

Minutes of the Full Council Meeting of Gurnard Parish Council held at Gurnard Village Hall in Worsley Road, Gurnard on Thursday 13<sup>th</sup> February 2014 at 7pm.

PRESENT: **Councillors** Harrison (Chairman), Fuller, Jacobs, McNeill, Nolan, Javaid, Mrs McKean, Mrs Spencer, Mrs Bugden and **Youth Advisor** Bronwyn Westmore.

The representatives from the Environment & Neighbourhoods and Safer Neighbourhoods Teams were unable to attend, but PCSO Howard sent a short report which included crimes remaining low, with 4 being reported for January – total crimes have reduced by 9% from 63 to 57 for the year. The next 2 surgeries at Cowes Police Station take place on 20/2/14 & 6/3/14 from 6pm to 8pm.

Speedwatch operations in Rew Street have resulted in 2 warning letters being written, and anyone interested in taking part can go along to the bottom of Hilton Road between 2pm and 4pm on 17/2/14 to see a demonstration.

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

5962 APOLOGIES

Apologies were received from PCSO Howard

5963 MEMBERS' DECLARATIONS OF INTEREST

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

Councillors Harrison, Javaid, Jacobs, Nolan, Mrs McKean, Mrs Bugden & Mrs Spencer declared a pecuniary interest in agenda item 7 due to them living in the Parish and being financially affected by the decision taken. Councillors Mrs Bugden & Mrs McKean declared non-pecuniary interests in item 11d due to their involvement with the GVHA. Councillor Jacobs declared a non-pecuniary interest in item 11d due to his involvement with the Scouts. Councillor Fuller made a non-pecuniary declaration of interest in item 7, due to his involvement with the IW Council.

b. Dispensation requests

Councillors Harrison, Javaid, Jacobs, Nolan, Mrs McKean, Mrs Bugden & Mrs Spencer submitted written requests for a dispensation in respect of agenda item 7 on quorum grounds, to enable them to debate and vote on the item.

**Resolved: That the Parish Council grants a dispensation for agenda item 7 to Councillors Harrison, Javaid, Jacobs, Nolan, Mrs McKean, Mrs Bugden & Mrs Spencer.**

5964 MINUTES

a. The Minutes of the Full Council Meeting held on 30<sup>th</sup> January 2014 were taken as read, approved as a correct record and signed by the Chairman.

5965 MATTERS ARISING FROM THE FULL COUNCIL MEETINGS ON 9<sup>th</sup> & 30<sup>th</sup> JANUARY 2014

a. Annual Parish Meeting 24/4/14 – 7.30pm Minute 5945 refers.

The Village Hall is booked, and the meeting is advertised in Gurnard News for February and March. Annual reviews are expected from the Police, Cllr Fuller and Pat Clayton (N/Hood Watch), but Pat Clayton will be standing down after the APM as local coordinator. Refreshments will be provided and there have been no nominations for Parish Awards as yet. Islands Roads has accepted the invitation to give a PFI update and Malcolm Smith, accompanied by either Rebecca Tuck or Louise Watson, will be attending the meeting.

b. Picnic Table Project Minute 5945 refers.

Minutes 5854, 5866f, 5884b, 5910h, 5925e & 5942e refer

Both the new picnic tables were collected on time, and have been satisfactorily installed.

c. Box File Minute 5944 refers (Minute 5936b also refers)

Just 2 Councillors wish to remain in receipt of it each month.

d. Buckingham Palace Garden Party 21/5/14 Minute 5950 refers

It has been confirmed that the Councillor & Mrs Harrison will be joining Councillor & Mrs Pullen from Northwood PC as IWALC representatives at this event.

e. Seasonal Wheelie Bin Hire 2014 Minute 5946 refers

The hire with Biffa Waste has been confirmed, to start on 7/4/14 and run until 3/11/14. The agreement has now been signed and returned.

5966 PLANNING, LICENSING & TREE PRESERVATION ORDER APPLICATIONS

a. Report from Parish Clerk.

The following application has been approved:

**P/01455/13:** Replacement glazing to existing conservatory at Flat 1, Woodvale House, Woodvale Road, Cowes.

# GURNARD PARISH COUNCIL

A renewal for an island-wide Street Trading Licence arrived late, with a response deadline of yesterday.

The following work under Tree Preservation Order **TPO/1999/18/TW/454/13** has been refused: consent to reduce the crown of T1 English Oak by 50% and pollard at 14 Solent Lawns.

The 2<sup>nd</sup> session looking at planning for the future in the Medina Valley Area takes place at County Hall in the Council Chamber on Monday 24/2/14 from 6pm to 8pm.

