

Minutes of the Full Council Meeting of Gurnard Parish Council held at Gurnard Village Hall in Worsley Road, Gurnard on Thursday 13th June 2013 at 7.00pm.

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

The representatives from the Environment and Neighbourhoods Team and the Safer Neighbourhoods Team were not able to attend, but PCSO Lisa Paul sent a brief report for the past 30 days which included 2 drug related offences, with one receiving a cannabis warning and the other being charged. Information is being sought about anti-social behaviour incidents at Gurnard Pines, and PCSO Paul will now be patrolling on a cycle.

Comments from members of the public (3)

Concerns were expressed about the 13 Shore Road planning application which included there being no amenity space, being 3 times the original size, too great a mass, parking issues, over-development of the site, inappropriate design and some incorrect information in the application description.

5829 APOLOGIES

Apologies were received from Councillor Mrs McKean who had another commitment, and from PCSO Lisa Paul who was involved with IW Festival policing.

5830 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 5b due to him serving on the IW Council's planning committee. Councillor Harrison made a non-pecuniary declaration of interest in agenda item 8c due to him living next door to the site.

b. Dispensation requests

No dispensation requests were received.

c. Registers of interest

All Councillor registers of interest were completed within the 28 day deadline.

5831 MINUTES

a. The Draft Minutes of the Planning Committee Meeting held on 30th May 2013 were noted

b. The Minutes of the Annual Meeting held on 9th May 2013 were taken as read, approved as a correct record and signed by the Chairman.

5832 MATTERS ARISING FROM THE ANNUAL MEETING ON 9th MAY 2013

a. Open Space Maintenance at Former Primary School

Re minute 5822b (minute 5788b also refers): The IW Council was made aware of the Parish Council's offer to maintain these 2 sites, subject to any costs being reimbursed should the Parish Council not obtain ownership in the end. The IW Council has found a budget to take on this maintenance, and the first cut took place yesterday. Also a resident has recently been in touch complaining about the current state of the 2 plots.

b. Election 20123 & Cooption

Re minute 5814: As reported at the Annual Meeting there was one vacant seat following the elections and the cooption process got underway on 19th April, setting an initial deadline of 3rd June. No applications had been received by this date and so the deadline has been extended to 2nd July and the vacancy re-advertised.

c. Internal Auditor

Re minute 5798: Miss Sarah Truckell has agreed to serve as Internal Auditor until the Annual Meeting 2014.

5833 PLANNING, LICENSING & TREE PRESERVATION ORDER APPLICATIONS

a. Report from Parish Clerk.

The Premises Licence for Gurnard Village Hall has been issued.

A Temporary Event Licence has been issued for a wedding event on Spencer's Field off Tuttons Hill for 27th July, which will allow for regulated entertainment and alcohol sales up to 11.30pm on 27th July.

b. **P/00691/13:** Demolition of dwelling. Proposed pair of semi-detached houses, Formation of vehicular access & parking at 13, Shore Road, Cowes

Resolved: That the Parish Council objects to the application on the grounds that the proposals are out of keeping with the surrounding dwellings, that the design is inappropriate for the area, that the height, scale and mass are overbearing in nature and obtrusive, that there would be loss of light for chalets 11 and 15 and that the parking provision is unworkable. The Parish Council also comments that the planning consent for No 11 is now expired, that the proposals amount to over-development of the site and that there are inaccuracies in the application information.

5834 REPORTS

a. Parish Council Chairman

Councillor Harrison had nothing to report.

b. Parish Clerk

There was an effluent overflow problem from the manhole outside the toilet block last week which was dealt with promptly. Also the Gents was locked up on 6/6/13 due to a hole appearing in the cubicle partition once again, but was fixed and open again the following day.

Further efforts have been made on the issue of grass verge cutting and maintenance of the Pond Green area, and early teething problems were blamed for the slow start.

The Module 7 for the General Power of Competence of the Clerk's Certificate in Local Council Administration qualification has been submitted.

