

Minutes of the Full Council Meeting of Gurnard Parish Council held at Gurnard Village Hall in Worsley Road, Gurnard on Thursday 11th July 2013 at 7.00pm.

PRESENT: **Councillors** Harrison (Chairman), Javaid, Fuller, Nolan, Mrs McKean & Mrs Bugden.

The representatives from the Environment and Neighbourhoods Team was not able to attend, but PCSO Lisa Paul from the Safer Neighbourhoods Team attended and reported that Gurnard was still quiet from her point of view, with only a beach party event to report upon which turned out to be families. Patrols will continue for these events, but the Police has no powers to move people on if no misdemeanours etc are taking place.

Comments from members of the public (4 + IWCP)

Concerns were expressed about littering on the Village Green and Esplanade, which is especially noticeable after weekends. It was suggested that there were not enough bins and that better signposting to the wheelie bins might assist as these may not be being utilised to their full potential.

Also support was given to the proposed footpath modification order for CS16 and CS17, which it was considered would promote countryside mobility and protect the footpath route from loss. It was encouraging to see access to the Luck was included and that beach access was formalised.

5844 APOLOGIES

Apologies were received from Councillor Jacobs who was unwell, and from Councillor McNeil who had another commitment.

5845 MEMBERS' DECLARATIONS OF INTEREST

a. To receive declarations of pecuniary & non-pecuniary interests

Councillor Fuller made a non-pecuniary declaration of interest in agenda item 5 due to him serving on the IW Council's planning committee.

b. Dispensation requests

No dispensation requests were received

5846 MINUTES

a. The Minutes of the Full Council Meeting held on 13th June 2013 were taken as read, approved as a correct record and signed by the Chairman.

5847 MATTERS ARISING FROM THE FULL COUNCIL MEETING ON 13th JUNE 2013

a. Maintenance of Former Primary School Playing Field & Orchard Sites

Minute 5832a refers (Minutes 5788b & 5822b also refer)

The IW Council has cut the school playing field on 12th June and 3rd July, but has not cut the orchard spaces, which is being investigated. Cllr Fuller was asked to follow this up.

b. Lloyds Banking Group Shareholder A/C

Minute 5827d refers

The new signatories for this a/c have now been accepted by Equiniti.

c. Parish Council Website

Minute 5837b refers (Minutes 5273a, 5509, 5641, 5828, 5837a & 5837c also refer)

An item is in the current Gurnard News looking to recruit people for the website working party. Also the website disk capacity has been increased to 2.5Gb.

d. Woodvale Pumping Station

Minute 5834b refers

The underground pump works are completed and Southern Water says it does have a spare pump, but it is not always available as there are 300 pumps in use on the Island.

e. Gurnard Heights Footpath Claim

Minute 5834b refers

Cllr Fuller stated, in relation to the IW Council requesting fresh evidence from residents about their continued use of the footpath, that he hopes to discuss this at a meeting next week.

- f. Parish Vacancy
Minute 5832b refers (Minute 5814 also refers)
The 2nd deadline on 2nd July passed without any applications, so it has been further extended to 2nd September and the vacancy re-advertised.

5848 PLANNING, LICENSING & TREE PRESERVATION ORDER APPLICATIONS

- a. Report from Parish Clerk.
Revised plans for the following applications have been received – both are minor revisions and no further comment is required:
P/00398/13: Remove existing mobile home. Proposed detached garage with access off The Avenue at 15 Worsley Road, Cowes.
P/00079/13: Demolition of conservatory. 2 storey rear extension to provide kitchen/dining area at ground floor level and enlarge existing bedroom at 1st floor level; to include Juliet balcony on south elevation at Shepherds Hay, Tuttons Hill Cowes.
A Temporary Event Notice has been submitted under the Licensing Act 2003 for the supply of alcohol and regulated entertainment at Rew Street Farmhouse on 27th July 2013 from 2pm to midnight.
- b. **P/00740/13:** Alterations: extension at 1st floor level & single storey rear extension to provide additional living accommodation at 28, Solent View Road, Cowes
Resolved: That the Parish Council has no objection to the application and has no further comment to make.
- c. **P/00719/13:** Demolition of dwelling. Proposed detached dwelling at 25, Lower Church Road, Cowes
Resolved: That the Parish Council has no objection to the application and has no further comment to make.
- d. **Speaking at IWC Planning Meetings**

Councillor Full made a non-pecuniary declaration of interest in this item due to the Kendall family being known to him.

