

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 9th February 2010 at 7.00pm.

PRESENT: **Councillors** Day (Chairman), Hathaway, Mrs Pain, Mrs McKean, Mrs Butler & Mrs Bugden and **Youth Advisor** Joe Ashworth

IW Council Neighbourhoods and Environment Officer Jacqui Darby was unable to attend, but e-mailed that only general defects have resulted from recent village patrols, and dog fouling appears less of a problem. The Village Hall is booked for 27/3/10 from 2.30pm to 4pm for a bike wrapping and dog chipping session, and she will be present at the forthcoming IW Crime Partnership event at the Medina Leisure Centre on 20/2/10 from 10am to 2.30pm.

PC Mark Thomas and PCSO Steve Oatley from the Safer Neighbourhoods Team attended and reported that there had been just one incident of criminal damage in Woodvale Close, where super-glue had been used on the door locks of one house. Speeding is one of the main points to come out of the street mapping exercise, so a Community Speed Watch exercise is being considered and volunteers are needed. Questions followed which included the Cockleton Lane misleading road closure signage and parking on the pavements in Church Road.

There were no comments from members of the public present (2)

5148 APOLOGIES

Apologies were received from IW Council Neighbourhoods and Environment Officer Jacqui Darby, from Councillor Jacobs who had a prior engagement, from Councillor Harley who had illness in the family and from Councillor Hollis who had family commitments.

5149 MEMBERS' DECLARATIONS OF INTEREST

Councillor Mrs Butler made a personal declaration of interest in agenda item 5(b) due to her being a neighbour of the applicant.

5150 MINUTES

The Minutes of the Full Council Meeting held on 12th January 2010 were taken as read, approved as a correct record and signed by the Chairman.

5151 MATTERS ARISING FROM THE FULL COUNCIL MEETING ON 12th JANUARY 2010

- a. Re Minute 5143 (minute 5123(d) also refers): Some research has been carried out on the likely licensing requirements for the Regatta day event on 14/8/10, and 1 of the original Gurnard Festival volunteers has come forward to help. A 1st meeting has been set up with the Sailing Club on Thursday 18/2/10 at 7pm.
- b. Re Minute 5139 (minutes 4651, 4891, 5026, 5037, 5061c, 5083, 5106 & 5123(h) also refer): A meeting with Eibe Play and the IW Council took place on site on 29/1/10. The new double swing will fit but it will go close to the birds nest swing, and the small wooden boat will be moved. The order has been placed. A total of 4 seats are now ordered, 2 of these are personally dedicated memorial seats and the other 2 will be dedicated to the Village from the Parish Council. The litter bin is now in place courtesy of Parks & Beaches - no on-going charges are expected. The new sign has been ordered, and the modification to the base of the pirate ship slide has been confirmed. Representatives from Leader carried out an unaccompanied site visit on Wednesday 20/1/10, and a technical site visit can be expected soon. An updated site plan will be drawn up soon.
- c. Re Minute 5138: The hall is booked for the Annual Parish Meeting on 27/4/10 (7.30pm), and both Alan Marriott (IW County Press) and Mike Bishop (Carisbrooke Castle Museum) have

confirmed attendance as speakers. Paul Savill has also confirmed he will attend to report on Gurnard Scouts and Guides. PC Mark Thomas and Ken Chapman will attend to give annual reviews on Police matters and Neighbourhood Watch respectively, and the Parish Awards programme has been advertised. Councillor Fuller will also give an annual review.

- d. Re Minute 5133(a) (minutes 5108 & 5121(b) also refer): Work with the Gurnard Village Hall Association Chairman on the production of documentation required to secure Hallmark funding has continued and the Chairman is well advanced with the funding application. Attempts are being made to extend deadlines at the moment.
- e. Re Minute 5137: Advertising for this year's grants programme is in place and application forms are available at the newsagent's and on the website. The deadline for receipt of applications is 28/2/10 and 2 have already been received.
- f. Re Minute 5136: The wheelie bin for the Esplanade is booked with Island Waste from 29/3/10 to 1/11/10 and the hire fee has risen by just 50p per week.

5152 PLANNING APPLICATIONS

- a. Report from Parish Clerk.