The Clerk will be attending a health & safety training event on Wednesday 26th June

Shore Road opened earlier than expected on 16th May but Southern Water is expected to return

Island Roads were asked to intervene with some obstruction and health & safety issues connected with the redevelopment works at 14 Shore Road and the area was fenced off as a result

All Saints Church carried out a litter pick of Gurnard Beach on 18th May and collected 8 bags of rubbish.

The signatory changes to the Parish Council's Shareholder a/c mandate are in hand and have been sent off

The Village of the Year plaque has been returned to the Secretary for the 2013 awards.

The beach flag on Gurnard Esplanade was in danger of blowing away – this was reported to IWC on 6/6/13 and was fixed the same day

The Woodvale Pumping Station issue has reared its head again – about 2 weeks ago or so the pump failed, and surface disposal has been in situ ever since. A resident has complained, and Southern Water has been contacted.

The combined Cowes area group looking at the 2014 WW1 commemoration has met for the 1st time.

The IW Council is working on the claim from 2010 for a modification order for the footpath that runs behind the Gurnard Heights houses. Latest information is that it will be recorded as a public footpath but the IW Council will not have any maintenance responsibilities for it, and it will be signed as a public footpath. The Parish Council has been asked for additional evidence of use. **Councillor Fuller agreed to speak to Darrel Clarke.**

Island Roads has been asked to take some action over the increasing growth of weeds on the highway edges and pavements throughout the Village and they are on the case, with another treatment programme planned for July.

c. IW Councillor

Councillor Fuller circulated a written report which included Cowes Enterprise College, a recent Highways meeting, committee appointments at County Hall, the former primary school site and a list of all his meetings and activities the past month. Of particular note was that there are plans to divert the cliff coastal footpath behind the Marsh chalets, and that positive discussions are on-going with local landowners.

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 refer.

The community bus scheme and an appeal for community bus drivers appeared in the IW County Press as part of Community Action's Volunteer Week promotional project, which has so far produced one more volunteer whose contact details have been passed on to the Driver's Coordinator. There have been no recent Forum meetings.

e. Picnic Tables

Minutes 5679a, 5689, 5707, 5724b, 5755g & 5770g refer

The securing straps are now in place on both picnic tables, which finally brings this project to a close.

f. Social Media Training Day 13/5/13

The Clerk attended this morning session at the Isobel Centre in Newport, which was very informative and covered several platforms including Skype, Pinterest, Instagram, Facebook and Twitter. Facebook and Twitter were, perhaps, the most relevant and one amazing statistic for Facebook use in May 2013 was that there were 4.7 billion "likes" generated.

g. IWALC Executive Committee Meeting 16/5/13

Following a presentation from the Police & Crime Commissioner which included some planned policies the agenda included officer elections, preparation for the AGM on 20/6/13, various reports and a training update. The Island's case for assisted area status is being supported, and a new IWALC Treasurer is needed.

Following the AGM on 20/6/13 at the Riverside Centre, which is open to all Councillors and Clerks, the next meeting will be 18/7/13.

h. Gurnard Regatta Steering Group Meeting 23/5/13

Minutes 5742 & 5786k refer

The meeting was held at the Sailing Club, attended by 4 steering group members and ran through some suggested activities on the Green and on the water, and arrangements were made for hiring the Green and delegating jobs to people. The idea of having a miniature railway looks unlikely now due to risk assessment and 3rd party liability issues and efforts are now underway to cover some basic roles like face painting and the craft workshop, and if there are any issues at the moment it may be the low attendance at the planning meetings. Some sponsorship is being sought again, and an application for a new funding stream for community games events has been submitted, and £300 has been pledged. The forms and agreements for the hire of the Village Green, together with risk assessments etc, have now been completed which will be sent off with the payment soon. The next meeting is 18th July.

i. Island Waste Advisory Group meeting 23/5/13

Minutes from the meeting were placed in the correspondence box file, and no report was given. The next meeting is 2pm on 4th September at Downend.

j. Youth Advisor Scheme

Minutes 577b & 5768c refer

The Clerk had a meeting at Cowes Enterprise College on 17th May, with the aim of kick-starting the youth advisor scheme again. Details of how the scheme works were given again and what help is needed from the College. An offer was made to come into the college again to further explain the scheme to any candidates if that would help.

