

Minutes of the Full Council Meeting of the Gurnard Parish Council held in the main hall at Gurnard Primary School in Hilton Road, Gurnard on Tuesday 10<sup>th</sup> November 2009 at 7.00pm.

**PRESENT: Councillors** Day (Chairman), Jacobs, Hollis, Mrs Pain, Mrs McKean, Mrs Butler & Mrs Bugden.

**PRESENTATION: REPLACEMENT CROSS-SOLENT GAS MAIN** with Katie Randall-Stratton (Halcrow) and Julia Deans & Brian Mitchell (Scotia Gas Networks)

The existing main has been in existence since 1966, but land on the Egypt Point becoming unstable together with other man-made and natural hazards dictate a new main is needed. The special designations, including the SINC area, mean it is simpler to move the landfall of the main too. The new main (2 pipes) will run from Lepe to Gurnard, and of the 4 options available the preferred option was to drill with a "mole guided system" to limit disruption onshore. The landfall site will be south of Hornhill, accessed from Rew Street, and a new pressure reduction station will be needed too. The new main will link up with the existing main east of Gurnard (Tuttons Hill), and this will be drilled underground beneath the SINC area and through an opened trench in Cockleton Lane – this will affect about 200 metres of the road between Hilton Road and the school. The existing Egypt Point site will be abandoned. Stakeholder consultation commenced in May 2008, and with the IW Council in November 2008. Following the scoping report stage there will be an environmental assessment and then public meetings in Spring 2010. Questions followed and from these it was revealed that there will be letter drops to affected residents in due course, that there may be some Cockleton Lane road closures, that the project will start, planning permitting, in July/August 2010 and will last for about 12 months. There will be some 24 hour working just when pulling the pipes through from Lepe (cannot stop half way).

**IW Council Neighbourhoods and Environment Officer Jacqui Darby** reported that it had been a quiet month. Following on from the beach meeting patrols are still on-going and will continue through next year. The Shore Road/Worsley Road verge wooden posts that are damaged/rotten have been reported, and the white lining adjacent to Shore Path will be renewed. It was reported that the Cockleton Lane nameplate at the top of the road had been uprooted, and that littering by the beach huts and in Cockleton Lane was bad at the moment.

**PC Mark Thomas from the Safer Neighbourhoods Team** reported that the street mapping exercise will be completed by the end of November, and then the results will be analysed. The "under 21" scheme for off-licenses and supermarkets for alcohol purchases on weekends is being extended into Cowes, and there was not enough evidence to identify the culprit responsible for the recent stealing of a golf buggy and causing fencing damage in Hilton Road.

#### Comments from members of the public present (3)

A question was asked about the status of the footpath behind the Gurnard Heights houses.

#### 5099 APOLOGIES

Apologies were received from Councillor Harley who had a prior engagement.

#### 5100 MEMBERS' DECLARATIONS OF INTEREST

Councillor Day declared a personal interest in agenda item 16(b) due to his serving on the Ethical Standards Committee.

#### 5101 MINUTES

- a. The Minutes of the Planning Committee meeting held on 27<sup>th</sup> October 2009 were received and noted.
- b. The Minutes of the Full Council Meeting held on 13<sup>th</sup> October 2009 were taken as read, approved as a correct record and signed by the Chairman.