The following applications have been approved:

P/01725/09: Demolition of dwelling. Replacement detached dwelling. Vehicular access with parking (revised scheme) at Peru, 5 Shore Road, Cowes.

P/01680/09: Retention of garage at Flat 1, Woodvale House, Woodvale Road, Cowes.

The Parish Council's comments on the Aldi supermarket development proposals in Northwood have now been uploaded to the IW Council's website. **It was agreed that the Parish Council will not speak on the BAEC Systems application at the planning committee meeting on 16/2/10 at 4pm.**

Councillor Day spoke at the recent planning committee meeting at County Hall on **P/01184/09:** Demolition of chalets. Residential development comprising 15 detached units of living accommodation with new access road off Shore Road and associated paths and landscaping at Solent Lawns Holiday Bungalows, Shore Road Cowes. Several of the Parish Council's concerns have been addressed, and a request for consideration to be given to restricting the working hours and the method of piling was made.

Planning Enforcement advises that the serving of notice for the demolition of the unauthorized stable blocks in West View Road has been postponed as a new planning application is apparently in the system.

- b. **P/00105/10:** Demolition of dwelling and garage. Construction of two pairs of semi-detached dwellings with parking and alterations to vehicular access at 21, Church Road, Cowes
Resolved: That the Parish Council has no objection to the application and has no further comment to make.
- c. **P/00117/10:** Change of use from café to residential. Dormer windows on front elevation at 21, Princes Esplanade, Cowes.
Resolved: That the Parish Council has no objection to the application and has no further comment to make.
- d. **P/01771/09:** Replacement of planning permission (P/02771/06 & TCP/27025/B: Demolition of holiday chalet. Replacement detached chalet) in order to extend the time limit for implementation at 11, Shore Road, Cowes
Resolved: That the Parish Council has no objection to the application and has no further comment to make.

5153 REPORTS

- a. Report from IW Councillor

Councillor Fuller provided a written report for Councillors which included the Solent Lawns planning application, street mapping, pot holes, rubbish on the streets, the cross Solent gas main project, the IW Council's budget and members' allowances. He also referred to enforcement at Harts Cottage, Place Road residents' concerns about some on-going survey work and new proposals for the Readers site being in the pipeline.

- b. Parish Clerk's Report

A problem with the Parish Council's website last month has been rectified.

The Chairman and the Clerk met with a new Youth Advisor at Cowes High School on 5/2/10, namely Joe Ashworth, and he was present at this his first meeting.

Details of a local prescription delivery service have been placed in Gurnard News which completed another point from the Parish Plan Action Plan.

The scamnesty project is underway across the Island, and there is a collection box for scam letters in the newsagents just for this month.

The dog bin in Marsh Road by the CS 35 footpath sign was finally installed on 18/1/10, and Island Waste has been asked to service it.

An exhibition and information day for the cross-Solent replacement gas main pipeline project takes place in the Village Hall on Thursday 25/2/10 from noon to 8pm.

A resignation from one resident who serves on the Traffic Plan Working Party, the Community Projects Committee and the Gurnard Community Association has been received, and the vacancies will be advertised in the March edition of Gurnard News.

The IW Council installed a new road sign for Princes Esplanade that read Princess Esplanade, but the last "S" has now been painted out.

Enhanced CRB disclosures have now come through for Councillors Hollis, Day & Mrs Butler.

Sgt Julie Cocks at Cowes Police has invited all Councillors to attend the Police Station in Birmingham Road to look through all the returns from the recent Street Mapping exercise. Councillor Fuller has arranged a meeting with Peter Hayward at Enterprise House on Thursday 11/2/10 at 2pm to discuss the street mapping priorities in Gurnard, and the Parish Clerk will attend.

Jacqui Darby has booked a cycle security wrapping and dog chipping session at the Village Hall on 27/3/10 from 2.30pm to 4pm.

The Parish Clerk's annual return for his continuous professional development programme has been sent off to the Institute of Local Council Management in support of his continued membership.

Fresh contact has been made with Rights of Way about finalizing the dedication agreement for the footpath which runs behind the houses in Gurnard Heights, and it is hoped to be completed within 2 months.

Estelle Thomas from the IW RCC will attend the March meeting to speak on Voluntary Support Teams and how they can benefit the Gurnard community.