k. Age (UK) Volunteers Meeting 10/5/13

Minute 5820b refers

The meeting took place at St Andrew's Hall in Cowes to exchange views and receive updates on current scheme progress and new schemes. There are 400 volunteers on the IW, but more are needed as increased demands are being made due to IW Council social care budget cuts. The Good Neighbour Scheme profile has gone international, and some dementia awareness sessions are starting up. Fear of falling is a big issue for many, and extra help is needed here. Parish & Town Councils are being asked to advertise the need for more volunteers to come forward.

l. May Queen Committee Meeting 17/5/13

Cllr Mrs McKean was unable to attend this meeting and no report has come through yet.

m. GVHA Meeting 6/6/13

6 members attended the meeting and topics included the new OHP film installation, seating in the hall, fitting black out blinds, hirings, building fabric and finance. Of particular note was that investigations are underway to replace the chairs and the finance balance was £7815. 30 people turned out for the 1st film evening, and GVHA will be providing refreshments for the forthcoming Open Studios weekend event. The AGM is set for 19/9/13, which will be the next meeting.

5835 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 refer.

a. Update Report

Feedback from the 2nd site meeting with a contractor on 15/4/13 to look at the alterations needed to the site to implement the proposed site plan is still awaited but they are keeping in touch.

Following the 4th site meeting with another contractor falling through last month, meetings have been arranged with 2 other companies for 25/6/13, and a quote has come through from a local contractor for the main site.

One item of equipment that has been a problem to identify has been resolved in that the manufacturer has at last been identified and a quote for that one item has been received.

No further progress has been made with the planning application for change of use – this is solely because of all the uncertainties and not having all the contractor figures to hand yet – a Community Projects Committee meeting will be called once all this information is to hand.

Following to the reports made in March, April & May Cllr Fuller says an Asset Portfolio Holder has been appointed, but it is still not clear if Gurnard PC can be treated by the IW Council as a "special purchaser" for the open space sites - there are no further details from the IW Council on the land transfer.

b. Marketing Strategy

No strategy was available for the Parish Council to consider

Councillor Fuller left the meeting at 7.50pm.

5836 NEIGHBOURHOOD PLANNING

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

- a. Steering Group Meetings 16/5/13, 28/5/13 & 6/6/13
 On the 16th May the main focus of the meeting was the housing needs survey distribution, and all 1000 were distributed by volunteers apart from 59 where there were delivery challenges. The use of primary and secondary data in the analysis was also discussed, and there were reports from all 4 Focus Groups. The programme has been adjusted as the timetable has slipped a little, with completion now being aimed for the Spring 2014 and there are still some community groups to visit. The 28th May meeting was a combined Steering Group meeting with Bembridge, Brading and Freshwater, held at County Hall, and proved to be a useful information sharing exercise. This meeting looked at progress to date, dealing with different local characteristics and methods of engaging with the community, and it is looking as though Bembridge could be the 1st to complete, probably by the end of this year. On 6th June the main focus was the response to the housing needs survey, which is looking to be around 52%, but factoring out the 2nd homes element this increases to 63% - the Freepost idea has been a huge success in this respect, and consideration was given to the analysis process. Again there were reports from the 4 Focus Groups and a consultant attended the meeting to run through the benefits and challenges of carrying out an event similar to a planning for real exercise, which it is anticipated will be used for a combined focus group consultation day later on. The next meeting is 4th July.
- b. Advertising Consent
 The Steering Group has asked if the Parish Council would apply for consent to display a banner periodically as required under the Village Clock, and details were given on the process and costs.
Resolved: That the Parish Council applies for consent.
- c. Primary School Buildings Site
 The Steering Group has suggested that the buildings site of the former primary school would be an ideal site for "affordable" and "economically priced" housing units, and the Parish Council gave fresh consideration to the idea of the project and bidding for the site.
Resolved: That the Parish Council takes no action for now, pending the results of the Housing Needs Survey.
- d. Finance
Update Report
 The Parish Council has drawn down £4,000 so far to finance the N/Hood Plan process, but there are application problems due the criteria imposed for the new DCLG funding stream, which could offer a maximum of £7,000. The issue of the criteria has been taken up by the NALC representative for the IW. There is some flexibility in the Parish Council's budget for an element of the on-going costs.
Housing Needs Survey Analysis
 The Steering Group is making a start on analyzing the housing needs survey "in house", but there may be a need for some outside consultancy costs later on. Recent contact made with an RTPI qualified planning consultant on the Island may open the way to realising some funding through this new DCLG scheme and meetings are planned soon to investigate various options, and it is hoped to bring this back to the Parish Council next month.

