

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 11th October 2011 at 7.00pm.

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

The representative from the Environment and Neighbourhoods Team was not able to attend, but PCSO Steve Oatley from the Safer Neighbourhoods Team attended and reported that there had only been one crime, namely a graffiti incident today on the gas works in Tuttons Hill. There have also been some minor domestic incidents. The Team is planning to target certain individuals in the Cowes area known to them, which will include increased stop and search routines, and working with the Hampshire Constabulary. Questions followed.

Comments from members of the public present (12)

Comments included a detailed presentation about the residential status of residents at Gurnard Pines, which especially highlighted the fact that 50% of on-site chalets can be occupied permanently now, subject to certain conditions and some have certificates of lawfulness for permanent occupation. It was stated that any leasing issues are an internal management matter for the Pines. The SHLAA initiative was raised again, and mention was made of some alleged plans to develop land to the rear of the Village Hall. It was suggested that advantage should be made of the current Gurnard Primary School site planning application time remaining to suggest that the section of Cockleton Lane between Hilton Road and Gurnard Pines should be widened as part of the redevelopment proposals. Finally the Gurnard Marsh Village Green application comes before the IW Council's General Purposes Committee tomorrow morning at 10am.

5482 APOLOGIES

Apologies were received from Councillor Harley who had a business commitment, and from Youth Advisor Zoe Divers.

5483 MEMBERS' DECLARATIONS OF INTEREST

Personal declarations of interest were declared by Councillors Javaid and Mrs Pain in agenda item 7, due to them being Gurnard Pines residents.

5484 MINUTES

- a. The Minutes of the Planning Committee Meeting held on 27th September 2011 were received and noted.
- b. The Minutes of the Full Council Meeting held on 13th September 2011 were taken as read, approved as a correct record and signed by the Chairman.

5485 MATTERS ARISING FROM THE FULL COUNCIL MEETING ON 13th SEPTEMBER 2011

- a. Re Minute 5472: Gurnard Primary School has confirmed that the Parish Council can meet in the Food Hall at the Baring Road site from March 2012, and the terms will be same as at the old site with the one exception that a key will be given for access.
- b. Re Minute 5476: An entry was placed in October's Gurnard News to gauge interest in working together on a community celebratory event for the Queen's Diamond Jubilee. There has been no response as yet, and the item is being repeated in the November edition.
- c. Re Minute 5470e (minutes 5287, 5371, 5442 & 5453d also refer): A date has now been set for the final Gurnard Regatta wash-up meeting, namely Thursday 20th October at 7pm, and there is now an illustrated record of the event on the website.
- d. Re Minute 5470f (minutes 5311 & 5421b also refer): The Quality Council portfolio of evidence was submitted on 15/9/11, and is being circulated amongst the Accreditation Panel members. The Chairman and Parish Clerk will be meeting the Panel on Thursday 27th October from 2.30pm at County Hall.
- e. Re Minute 5470b: Following the IW Council's request to formalise the playbuilder agreement an amended agreement was returned, but nothing further has been heard yet.

5486 PLANNING APPLICATIONS

a. Report from Parish Clerk.

The following applications have been approved:

P/01053/11: Demolition of side extension. Construction of single storey side extension to provide additional living accommodation. Decking (revised scheme) at 4, Woodvale House, Woodvale Road, Cowes.

P/01197/11: Lawful Development Certificate for proposed detached garage at 39, Worsley Road, Cowes.

P/01101/11: Alterations & provision of new roof to provide living accommodation at 1st floor level at 30, Lower Church Road, Cowes.

P/01145/11: Alterations and new roof to provide en-suite bedroom within roof space. Stainless steel flue at 21, Gurnard Heights, Cowes.

The following work has been approved on protected trees:

TPO/1993/13: Removal of one overhanging branch of a Monterey Pine at 55, Solent View Road. The consent is valid for 12 months.

TPO/2009/13, TPO/2009/18 & TPO/2009/33: Pollarding of one willow tree, removal of various limbs from an ash tree and one oak tree, all to maintain good arboricultural practice and to balance one crown. The consent is valid for 12 months.

TPO/1994/12: Forestry felling management plan as detailed in the application to achieve good forestry practice at Squirrels Drey, 64a Pallance Road Cowes.

5487 REPORTS

a. Parish Council Chairman

Councillor Day had nothing to report

b. Parish Clerk

The litter pick takes place on Saturday 22/10/11, meeting at the Village Hall in time for a 10am start. The event has been widely advertised

The "how to respond to planning applications" booklet from NALC and CPRE is in the box file.