Consideration was given to appointing a main and deputy representative to speak at IW Council planning committee meetings, and also to appointing a planning consultant to speak on the Parish Council's behalf on the planning application for land adjacent to 44 Worsley Road.

Resolved: That Councillor Harrison is appointed as Parish Council spokesperson with Councillor Javaid as deputy, and that planning consultant Janet Kendall is appointed to speak on the Parish Council's behalf on the 44, Worsley Road application.

5849 REPORTS

- a. Parish Council Chairman
Councillor Harrison reported on a meeting with Island Roads held on 8/7/13, which provided an overview and update on Island Road's part of the PFI project. 3 Parish Councils were represented and there was a tour of whole facility. There was also an opportunity to ask questions, which included both general questions and some specific to issues in Gurnard.
- b. Parish Clerk
Formal notice has been given to Island Waste of the end of hire for the 2 wheelie bins on the Esplanade on 4th November 2013.
The Clerk has failed Module 7 of the Certificate in Local Council Administration qualification, in respect of the new General Power of Wellbeing, but will be resubmitting soon.
The PFI Cowes Cluster group for District 1 is meeting at East Cowes Town Hall on Friday 19/7/13, and Councillor Javaid will be attending
A complaint was received about a proliferation of jet skis on Gurnard beach, which were part of the Solent Skiers Association, and a letter has been written requesting their understanding should they visit again.
The new Charles Arnold Baker local council administration book has been delivered.
Some PFI work has been taking place in the Village, namely the replacing of some street light columns
Island Roads has been contacted about Rew Street and Cockleton Lane hedges needing cutting, together with chasing up some weed killer treatment of roads and pavements.
The Parish Council's entry in the 2013 Lottery Awards Programme for 2013 was not successful.
There are plans to completely rebuild the East Chapel at Northwood Cemetery, and evidence of local support for the project is being sought.
Southern Water's 5 year business plan consultation meetings continue this year, with one planned on the IW for September - date and venue to be confirmed.
- c. IW Councillor
Councillor Fuller circulated a written report which included the 44 Worsley Road planning application, grass verges, highway issues, CS16 footpath modification order, Village parking and his activities over the past month., He also added that the highway weeding schedule starts this month, that there are complaints about the new road surfacing in Place Road and that a request has been made to defer the determination of the 44

Worsley Road planning application. Questions and comments followed, which included cycling on pavements and the esplanade, parking issues in Worsley Road, beach hut maintenance, a reported accident and overgrown hedging in Cockleton Lane.

d. Community Transport

Minutes 5269c, 5288, 5319g, 5337, 5352, 5368, 5421g, 5440, 5456, 5471, 5489, 5508, 5522e, 5538d, 5552d, 5568e, 5588, 5622f, 5637h, 5653d, 5667d, 5686d, 5705d, 5726d, 5741i, 5755d, 5770d, 5790, 5825 & 5834d refer.

No Forum meetings have taken place, and some statistics were given for No 32: 1559 passengers in June and a 28% increase in donations.

e. Health & Safety Training Event 26/7/13

This event took place at the Riverside Centre and was attended by 23 Councillors and Clerks, and was led by Steve Lugg from the Hampshire Assn of Local Councils. It was a very intense 3 hour session, which covered health & safety policy and its management, risk assessments, trees, events, resources and support, and also involved everyone in an exercise.

f. IWALC AGM 20/6/13

Following 2 presentations on public health and the "my life a full life programme" topics discussed included receiving various reports and making appointments to various outside bodies - a new training programme for councillors and chairmen runs in the autumn. The meeting was well attended, which included the Leader and Deputy Leader of the IW Council, who expressed a desire to work more closely with the Parish Sector. IWALC will be represented on the IWC Overview and Scrutiny Committee, and Councillor Javaid will represent IWALC on the Hampshire Association. The next Executive Committee meeting is 18th July.

g. Gurnard Regatta

The Village Green is booked for the event, and the £300 grant from IW Community Games has been received. The next Steering Group meeting is 17/7/13.