- 5102 MATTERS ARISING FROM THE FULL COUNCIL MEETING ON 13<sup>th</sup> OCTOBER 2009
- a. Re Minute 5082(i) (minutes 4377, 4486b, 4893, 4904b, 4917b, 4943a, 4943b, 4953d, 4970b & 4989b also refer): Councillors Day and Mrs Butler meet with the Area Superintendent on 11/11/09 to run through how the toilet block monitoring should be carried out.
  - b. Re Minute 5082(l) (minutes 5038 & 5059b also refer): Assistance from the Gurnard Neighbourhoods and Environment Officer with the ordering of a new dog bin for the seat recess on the Cowes/Gurnard boundary has been received, but there are no details of its installation yet.
- 5103 PLANNING APPLICATIONS & TREE PRESERVATION ORDERS
- a. Report from Parish Clerk.  
The following Tree Preservation Order has been confirmed:  
**TPO/2009/13** - 4 oak trees in the SW corner of the site and woodland on the NE corner of the site.  
**TPO/1984 & TPO/1951:** Consent for work has been given for an oak outside chalet 271 to be felled to near ground level and a tree close to chalet 153 to be trimmed back away from a light sensor, both at Gurnard Pines, Cockleton Lane, Cowes.  
 Some issues have arisen in connection the Solent Lawns development for the 15 permanent residential units in preference to the 38 holiday apartments that already have approval. Investigations revealed that the Case Officer is waiting for justification to be made for the change of use of the site, and there is also a small issue with trees.  
 Planning Enforcement intends to serve a breach of condition notice on Clarke's Construction again for the resurfacing of the road. A notice of enforcement will also be served on the owner of the barn-like structure in the field opposite Clarke's Construction following the refusal of the retrospective application.  
 The Chairman has suggested that the Parish Council should comment on the BAE site Supermarket planning application in Three Gates Road, Northwood. The Case Officer has agreed to accept the Parish Council's comments on 25/11/09 following a planning committee meeting, and **it was agreed that the Parish Council intended to comment.**
  - b. **Tree Preservation Order TPO/2009/33:** 2 trees at 2, Shore Road and Solent Lawns Holiday Bungalows, Shore Road, Cowes.  
**Resolved: That the Parish Council supports the order.**
- 5104 REPORTS
- a. Report from IW Councillor  
 Councillor Fuller provided a written report for Councillors which included parking and road surface problems in Albert Road, illuminated street signage in Place Road and Baring Road, early progress made with arranging a meeting with Gurnard Sailing Club, dog control orders, a visit to a wind turbine farm in Cambridge, bus services and Newport Road congestion.
  - b. Parish Clerk's Report  
 The wheelie bin went off hire on 2/11/09, but had not been collected by Friday 6/11/09 and was emptied during the week. Island Waste is aware of the Parish Council's concerns.  
 Highways advises that some works have been identified for Place Road and the Round House junction, namely parking restrictions to improve visibility and the absence of a suitable footway on the east side of Baring Road from the Tuttons Hill junction. If funding becomes available for the project, the Parish Council will be formally consulted about the works but the prioritization details will not be known until April 2010.  
 Highways has acknowledged the Parish Council's input to the forthcoming Traffic Regulation Order for Gurnard, and the review will take place before the end of this year.  
 The Island's Neighbourhood Watch secretary has thanked the Parish Council for the £50 donation towards upgrading the neighbourhood watch signage and work should start shortly.  
 An update on the mega meter community energy saving project has been sought, and it seems the viability of the project is in doubt now but the IW Rural Community Council will keep the Parish Council informed. (Minute 4904(g) refers)  
 Lloyds Banking Group is launching a shares and rights issue at a meeting on 26/11/09 and the Clerk will deal with the administration.  
 Councillors were asked to try not to keep the box file for more than 3 days as it is not reaching all Councillors in the month at the moment.
  - c. SLCC Conference 23/10/09 to 25/10/09  
 The conference took place at Staverton Park near Daventry and was attended by about 230 Clerks plus exhibitors, together with a delegation of about 8 Clerks from the International Institute of Municipal Clerks in the USA.  
 The quality of the day sessions was excellent, and these included achieving world class services, finance in challenging times, the future of local councils, a planning case study, small council

workshops, being a world class professional, average and excellent performance, the local government horizon, the SLCC annual general meeting, positive meeting dynamics, advanced negotiating skills, living your dreams and the great debate. Next year's conference is 15<sup>th</sup> to 17<sup>th</sup> October in Durham.