Missing wall tiles and an extinguished light in the Gents toilet block have both been reported.

Further photos have been sent to IW Council in an attempt to have hedges in the Village cut back, and these most recently have included Cockleton Lane – the requests are being acknowledged, but it is proving difficult to achieve action.

Maintenance of the grassed area at Pond Green in Lower Church Road has been made impossible due to the Southern Water contractors parking equipment and a portaloo on the site. Attempts to persuade the company to remove them have failed so far.

The next Green Tank meeting is 6pm 3/11/11 at the Woodvale Hotel.

Work continues to find 3 new youth advisors from Cowes College – the contact there is very keen and supportive of the scheme, but it is taking much longer than expected.

The wheelie bin on the esplanade goes off hire on 31/10/11

The next Island Waste Advisory Group meeting is Thursday 13th October – 2.30pm at Forest Road.

Cllrs Javaid & Mrs Bugden will be representing the Parish Council at tomorrow's Age Concern Good Neighbour Scheme launch in Cowes

All Saints Church has its autumn fayre on Saturday October 29 in the church from 2.30pm

c. IW Councillor

Councillor Fuller produced a written report which included updates on the community bus, bathing water quality at Cowes and Gurnard, the Green Towns Initiative, the Gurnard Marsh Village Green application, the litter pick on 22/10/11 and the SGN gas works. He also added that Woodvale Pumping Station had recently been resealed following odour reports received, and that there have been some problems with the No 32 bus timekeeping.

d. Cowes Youth Club EGM 19/9/11

IWC Commissioning Manager for Building Community Capacity, Astrid Davies, attended the meeting who gave an update on where the youth service provision is heading, with streamlining seeming to be the motivation for the changes. The short presentation was followed by committee members responding individually, and outlining the concerns they had. It was described as a bit of a non-event, and Astrid was a little non-committal over the future of the Arctic Road site. School sites as an alternative are not popular with the young people, and management committees are expected to be wound up.

e. Community Payback Project

Minutes 5426, 5441, 5451b & 5468d refer.

The Team commenced work on 21/9/11 and have worked Wednesdays and Thursday ever since, and risk assessments were completed by both the Probation Service and the Parish Council. Clarification was sought about 3rd Party liability insurance, and the public purse will cover this. Good progress is being made and it is expected, weather permitting, that the steps part of the project will be completed within another week. The Team will return in early November to undertake the fencing job, and a weekly photographic record has been kept for information.

- f. Water Quality Meeting 23/9/11
Minutes 5470b & 5470c refer.
The meeting was well attended which included representatives from the Parish Council, the Environment Agency, Southern Water, Gurnard Sailing Club and the IW Council. Bathing water testing is now much more stringent than previously which accounts for some area downgrading, and it was the samples taken during Cowes Week that caused the local downgrading. Water quality has improved since, and investigations are on-going into the likely causes. The Environment Agency can provide some material to raise public awareness, and an Environment Agency link could be provided for the Parish Council's website.
- g. IWALC Exec Committee Meeting 15/9/11
No report was available, but minutes will be provided later. The next meeting is 17/11/11.
- h. Gurnard Village Hall Association AGM 15/9/11
14 people attended, and included in the meeting were reports from the Treasurer and Chairman, amending hiring terms and conditions, fundraising and future plans. Of particular note was the need to attract additional volunteers, the intention to provide ambient heating for the store rooms and WC lobby & laying a footpath to the shed. The Chairman's report was very detailed, which included use of the hall by groups, new cleaning staff, various upgrading works and expanding attractions to include film shows. The next meeting is 13/10/11.
- i. Localism & Planning Training Event 6/10/11
The event was led by Martha James and held at the Riverside Centre and it was attended by 17 Councillors & Clerks. This was a complicated session, with much of the detail remaining unclear until it becomes law next year - implementation may be challenging. The session took a very quick look at planning applications, pre-determination, neighbourhood development orders, neighbourhood plans, community right to build, enforcement and the national planning framework. Another training session is promised for next year when it becomes law, by which time a clearer picture may emerge.
- j. Southern Gas Networks Liaison Meeting 7/10/11
7 attended the meeting, held at the Woodvale Hotel. One complaint had been received since the last meeting from a Rew Street resident, accusing the contractors of falling behind schedule. The project remains on schedule, and the whole system remains full of gas. The kiosk installation at Rew Street will be completed by mid-November and work has started on building the roadway access. Reinstatement at Rew Street continues, and reseeded of the Thomas and Butcher fields is complete. Blanking off of pipelines in Cow Lane is scheduled for mid-November, but the pipes will remain in the ground for land stability. The final commissioning PR exercise is expected to be towards the end of November, and hopefully the Chairman and Cllr Fuller will attend. Backfilling at Tuttons Hill continues, and land drainage will be installed there soon. The next meeting is 11th November – 11.30am at the Woodvale Hotel.