## 5967 REPORTS

### a. Parish Council Chairman

The Chairman had nothing to report

### b. Parish Clerk

Age (UK) has asked communities for support for a new lottery bid it is making for a substantial amount of money, which will be used to tackle isolation and loneliness amongst the over 50's. This will be in March's Gurnard News.

The temporary glitch in the cleanliness of the toilet block, which the Parish Council complained about, seems to have been overcome.

The next Cowes Police Surgery at Cowes Police Station is 20/2/14 from 6pm to 8pm.

A resident complained to Island Roads during the Cockleton Lane road surfacing operation, mainly that workers were not there as much as they should have been.

The grass cutting contractor has accepted the work for 2014, and has also completed a risk assessment for the year's work.

The final register of interest form has been completed and submitted, so the Council is now all up to date.

Contractors attended on 5/2/14 to cut down the hedge opposite the Village Hall.

There have just been 4 expressions of interest so far in the Parish Council's grants programme – the deadline is the end of February.

The IW Council courier service is being withdrawn on 28/3/14 and it will be replaced by a Royal Mail service for the plans.

GPC has been invited to a meeting to discuss discretionary services – **it was agreed Councillors Harrison & Nolan would take up the offer on behalf of the Parish Council**

The IW Council has enquired further about the former school playing fields, which has been replied to that it is not clear where the Parish Council stands on this whole project now, and that some further local consultation may be required, which would be discussed by the Community Projects Committee when it next meets. Cllr Steve Stubbings has, however, repeated his assurance that a rent won't be charged if GPC takes it on.

### c. IW Councillor

Cllr Fuller provided a written report and he especially highlighted the IW Council budget challenges, the Economy & Environment Scrutiny Committee meetings with ferry operators and car parking. Questions followed, mainly on parking issues.

### 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, 5849d, 5866d, 5898d, 5910d, 5925d & 5942d refer.

Work is ongoing to include a stop for No 32 outside the Aldi store, and Southern Vectis will be erecting a bus stop soon.

### e. IW CTP Conference 13/2/14

Minutes 5943 refers

It was reported that it was a very interesting day, with about 80 Councillors and Clerks in attendance. The day was opened by Howard Midworth, Chief Executive of the Society of Local Council Clerks, and other speakers included Mike Duggan from the DCLG and representatives from Came & Company. An update was given on Neighbourhood Planning across the country and some 900 Plan are now registered with 35 in their final stages, 11 through examination and 5 adopted. Whilst turnouts for referenda varied the mandate in favour was high, ranging from 74% to 92%. Questions followed, which included highlighting concerns about consent being given for high numbers of housing units when housing needs surveys only gave a need for a few, and also the need for expert help in finalising the Plan.

### f. Play Area

Minutes 5910b & 5942b refer.

The new rocker was in place on 31/1/14, and the 3<sup>rd</sup> quarter's inspection records have arrived, with no safety points of concern being raised.

### g. IWALC Executive Committee Meeting 16/1/14

There were 2 presentations, on Green Towns and possible impact upon Parish Precepts caused by the IW Council's budget challenges. Also included was an update on area assisted status for the IW, the newly proposed Parish Protocol, the forthcoming CTP conference and various reports. Gurnard & Northwood were selected to go to the Buckingham Palace Garden Party on 21/5/14. The next meeting is 20/3/14

## GURNARD PARISH COUNCIL

- h. Age (UK) Volunteers' Meeting 31/1/14  
This took place at St Andrew's Hall in Cowes, and the Police were in attendance with about 12 volunteers. Updates on the current situation were given, and the volunteers shared experiences together. There are now 500 volunteers on the books, and some 38,000 hours of community assistance was given in the past 12 months. **It was agreed to invite Mark O'Sullivan to a Parish Council meeting to give a further update.**
- i. GVHA Meeting 16/1/14  
New chairs are now in use, and a new water heater has been fitted. Finance balances stand at about £7K, and investigations are being made into gift aid benefits from some donations. Regular bookings are holding up well, and some further work will need doing to the floor and the SW wall in the summer. Loop problems have been resolved and there are concerns over the access easement application from the scout hut. New volunteers are being sought to help on the committee, and the next meeting is 3/4/14.