The Environment Agency hosts another workshop on community flood plans on March 3rd from 9.30am to 12.30pm at the Riverside Centre in Newport.

There has been some discontent over notice given for the current Cockleton Lane road closure. The 32 bus has been rerouted Church Road, Tilbury Road, The Avenue, Worsley Road and Tuttons Hill to Place Road for this week.

There is a free community 1st aid course in the Village Hall on 13/3/10, and the details are in March's Gurnard News.

Following receipt of a complaint about an overgrown hedge outside a Solent View Road house, the IW Council's Area Superintendent agrees it needs to be cut back a little. A letter has been written to the householder asking if some remedial action could be taken.

A code of conduct training session for councillors takes place at County Hall on 15/2/10 from 2.30pm to 4pm.

The last 2 Chairmanship training sessions on 11th and 16th Feb have been cancelled

The system for the box file circulation failed this month, in that 3 Councillors did not see the content.

c. Traffic Plan Working Party Meeting 28/1/10

8 members attended, and this included one of the new Youth Advisors. Topics discussed included speed and width restriction enforcement in Church Road, the SID in Baring Road, Cockleton Lane speed bin reports, safety at the Round House junction, items for a future traffic regulation order and general traffic matters. The next meeting is set for 13/5/10.

d. Code of Conduct Training 20/1/10

This session was specifically for Clerks and took place at County Hall with 12 Clerks present. The presentation was shared by Davina Fiore and Chris Mathews (Monitoring and Deputy Monitoring Officers) and covered the scope of the code, the general obligations, personal and prejudicial interests, dispensations, registers, the complaints process and how to deal with them. There was also a period of exercises, all of which proved really worthwhile.

e. IW Association of Local Councils Executive Committee Meeting 21/1/10

Councillor Day reported that the minutes had not been produced, but they will be forwarded to all once they arrive.

f. School Asset Transfer Working Party Meeting 25/1/10

It was reported that the minutes were in the box file, and topics discussed and suggestions made for use of the site included the swimming pool, community allotments, a community

- hub, a community centre and affordable housing. It was felt it would be a positive move to work with the Community Projects Committee and the next meeting was set for 22/3/10.
- g. SLCC AGM 4/2/10
The meeting was held at Newbridge Social Club and in the very plush new offices of Shalfleet Parish Council, and was attended by 9 members and 4 guests. There were 17 apologies. The election of officers went smoothly, including a new secretary, which was followed by reports from the National President, the Branch Chairman, the County Support Officer and the County Training Partnership Chairman. Honoraria and branch fees were confirmed, as were meeting dates for the forthcoming year. Included in the Chairman's report was what was described as the amazing attitude of the IW Council to the Parish sector now. Not only has the tripartite agreement been withdrawn with the obvious implications for the branch, but also the £3K training funding and training assistance has been withdrawn and fees will now have to be paid for room hire at County Hall. There is very little support now. The next meeting is 15th July 2010.
- h. Gurnard Village Hall Management Committee Meeting 4/2/10
8 committee members attended and topics discussed included 2 vacancies on the committee, finance, bookings and building improvements. Assets now stand at £9955.80 with about £2000 ring-fenced for heating and insulation. Several outstanding roles were allocated and the next meeting will be 18th March 2010 at 7pm.
- 5154 HUMAN RESOURCES
Consideration was given to the idea of the Parish Council forming an HR Working Party
Resolved: That the Parish Council appoints Councillors Day, Hathaway and Mrs Bugden to serve on the HR Working Party.
- 5155 FREEDOM OF INFORMATION PUBLICATION SCHEME - ANNUAL REVIEW
The Parish Council carried out an annual review of its Freedom of Information Publication Scheme
Resolved: That the Parish Council notes and approves the review of the scheme without modification.
- 5156 MAY QUEEN 2010
Minute 5142 refers.
- a. Steering Group Meeting 16/1/10
Councillor Mrs Butler reported that 9 people attended the meeting. Spencer's field will be the venue for a beer festival on 2nd and 3rd May and there will be a barn dance on 2nd May. The May Queen procession will have a Wild West theme and will set off at 1pm on 3rd May and follow a new route, terminating on Spencer's field. The fete afterwards will have a variety of stalls and perhaps maypole dancing. The Village Hall Association will provide the fete refreshments. Selection of the May Queen will take place on 13/2/10 at the Sailing Club.
- b. Parish Council's Presence at the Fete
Discussion took place over some of the finer detail of what the form of the Parish Council would take and it was
Agreed: That a tabletop with display boards would be set up in the marquee for the 2 consultation events (greener Gurnard and School site) and other material. The Clerk will arrange display boards which Councillor Day will transport. The Clerk and Councillor Day will set up on the day from about 11am, and will man the display with the help of some of the School Asset Transfer Working Party.
- 5157 COUNCILLORS' AREAS OF RESPONSIBILITY
Minutes 4541, 4562, 5128 & 5141 refer.
Following last month's agreement to the principle of Councillors taking on areas of responsibility, consideration was to have been given to the allocation of specific areas but due to absences it was
Agreed: That this item is deferred to the next meeting.
- 5158 IT EQUIPMENT
The Parish Council's printer is performing poorly, and consideration was given to replacing the print heads or purchasing a replacement colour inkjet printer.