- d. IWALC Workshop meeting 5/11/09  
Councillor Day reported that about 12 councils were represented, and there was a presentation from a NALC development officer. A 12 point action plan was produced to work towards improving the profile of the branch.
- e. Wreath laying 8/11/09 Remembrance Service  
Councillor Mrs Butler laid a wreath on behalf of the Parish Council at the All Saints Church service of remembrance and she reported that it was a lovely service. There was a problem with the Parish Council's wreath due to its size, and it was suggested that a smaller one is obtained from the British Legion in future.
- f. Gurnard Village Hall Association Meeting 15/10/09  
Councillors Mrs Bugden reported that all is going well and finances are healthy. The minutes, included in the box file, enlarged upon this by stating the meeting was attended by 7 committee members and the amended constitution was signed. Finances stood at £9977.21, and work is progressing on updating the hiring agreement – an exterior wall mounted key safe is on trial for occasional hirers. Quotes are being sought for replacement heaters and loft insulation, and the hall now has a new gardener. There is an art exhibition booked for early December and the next meeting is 3/12/09 at 7pm.
- g. Youth Advisor Scheme (Solent Middle School)  
The Chairman and the Parish Clerk gave a short presentation to Year 8 at Solent Middle School on 15/10/09, the content of which ranged from a brief explanation of how local government works through to the specifics of the Youth Advisor Scheme and what would be expected from the 2 Advisors the Parish Council is seeking to recruit. The session was fairly interactive and the school plans to stage an election for 2 pupils soon.
- h. Gurnard Primary School Asset Transfer Working Party  
Just 3 residents have expressed an interest in serving on the Working Party, whose initial remit will be to produce and circulate a questionnaire to consult the Village about what the options might be for the school site once it moves up to Solent Middle School. Including Councillors the volunteers are Georgina Austin, Louise Sanders, June Butchers, Marie Bugden, Sylvia Pain, Elaine Butler and Paul Fuller. Consideration was given to calling a 1<sup>st</sup> meeting and **it was agreed to call a meeting soon, perhaps after the next planning committee meeting on 24/11/09 at 7.30pm. The Clerk will not be needed to administer the working party.**
- i. Internal Audit Review Workshop 2/11/09  
This took place in the Council Chamber at County Hall - it was attended by 2 Councillors and 5 Clerks and led by Peter Lacey who is an audit advisor for NALC. The session started with the basics of what the internal and external audit roles are, and then moved on to the details of what's expected from both the Council and the Internal Auditor in the process. The session also included details of the review process to be carried out annually.
- j. Cowes Youth Club Meeting 2/11/09  
Councillor Mrs McKean was unable to attend the meeting, but she will forward the minutes soon. The Youth Club's senior leader's quarterly report was placed in the box file for circulation later.
- k. Parish Task Group Meeting 15/10/09  
The meeting was held at the Broadway Centre in Sandown and attended by about 35 Councillors and Clerks. A brief report was given to outline the Parish Task Group's journey and achievements since its forming in 2005, with the purpose for calling the meeting really being to identify where the Group's focus should be now. This is the only group where Councillors and Clerks meet on a level playing field. The meeting was taken over by the IW Council's notice to terminate the Tripartite Agreement, and a letter was sent from the Task Group to constructively object to this move. It was agreed that the format of the Task Group's role would revert to what it was when first formed, and all meetings would remain open to all – it would serve as a facilitator, sharing ideas that work and perhaps also take on a pre-training role, meeting perhaps 2/3 times a year. No date has been set for the 2<sup>nd</sup> meeting, but it will be early New Year 2010.

#### 5105 CRIMINAL RECORD BUREAU CHECKS

Minute 5084 refers

Contact has been made with the Riverside Centre enquiring about using their services as an umbrella organization for the Parish Council to have its CRB checks carried out. An enhanced disclosure will be required as there is direct contact with young people at meetings. Details of fees were supplied to cover Councillors Harley, Day, Mrs Bugden, Mrs McKean and the Clerk, and the checks are reviewed on an annual basis. Councillors Hollis and Mrs Butler also agreed to be checked. Information was supplied about completing the disclosure application forms.