5837 PARISH COUNCIL WEBSITE
 Minutes 5273a, 5509, 5641 & 5828 refer.

- a. Improvements
 Consideration was given to implementing some improvements to the website, especially to some of the photographs.
Resolved: That the Parish Council seeks to create a Website Working Party, headed up by Councillor Nolan. That this is advertised in Gurnard News together with the idea of there being a village photographic competition, with the aim to provide quality images be used on the website.
- b. Disk Capacity
 Currently the website disc capacity is only 500Mb, and consideration was given to increasing this to 2.5Gb
Resolved: That the Parish Council increases the disk capacity to 2.5 Gb.
- c. Social Media
 A decision was made in June 2012 to defer a decision on adding a Parish Council social media presence for 12 months. Accordingly further consideration was give to this and it was
Resolved: That the Parish Council defers this item for a further 6 months.

5838 APPOINTMENTS
 Minutes 5805 & 5811 refer

- a. Gurnard Village Hall Management Committee
Resolved: That Cllrs Mrs McKean & Mrs Bugden are appointed to represent the Parish Council.

- b. Gurnard Regatta Steering Group
No additional representative was appointed to join Cllr Javaid and the Parish Clerk to represent the Parish Council.
- 5839 PUBLICATIONS
Consideration was given to purchasing the 9th edition of Charles Arnold Baker's Local Council Administration and the new inserts for the SLCC Clerk's Manual
Resolved: That the Parish Council purchases the 9th edition of Charles Arnold Baker's Local Council Administration and the inserts for the new SLCC Clerk's Manual.
- 5840 LITTER PICK 22/6/13
Minutes 5775b & 5826 refer.
Consideration was given as to who would lead this event, which starts from the Village Hall at 10am
Resolved: That Councillor Mrs Bugden leads the event.
- 5841 CONSULTATIONS
The Parish Council considered **if and how** it would respond to 2 consultations:
- a. Southern Water – Water Resources Management Plan 2013
Resolved: that that the Parish Council declines to comment
- b. IW Council – Revised Local List of Information Requirements for Planning Applications
Resolved: that that the Parish Council declines to comment
- 5842 ACCOUNTS
- a. Petty Cash
The Parish Council was informed of the £2.40 expenditure from this account since the last meeting.
- b. Payments
Resolved: To make the following payments
- | | |
|------------------------------|---------|
| Telephone, broadband & calls | £21.79 |
| Travelling | £40.50 |
| IT Consumables | £99.49 |
| Training fees | £15.00 |
| CiLCA submission fees | £20.00 |
| Petty Cash | £30.00 |
| Salaries | £996.79 |
| Post Office Ltd | £440.95 |
| GVHA | £52.00 |
| All Saints Garden Room | £6.00 |
| Steve Dines | £19.00 |
| Banner Business Services Ltd | £136.30 |
| E.J. Thomas | £88.95 |
| Royal Mail Group Ltd | £113.42 |
| IW Council | £57.60 |
| NALC | £16.00 |
- c. Transfer
Resolved: To transfer £48.79 from the Parish Council's HSBC Treasurer's account to its HSBC Business account.
- d. Transfer
Resolved: To transfer £3,000.00 from the Parish Council's HSBC Savings account to its HSBC Treasurer's account.
- 5843 ITEMS FOR NEXT AGENDA
- a. Additional benches and BBQ provision on the Village Green.

The meeting closed at 8.30pm.

CHAIRMAN