- 5968 NEIGHBOURHOOD PLAN  
Minutes 5306, 5525, 5538f, 5555, 5570, 5587, 5624, 5644, 5691, 5709, 5730, 5741e, 5758, 5773, 5786f, 5821, 5836, 5851, 5867, 5886c, 5898e, 5910e & 5959 refer.
- a. Steering Group Meeting 11/2/14  
The Steering Group held an extra meeting to identify where the process could be streamlined, resulting in 7 areas of priority.
- b. Support & Resources  
Consideration was also given to extra support and resources needed to complete the Plan, which included the use of extra consultancy for the policy writing and Plan production and seeking 3 quotes for the work, together with obtaining some mapping software.  
**Resolved: That the Parish Council approves the purchase of the Getmapping software for £57.60, and will include £15,000 in its general budget 2014/2015 for the project, seeking 3 quotes for the work.**

Councillor Fuller left the room for the following item

- 5969 FINANCE
- a. Budget 2014/2015  
**Resolved: That the Parish Council sets the following budgets for 2014/2015: General Income £46,855.00, General Expenditure £46,855.00, Project Income £15,700.00 and Project Expenditure £15,700.00.**
- b. Precept 2013/2014  
**Resolved: That the Parish Council sets a Precept (including grant) of £36,000 for 2014/2015.**
- 5970 LITTER PICK  
Minutes 5240b, 5855c, 5899 & 5911 refer.  
Councillor Mrs McKean will lead the event on Saturday 22/3/14 and it will start from the Village Hall at 10am. The equipment with a risk assessment will be delivered to Cllr Mrs McKean on 21/3/14, and **it was agreed that the areas to be litter picked would be decided on the day.**
- 5971 POLICIES
- a. Freedom of Information Publication Scheme  
An annual review was carried out of the Parish Council's FOI Publication Scheme, which included one addition, and it was:  
**Resolved: That the Parish Council approves the annual review.**
- b. Internal Audit Planning & Reporting 2014  
The Parish Council carried out 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 3 documents as submitted namely appendix 1 – finance, internal audit planning and reporting 2014/2015, appendix A - meeting the standards 13/2/14 and Appendix B - the character of effectiveness 13/2/14.**
- 5972 CONSULTATIONS  
The Parish Council considered **if and how** it would respond to 5 consultations:
- a. IW Council – Proposed Review of the Youth Offer  
**Resolved: That Councillor Mrs McKean would respond on behalf of the Parish Council**
- b. IWALC – Proposed Protocol between IW Council and Town & Parish Councils  
**Resolved: That the Parish Council welcomes the protocol**
- c. IW Council – Review of Island Plan Core Strategy Policy SP2 Housing Regulation 18 & SE/SEA Scoping

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**Resolved: That Councillors Fuller & Nolan would respond on behalf of the Parish Council**

d. Land Registry – Notice of Application to Register Easement etc – Gurnard Scout Hut

**Resolved: That the Parish Council endorses the 5 points made by the Gurnard Village Hall Association**

e. IW Council – Imposition of Designated Public Places Orders

**Resolved: That the Parish Council declines to comment**

5973 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.**

5974 PERSONNEL ISSUES

A report was given on measures taken by the Personnel Working Party to replace the Clerk, and an interview shortlist of 4 candidates has been produced.

**Resolved: That Interviews will take place on 21/2/14 at the Portland Inn and Councillors Mrs McKean, Javaid & Nolan will serve on the Panel. That the Panel will select the successful candidate, with the Parish Council formally approving the appointment at the following Full Council meeting.**

End of Contract issues for the current Clerk were discussed and decisions were taken as to gratuity, outstanding leave and handover measures as per appendix 1 of these minutes.

5975 ACCOUNTS

a. Petty Cash

The Parish Council was informed of the £8.40 expenditure from this account since the 9/1/14 meeting.

b. Payments

**Resolved: To confirm the following payments**

IWALC (training)	£25.00
CPRE	£29.00
The Governor	£216.00

d. Payments

**Resolved: To make the following payments**

Telephone, broadband & calls	£18.37
Travelling	£28.80
Petty Cash	£40.00
Salaries, gratuity & leave	£4,693.71
Post Office Ltd	£2,448.19
IW County Press	£112.50
Groundsells Contracting Ltd	£720.00
Project Admin	£29.38
GVHA	£44.00
All Saints Garden Room	£10.50
Plan Research	£327.97
IWALC (subs)	£224.66
Project admin (to be paid 28/2/14)	£32.66

e. Transfer

**Resolved: To transfer £4,614.18 from the Parish Council's HSBC Business account to its Treasurer's account.**

f. Transfer

**Resolved: To transfer £1,000 from the Parish Council's HSBC Savings account to its HSBC Treasurer's account.**

5976 ITEMS FOR NEXT AGENDA

No items were raised.

The meeting closed at 9.45pm.

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CHAIRMAN