**Resolved: That the Parish Council would use the Riverside Centre as an umbrella organization. That the Clerk is authorized to sign the Parish Council up and that the relevant fees are approved. That an investigation would be carried out to determine the Parish Council validity of the enhanced disclosures held by Councillors Mrs Bugden and Mrs McKean under the Health Service.**

5106 PLAY AREA

Minutes 4651, 4891, 5026, 5037, 5061c & 5083 refer.

a. Report

Although it is confirmed as in place no formal contract for the insurance, maintenance and safety of the scheme has yet been received. Signage is now in place on each access gate advising the public where to take any concerns or queries. The final funding claim from Leader plus has been submitted and payment is expected on 11/11/09.

Several compliments, together with one complaint, have been received with several asking for seating. 2 seats and one litter bin are on order and the IW Council has been asked again to service this bin. The IW Council will line the inside of the small boat with matting as it is becoming muddy inside.

All invoices received have now been paid but there is still one invoice outstanding, namely for the 2 easy gates. This has been chased and an invoice is on its way – once this is paid the project return paperwork for Awards for All can be completed. Eibe's revised invoice was apparently incorrect in that the company undercharged the Parish Council £142.44, but this has been waived. The contractor for the tarmac access area on the eastern side has been instructed, and work should start within a week or 10 days. The Community Projects Committee has been kept informed of events.

b. Launch Event 16/11/09 – 2pm

The School Council from Gurnard Primary School will carry out the opening ceremony and the whole school will be in attendance. Representatives from all the funding organizations have been invited and 3 have accepted so far - the IW County Press is aware. The IW Council's events team has assisted with some guidance on producing a press release. The contractor who will be laying the tarmac surface through the eastern gate access to the existing footpath has been advised of the timing of this event, and a risk assessment has been carried out.

Further discussion took place about the detail of the opening ceremony.

**It was agreed that a megaphone would be borrowed for the event to enable the appointed school council children to speak and the chairman would also say a few words. Councillor Hollis will arrange the decoration of the western gate with ribbon, which will be cut by children designated by the school. All will muster outside the fence close to the west gate.**

c. Signage

Contributors to the project are Awards for All, Play Builder, Leader, IW Rural Community Council, Gurnard Bonfire Society & Gurnard Parish Council. Some signage is already being produced by the IW Council on behalf of Play Builder, but not all contributors can be included due to available space, so consideration was given to providing a 2<sup>nd</sup> sign to ensure all are included.

**Resolved: That the Parish Council agrees to the principle of supplying a 2<sup>nd</sup> sign, subject to quotes being received in due course.**

d. Complaint

A local resident on Princes Esplanade has lodged a complaint about the play area which focused on: general noise – often up to 10pm keeping the resident awake, also increased traffic volume, high council tax payers should not have to put up with such disruption, torches visible in bottom of ship structure and the lack of any visible “policing” of the scheme's use.

Whilst an explanation has been given to the resident the Parish Council considered if a further response was required.

**Resolved: That the Parish Council would respond further in line with comments made at the meeting.**

5107 BUSINESS PLAN AND BUDGET TRAINING EVENT

This event takes place at the IW Rural Community Council offices in Newport on Monday 23/11/09 from 6pm to 8.30pm, and the session looks at how to use a variety of tools and resources needed to produce a business plan. There is a £12 fee for attendance.

**Resolved: That the Parish Council approves the expenditure connected with the Clerk attending the event.**

5108 GURNARD VILLAGE HALL

A brief history of the Parish Council's work and role as Leaseholder of the Village Hall was given, which included for the 1<sup>st</sup> 2 years the Parish Council's support of £8000.

There is no money in the budget for the hall at the moment but the Hall Management Committee is seeking some financial support, and so consideration was given as to how best the Parish Council could support the Hall Management Committee including, perhaps, the Clerk working with the committee on a joint project.