Resolved: That the Parish Council purchases a new colour inkjet printer as discussed, and also makes enquiries about the purchase of a black and white laser printer.

5159 LITTER PICK EVENT

Minutes 5082(g) refers

Consideration was given to the idea of arranging a litter pick in the Village, perhaps involving other partners in the Village.

Resolved: That the Parish Council promotes the idea of a village and beach litter pick, perhaps at the May Queen event, and that Councillor Day will investigate the tidal situations to see if 8/5/10 is possible for a date. That both schools are asked to participate as well as Gurnard Sailing Club.

5160 BUCKINGHAM PALACE GARDEN PARTIES 2010

The IW Association of Local Councils is seeking nominations for 2 representatives plus a companion, to enter a draw to attend one of the 3 summer garden parties at Buckingham Palace as IWALC representatives, which take place this year on 22nd June, 20th July and 22nd July.

Resolved: That Councillor Mrs Pain is nominated to enter the draw.

5161 GRIT BINS

Following problems experienced during the recent snow, discussion took place on the idea of grit bins being provided at some locations in the Village. Information was provided at the likely cost together the legal and insurance implications as well as advice received from the Parish Council's insurers.

Resolved: That the Parish Council asks the IW Council about the feasibility of providing grit bins in the Village.

5162 MAIN MEETING VENUE

Minute 5059(c) refers

Further consideration was given to the Parish Council's main meeting venue which included the Primary School, All Saints Church Meeting Room and the Village Hall.

Resolved: That the Parish Council keeps the school as its main meeting venue, but that it writes to the Gurnard village Hall Association to request that it has 1st refusal should Tuesdays become available at the Village Hall.

5163 CONSULTATIONS

The Parish Council considered if and how it would respond to 1 consultation:

a. NALC Development Strategy & Business Plan 2010-2015

Resolved: That the Parish Council declines to comment

5164 ACCOUNTS

a. Petty Cash

The Parish Council was given the details of the £4.99 expenditure from this account since the last meeting.

b. Internal Audit Controls and Procedures – Annual Review 2010

The Parish Council considered a review of its internal audit controls and procedures, which included internal audit planning and reporting procedures, meeting the standards and characteristics of effectiveness

Resolved: That the Parish Council approves the annual review of its internal audit controls and procedures together with the 4 documents as submitted namely Appendix 1 – Finance, internal audit planning and reporting 2010/2011, appendix A meeting the standards 9/2/10 and Appendix B the character of effectiveness 9/2/10.

c. **Resolved: To confirm the following payment:**

Caboodle Office Supplies £199.19

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

Room hire £10.00

Telephone £36.52

Travelling £26.44

Chairman's Allowance £25.00

Salaries £926.71

Post Office Ltd £436.75

Eibe Play Ltd

£4557.14

Solent Protection Society

£25.00

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

f. **Resolved: To transfer £2000.00 from the Parish Council's Halifax account to its HSBC Treasurer's account**

5165 ITEMS FOR NEXT AGENDA

No items were raised

The meeting closed at 9.12pm.

CHAIRMAN