5488 GURNARD PINES

Minute 5481 refers. (Minutes 4690f, 4789c & 4813b also refer).

Following a complaint received from a resident at the September meeting about what he alleged were cases of residents contravening lease agreements at Gurnard Pines by living on site on a permanent basis, Members was given an update on the situation which included details of the Parish Council's historical involvement and representations to date, and consideration was given as to whether any further action was needed.

Resolved: That the Parish Council does not discuss this matter further.

5489 COMMUNITY TRANSPORT

Minutes 5269c, 5288, 5319g, 5337, 5352, 5368, 5421g, 5440, 5456 & 5471 refer.

- a. IW Community Transport Management Committee Meeting 28/9/11
10 people attended the meeting, and it was reported that generally performance was good, with many drivers going above and beyond their remit to help the current 4 schemes work. The main topics & issues were lack of a fare and donation structure, use of ticket machines, handling of cash, driver expenses, the future of the Coordinator, main financing of the schemes and carrying out a full scheme annual review. A new Coordinator may need to be found quite quickly, and Parishes will have to sort out how they plan to handle and audit cash received on the buses. A formal body will need to be created to handle the employment of the coordinator, and some options were mentioned – a draft constitution was circulated for all to study and report back on at the next meeting. There are some serious and time-consuming issues to work through and, whilst the next meeting was set for October 26th at 2.30pm in Southern Vectis' offices, the matter of replacing the coordinator suddenly became much more urgent and a meeting was planned for 6/10/11, of which there are no details yet. No details of the IW Community Transport Forum meeting held on 3/10/11 are available yet.
- b. No 32 Route Finances
Consideration was given to an offer from Northwood Parish Council to handle all the Cowes, Northwood & Gurnard Community Transport finances connected with the No 32 service.
Resolved: That the Parish Council approves of Northwood Parish Council handling all the finances connected with the No 32 service.

- c. IW Community Transport Management Committee
A new committee has been formed, which needs representatives of all the currently running Community Transport Schemes to serve on it. This has the remit of managing all matters connected with the volunteer drivers and the Coordinator, and consideration was given to Gurnard's representation.
Resolved: That the decision on the appointment of a representative to serve on the Committee is deferred until next month.
- 5490 REMEMBRANCE SUNDAY 13/11/11
Discussion took place on the matter of laying a wreath at the service of remembrance on 13th November 2011 at All Saints Church.
Resolved: That the Parish Council allocates a budget of £40 and purchases a wreath from the Royal British Legion, which will be laid by Councillor Day at the 3pm service at All Saints Church. Also that the balance of the £40 budget is made as a donation to the Royal British Legion.
- 5491 GURNARD MARSH VILLAGE GREEN APPLICATION
Minutes 4310, 4331, 4854 & 5036 refer.
- a. The Members were reminded of the history of this application which was first considered by the Parish Council 3 years ago, and they were also given a very brief summary of the IW Council's findings, which concluded with an Officer recommendation that the criteria for the making of a Village Green Order had been met for all the plot in question, with the exception of a strip in the middle, as illustrated on an accompanying plan. The IW Council will be considering the case on 12/10/11, and there is the opportunity for the Parish Council to speak at the hearing.
Resolved: That the Parish Council is not represented at the hearing.
- 5492 TRAFFIC PLAN WORKING PARTY
- a. Working Party Meeting 22/9/11
3 representatives attended and discussion included a highway water leak, the impact of new restricted parking measures, problems with HGV's entering Gurnard Pines, traffic speed in Cockleton Lane, damaged grass verges, visibility splay at the top of Church Road and membership of the working party.
- b. Actions from the Meeting
The water leak in Cockleton Lane has already been reported to the IW Council.
- c. Future of the Working Party
In view of the recent reduction in the work coming to the Traffic Plan Working Party, consideration was given to its future.
Resolved: That the Traffic Plan Working Party is disbanded for the time being.
- 5493 COUNCILLORS' REPORTS
Discussion took place on the best method to use when Councillors make reports on outside body meetings at Full Council meetings and it was
Resolved: That those Parish Councillors that wish to will provide a short written report on outside body meetings attended, and circulate to all prior to full council meetings.
- 5494 TRAINING
When the Parish Council was going through the process of preparing to re-accredit as a Quality Parish Council, it came to light that training of both Councillors and Clerks is now one of several fundamental criteria included in the Portfolio. Sue Chilton of Parish Solutions has offered to come to speak to the Parish Council on the training criteria, for which there would be a £50 fee.
Resolved: That the Parish Council does not approve the £50 fee for attendance.
- 5495 GURNARD PRIMARY SCHOOL PLAYING FIELD & ORCHARD
Minutes 4960, 5152a, 5062, 5104h, 5123c, 5253f, 5189a, 5302, 5317b, 5331b & 5454 refer
- a. Meeting with IW Council 14/9/11
5 attended the meeting, held at County Hall, and the meeting began by recapping on the Parish Council's original expression of interest in the playing field and orchard. A local resident has also expressed some interest in the orchard, and the IW Council is particularly keen to know what proposals there are for the use of both parcels of land. It was explained that the Parish Council will be consulting on this very issue in November, but it was imagined it would be for recreational uses in the community that may include sports, community gardening and allotments. Discussion moved on to how the land could be transferred, and of special note was that the original idea of the land being gifted to the Parish Council may now not be on the agenda. It was pointed out that the land is not worth very much, and the Parish Council may not be keen to spend lots of money on a site that will require expenditure to convert to community use anyway. The IW Council is having a land valuation survey carried out, and promised to come back to the Parish Council as soon as possible with the results of that and some information of what options it is prepared to offer for the transfer, for the Parish Council to consider. It is at this time that the Parish Council may need some legal advice.