5850 OPEN SPACES PROJECT

Minutes 4960, 5152a, 5062, 5104h, 5123c, 5253f, 5189a, 5302, 5317b, 5331b, 5454, 5495, 5523b, 5554, 5573, 5591, 5626, 5637i, 5656, 5668, 5687, 5706, 5729, 5741f, 5757, 5772, 5788, 5822 & 5835 refer.

a. Update Report

No new quotes have been received from contractors, but 2 additional contractor site meetings were held on 25th June. Following the reports made in March, April, May & June there is still no further information about Gurnard PC being treated by the IW Council as a "special purchaser" for the open space sites. A new and fairly substantial funding stream for asset transfers has been identified, and efforts are being made to clarify if this project qualifies. No direct contact has been made by IW Council about the land transfer, but a meeting has been set up for 12/7/13.

b. Marketing Strategy

No strategy was available for the Parish Council to consider

5851 NEIGHBOURHOOD PLANNING

Minutes 5306, 5525, 5538f, 5555, 5570, 5587, 5624, 5644, 5691, 5709, 5730, 5741e, 5758, 5773, 5786f, 5821 & 5836 refer.

a. Banner Advert Application & Steering Group Meeting 4/7/13

The application process for the banner advert is far more complicated than envisaged, and efforts are being made to access site and location plans as well as a scale drawing of the banner.

David Green from Eco-Island attended the Steering Group meeting no 4/7/13 to both make a presentation and answer some queries on eco issues as they affect Gurnard and environmental & eco factors relevant to the N/Hood Plan. He also gave some details of a new Cooperative he has secured backing for, which will eventually lead to a possible saving for Islanders of 50%, and which will keep savings on the Island.

Due to time constraints it was not possible to complete the agenda and so the only other 2 topics discussed were the analysis of the housing needs survey, and formulating a response from the Steering Group to the news received that the IW Council planning officer in charge of the 44 Worsley Road development application is recommending approval, in spite of there being no housing needs evidence available yet. The Steering Group feels somewhat disillusioned and some lobbying is planned, together with requesting some assistance from a planning consultant. The next meeting has been brought forward to 18th July.

b. Housing Needs Survey

The Parish Council considered if it is in favour of attempting to have the Housing Needs Survey Report adopted by the IW Council as a planning policy document in its own right?

Resolved: That the Parish Council attempts to have the Housing Needs Survey adopted as a separate planning policy document on its own right.

c. Finance

The Parish Council was updated on current funds available for this project, and also given a short report of the Clerk's meeting with RTPi Planner Martha James on 27th June, looking at the possible advantages of working

together both on the project and in drawing down the DCLG/Locality £7K funding stream. Details of her possible role were explained, as were safeguards to ensure costs were controlled.

It was also explained that there is some urgency to produce a Housing Needs Survey Report for publication, even if only in its basic form initially to use as evidence of need for current development proposals in the Village. Contact has been made with 2 consultants, and figures were presented to the Parish Council for consideration.

Resolved: That the Parish Council appoints Martha James as Neighbourhood Plan Planning Consultant. That the Clerk is given delegated authority to spend up to £5,000 for a consultant to produce the Housing Needs Survey report.

d. Promotional Banner

The N/Hood Plan Steering Group wishes to promote the Real Time Planning and Open Forum 2 day event for 13th & 14th September, by displaying a banner advertising the event. Details of costs involved were provided and it was

Resolved: That the Parish Council approves the purchase of a new 10 foot banner for advertising the event.

5852 SOCIETY OF LOCAL COUNCIL CLERKS

a. Regional Training Day 19/6/13

This training event took place at Salisbury Racecourse and was attended by 55 Clerks and 1 Councillor, together with many exhibitors. Topics included Localism, and in particular the community rights to build, to bid and to challenge, insurance guidance, a Local Government Briefing from the DCLG, a legal workshop, an employment workshop, communication and public engagement & the challenges of a major project. Consideration was given to reimbursing the Clerk and it was

Resolved: That the Parish Council covers the £144.69 costs.

b. SLCC National Conference 2013

This year's SLCC National Conference takes place at the Hinckley Island Hotel in mid to late October. Programme details were given together with the training and continuous professional development benefits afforded by the event with the costs, and consideration was given to sponsoring the Parish Clerk's attendance.

Resolved: That the Parish Council covers the delegate and travelling costs connected with attending the conference.

5853 ANNUAL REVIEWS

a. Crime & Disorder Act 1998

The Parish Council carried out an annual review of its responsibilities under section 17 of the Crime & Disorder Act 1998.