**Resolved: That the Parish Council approves the Clerk working alongside the Hall Management Committee to assist with gaining a higher Hallmark classification, and accessing project funding.**

5109 COMPLAINTS FROM RESIDENTS

Complaints have been received from a total of 3 residents in relation to 2 issues, namely one for the Parish Council's decision to replace 2 of the fir trees on the Village Green with 2 cabbage palms and also two for the comments made in its consideration of the 79, Church Road planning application. Initial responses have been given by the Clerk, and consideration was given as to whether a further response was required.

**Resolved: That the Parish Council makes no further response to either issue.**

**Resolved: That Standing Orders are suspended to allow the meeting to continue past 9.30pm.**

5110 POND GREEN

Minutes 4563 & 4819 refer

A resident in Bay View Road has requested that some further pruning work is carried out on the shrubs to the rear and edges of the Pond Green site, and the grass cutting contractor has quoted £150 for the work..

**Resolved: That the Parish Council approves the work and expenditure, but that the Gurnard in Bloom Team is asked to liaise with the contractor to ensure judicious pruning is carried out.**

5111 BOLLARDS IN SHORE ROAD – TOP OF WINDING WAY

Minutes 4874(a) 4917(b) 4933(d) & 5082(b) refers

A catalogue of bollard designs was circulated to all Councillors in October, with a view to advising the IW Council as to the best design either to complement the existing white metal bollards or to replace them completely thereby making the walkway from the top of Winding Way towards Worsley Road safer.

**Resolved: That the Parish Council recommends to the IW Council that the bollards are replaced with Neston bollards and chain link connections as per pages 579 and 599 of the Broxap Street Furniture catalogue (2007/2008).**

5112 COOPTION

Minutes 5055 & 5080(b) refer

3 applications from residents to be considered for cooption onto the Parish Council have been received, and consideration was given to the applicants' letters. 2 requests were made for there to be a signed ballot.

**Resolved: That Tony Hathaway is coopted onto the Parish Council.**

5113 PROJECTS FOR THE 2010/2011 BUDGET

Consideration was given for the various projects to be included in the general and projects budgets for the financial year 2010/2011.

**Resolved: That the Parish Council includes the following projects for 2010/2011: eco-island, Gurnard festival, village trail, village hall, dog & litter bin replacement programme, footpath & cycleway network, community centre (asset transfer) & parish office/help and information centre in its projects budget and village hall in its general budget.**

5114 CONSULTATIONS

The Parish Council considered if and how it would respond to 4 consultations:

- a. Dog Exclusion (Isle of Wight) Order 2010  
**It was agreed that the Parish Council supports the order**
- b. IW Ethical Standards Committee Guidance to Parish Councils on Dealing with Complaints against Councillors  
**It was agreed that the Parish Council approves the guidance**
- c. Changing Places & The Wight Access Group - Fully Accessible Toilets  
**It was agreed that the Parish Council signs the petition**
- d. Scotia Gas Networks Environmental Scoping Report for a Replacement Cross-Solent Gas Main

It was agreed that the Parish Council is concerned about noise and general disruption for residents, that there are concerns about traffic flow disruption, inconvenience and noise during the Cockleton Lane trenching operation & the operations in Tuttons Hill when connecting the new pipeline to the existing main, and that measures should be put in place to minimize all this.

5115 ACCOUNTS

a. Petty Cash

The Parish Council was given the details of the £23.40 expenditure from this account since the last meeting.

b. **Resolved: To confirm the following payments:**

Neighbourhood Watch	£50.00
Gurnard Community Association	£250.00
Eibe Play Ltd	£26749.69

c. **Resolved: To make the following payments:**

Telephone	£27.17
Travelling	£24.04
Fuel	£37.00
Salaries	£927.07
Post Office Ltd	£436.29
Chairman's Allowance	£40.00
Petty Cash	£40.00
Garden Tidy	£16.00

d. **Resolved: To transfer £46.92 from the Parish Council's HSBC Treasurer's account to its HSBC Business account.**

e. **Resolved: To transfer £6000.00 from the Parish Council's Halifax account to its HSBC Treasurer's account.**

5116 ITEMS FOR NEXT AGENDA

No items were raised

The meeting closed at 10.03pm.

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CHAIRMAN