- b. Community Projects Committee Consultation – Use of Orchard & Playing Fields
A questionnaire has been drawn up by the Community Projects Committee, which consists of one double-sided A4 sheet with the questions on it and a single sided A4 sheet with a map of the site on it, which will be inserted into the November edition of Gurnard News. Gurnard Newsagents will act as a collection point, and analysis will be carried out by one of the Community Projects Committee Members. There is a deadline for the return of the questionnaires set in Gurnard News of Thursday 18/11/11, and it is hoped to call a Community Projects Committee meeting after then.
- c. Land Valuation
This information will not be available until next month.

5496 COUNCILLORS' AREAS OF RESPONSIBILITY

Minutes 4354, 4541, 4562, 5128, 5141, 5157, 5176, 5224, 5241 & 5438 refer

Following resolutions in June 2010 to postpone this item for 12 months and in June 2011 to wait until there was a Full Council in place, the Parish Council reconsidered the issue of Councillors taking on individual areas of responsibility.

Resolved: That the Parish Council defers this item until next month.

5497 ACCOUNTS

a. Petty Cash

The Parish Council was informed there had been no expenditure from this account since the last meeting.

b. Internal Audit

The 1st of this financial year's internal audit was carried out on 4/10/11 and a copy of the report was circulated to members.

Resolved: That the Parish Council notes and approves the Internal Audit.

c. Financial Review – 2nd Quarter 2011/2012

The 2nd of this year's quarterly financial reviews was completed at the end of September, and copies of both general income & expenditure and projects income & expenditure were circulated to members. The accounts books and bank statements were made available at the meeting for inspection.

Resolved: That the Parish Council notes and approves the financial review for the 2nd quarter.

d. External Audit 2011

The audit has been completed satisfactorily and has been signed off by the Auditor. The completion of audit notice has been displayed as required.

e. Payments

Resolved: To confirm the following payments

SLCC	£93.00
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Resolved: To make the following payments:

Hall hire	£10.00
Telephone, Broadband & calls	£13.61
Travelling	£29.70
Salaries	£978.90
Post Office Ltd	£448.59
Steve Dines	£42.50
S Truckell	£40.00
Office Depot (UK) Ltd	£65.71

f. Transfer

Resolved: To transfer £48.79 from the Parish Council's HSBC Treasurer's account to its HSBC Business account

g. Transfer

Resolved: To transfer £1500.00 from the Parish Council's HSBC Savings account to its HSBC Treasurer's account

5498 ITEMS FOR NEXT AGENDA

No items were raised.

The meeting closed at 8.35pm.

CHAIRMAN