do, but it was suggested that the resident makes contact with the school.

5224 COUNCILLORS' AREAS OF RESPONSIBILITY

Consideration was given to the allocation of specific areas but due to absences it was

Agreed: That this item is deferred to the next meeting

5225 HOUSEHOLD WASTE COLLECTIONS

Minute 5195a refers

With respect to enquiries about public liability in the event of an accident due to the new kerbside positioning of waste bags, the IW Council has responded that it cannot provide a block indemnity. However, any claims made will be treated on the merits of the case. Other local authorities report no problems in this respect considering the hazard as being no more than street furniture etc.. The IW Council asks for cooperation from residents in putting bags in a line on the kerbside, not in piles. The Parish Council considered if a formal response to this issue was necessary.

It was agreed that the Parish Council would continue to monitor the situation.

5226 GURNARD IN BLOOM

A request has been made by the Gurnard in Bloom Team for the Parish Council to supply green garden bags to the team to use in the Village as the members work on the planted beds and other gardening projects, so that the waste can be taken away without cost to the members by the normal collection service or have to trip out to the tip.

Resolved: That the Parish Council awards a grant of £100 to the Gurnard in Bloom Jubilee Fund to finance the purchasing of garden waste bags.

5227 ANNUAL REVIEWS

a. Risk Assessments

Risk assessments were carried out under the headings of employees, insurance and contractors and the findings were presented to the Council.

Resolved: That the Parish Council approves the annual review.

b. Disability & Equality Action Plan

The action plan was reviewed and presented to the Council for approval.

Resolved: That the Parish Council approves the annual review.

5228 CONSULTATIONS

Consideration was given whether to respond, and if so how, to 1 consultation document:

a. Island Plan Area Action Plan Boundaries

Resolved: That the Parish Council supports the proposed Island Plan Area Action Plan Boundary proposals.

5229 ACCOUNTS

a. Petty Cash

The Parish Council was given the details of the £16.29 expenditure from this account since the last meeting.

- b. External Audit 2010
This takes place on 12th July, and it will be advertised in the usual manner later this month.
- c. Internal Auditor's Annual Report
Copies of the Internal Auditor's report for the year ending 31/3/10 were circulated to all members.
The Parish Council noted and received the Internal Auditor's annual report.
- d. **Resolved: To confirm the following payment:**
Island Waste Services £62.50
- e. **Resolved: To make the following payments:**
- | | |
|----------------------------|----------|
| Telephone | £35.02 |
| Travelling | £26.40 |
| Photocopying | £1.10 |
| Parking | £0.60 |
| Printer cartridge | £48.08 |
| IWSLCC Branch subscription | £10.00 |
| Chairman's Allowance | £12.10 |
| Petty Cash | £40.00 |
| Salaries | £937.69 |
| Post Office Ltd | £440.64 |
| Eibe Ltd | £4557.14 |
| Biffa Waste Services | £1706.10 |
| Broker Network Ltd | £563.51 |
| S Dines | £24.00 |
- f. **Resolved: To transfer £46.92 from the Parish Council's HSBC Treasurer's account to its HSBC Business account.**
- g. **Resolved: To transfer £2000.00 from the Parish Council's Halifax account to its HSBC Treasurer's account.**
- 5230 ITEMS FOR NEXT AGENDA
No additional items were raised.
- 5231 EXCLUSION OF PUBLIC AND PRESS
Resolved: That in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act of 1960, the Press and Public will be excluded from the following item, having due regard to the confidential nature of the business to be transacted.
- 5232 PERSONNEL MATTERS
- a. Parish Clerk's Appraisal
The Parish Council received a report from the Personnel Working Party on this year's appraisal process.
- b. Parish Clerk's Terms and Conditions of Employment
Resolved: That the Parish Clerk's spinal column point remains at SCP 26 on the scale LC2. That the contracted number of hours worked per week is increased to 26. That the home user allowance remains at £13 per month.

The meeting closed at 8.47pm.

CHAIRMAN