Resolved: That the Parish Council approves the annual review in its current format

b. Equality Act 2010

The Parish Council carried out an annual review of its principles in respect of the Equality Act 2010.

Resolved: That the Parish Council approves the annual review, which included 2 minor alterations.

5854 LEISURE FACILITIES ON THE VILLAGE GREEN

A proposal for providing additional seating and provision of BBQ stations on the Village Green was considered and, following enquiries with insurers and the land owner, it was

Resolved: That the Parish Council provides an additional 2 picnic tables.

5855 LITTERING

Minutes 5240b, 5775b, 5826 & 5840 refer.

a. Litter Pick Event 22/6/13

Cllr Mrs Bugden reported that 7 people attended and areas covered included the beach, the Village Green, Baring Road, Albert Road, Lower Church Road, Winding Way and the Gurnard Heights footpath. 6 bags were collected.

b. Next litter Pick Event

Consideration was given as to when a repeat event might be held, and some details were provided for some possible dates.

Agreed: That the Parish Council hosts another litter pick event on 26th October which will start at 10am and be led by Councillor Mrs McKean.

c. Littering Problems on Gurnard Village Green & Esplanade

A resident has complained about littering on the Village Green and Esplanade, the details of which were given to Councillors which included possible remedies as suggested by the resident. Following discussion on possible courses of action it was

Resolved: That the Parish Council enquires if it is possible to move one of the wheelie bins to a more convenient location, and provides one additional litter bin for the site adjacent to the Watersedge Restaurant.

5856 CONSULTATIONS

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

- a. IW Council: Modification of Public Footpath CS16 at Gurnard Luck and Public Footpath CS17 (Coastal Footpath)

Resolved: That the Parish Council has no objection to the proposed modification order provided that the old footpath route continues to remain open until it has become unsafe, that access from the new route to Rew Street is made safe and that disabled access is installed from Rew Street to the footpath. The Parish Council also suggests that steps are installed to access the beach.

5857 ACCOUNTS

- a. External Audit 2013

The period of advertising the audit came to a close on 28th June, when the Annual Return and accompanying papers were sent off to the Auditor and the audit started on 1st July. The auditor has come back with 2 queries, which will be dealt with by 17th July.

- b. Petty Cash

The Parish Council was informed of the £49.95 expenditure from this account since the last meeting.

- c. 1st Quarter Financial Review of Income & Expenditure 2013/2014

Income and Expenditure spreadsheets for the 1st quarter were circulated to all members.

Resolved: That the financial review for the 1st quarter 2013/2014 is noted and approved.

- d. Payments

Resolved: To make the following payments

Telephone, broadband & calls	£20.36
Travelling	£37.80
TSO Host	£15.18
Petty Cash	£50.00
Salaries	£995.94
Post Office Ltd	£440.44
GVHA	£44.00
All Saints Garden Room	£18.00
Steve Dines	£19.00
SLCC Enterprises Ltd	£60.00
Island Waste	£65.00
IW Council	£35.00
The Woodvale	£50.00
Peacock Insurance	£36.00

- e. Transfer

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

- f. Transfer

Resolved: To transfer £16,000.00 from the Parish Council's HSBC Savings account to its HSBC Treasurer's account.

5858 ITEMS FOR NEXT AGENDA

- a. Parking in Albert Road, Solent View Road and Worsley Road

5859 EXCLUSION OF PUBLIC & 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.

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

5960 PERSONNEL MATTERS

- a. Annual Appraisal

A report was given on the annual appraisal of the Parish Clerk.

- b. Personnel Working Party

A report and overview was given of the Working Party's undertakings and meetings, together with its recommendations

c. Annual review of the Parish Clerk's terms and conditions of employment

Resolved: That the Parish Council supports the Personnel Working Party's recommendations. That efforts are made to identify how some of the Clerk's workload could be reduced. That the Parish Clerk's spinal column point remains at SCP 26 on the scale LC2, and that the contracted number of hours worked per week remains at 26. That the home user allowance is increased to £28.96 per month. That payments are made as compensation for some extra hours worked on the various projects, and that "Councillors' Areas of Responsibility" are revisited in September. That the Clerk will meet with the Personnel Working Party in the near future.

The meeting closed at 9.58pm.

CHAIRMAN