

MINUTES OF THE ANNUAL MEETING OF WOOTTON BRIDGE PARISH COUNCIL HELD ON TUESDAY 18 MAY 2010 AT 7.00PM IN WOOTTON COMMUNITY PRIMARY SCHOOL, CHURCH ROAD, WOOTTON BRIDGE.

Present : Councillor Ken Morris Chairman
Councillor Steve Porter Vice Chairman
Councillors Brian Ballard Dick Doran Barrie Hailstone Peter Mundell
Roy Murphy Miss Sarah Fulford Rob Ashley

Also present: 4 Members of the public
PC Nick Massey
Mrs L Smith Parish Clerk
Ms Val Cooper Acting Parish Clerk

Matters raised during the Open Forum

- There were strong rumours in the village that the Youth Club building was to be sold and redeveloped. Local residents were extremely concerned about this as the Youth Club building is important to the villagers and the Youth Club is well attended.
This matter will be investigated.
- A traffic survey around the area of the Church in Station Road is overdue.
This matter will be raised with Highways.

1. ELECTION OF CHAIRMAN FOR THE FORTHCOMING YEAR AND TO RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE.

10/179. Nominations were invited for the election of Chairman for the forthcoming year.
RESOLVED – THAT COUNCILLOR KEN MORRIS IS ELECTED TO SERVE AS PARISH COUNCIL CHAIRMAN FOR THE FORTHCOMING YEAR
Councillor K Morris duly signed the Declaration of Acceptance of Office.

2. ELECTION OF VICE CHAIRMAN FOR THE FORTHCOMING YEAR.

10/180. Nominations were invited for the election of Vice Chairman for the forthcoming year.
RESOLVED – THAT COUNCILLOR STEVE PORTER IS ELECTED TO SERVE AS VICE-CHAIRMAN FOR THE FORTHCOMING YEAR.

3. APOLOGIES FOR ABSENCE.

10/181. Apologies for absence were received from Councillor B Abraham and Rachael Knight from the Youth Club.

4. APPOINTMENT OF REPRESENTATIVES TO:-

10/182. IWALCs Executive Committee.
RESOLVED – THAT COUNCILLOR DICK DORAN IS ELECTED TO SERVE AS REPRESENTATIVE ON THE IWALC.

10/183. Wootton Bridge Village Partnership.
RESOLVED – THAT COUNCILLORS KEN MORRIS AND DICK DORAN ARE ELECTED TO SERVE AS REPRESENTATIVES ON THE WOOTTON BRIDGE VILLAGE PARTNERSHIP.

10/184. Wootton Youth Club.
RESOLVED – THAT COUNCILLORS ROB ASHLEY AND STEVE PORTER ARE ELECTED TO SERVE ON THE WOOTTON YOUTH CLUB MANAGEMENT COMMITTEE

10/185. Wootton Fairway Association.
RESOLVED – THAT COUNCILLOR BRIAN BALLARD IS ELECTED TO SERVE ON THE WOOTTON FAIRWAY ASSOCIATION.

10/186. Arreton Charity Trust.
RESOLVED – THAT COUNCILLOR PETER MUNDELL IS ELECTED TO SERVE ON THE ARRETON CHARITY TRUST.

10/187. Island Waste Advisory Group.

RESOLVED – THAT COUNCILLOR ROY MURPHY IS ELECTED TO SERVE ON THE ISLAND WASTE ADVISORY GROUP.

10/188. Dog Warden Liaison Group.

RESOLVED – THAT COUNCILLOR BARRIE HAILSTONE IS ELECTED TO SERVE ON THE DOG WARDEN LIAISON GROUP.

10/189. Wight in Bloom.

RESOLVED – THAT COUNCILLOR SARAH FULFORD IS ELECTED TO SERVE ON THE WIGHT IN BLOOM GROUP.

10/190. Any other representatives.

No other representatives were needed at this time.

5. MINUTES OF THE MEETING HELD ON 20 APRIL 2010.

10/191. RESOLVED – THAT THE MINUTES OF THE MEETING HELD ON 20 APRIL 2010 BE APPROVED AS A CORRECT RECORD AND SIGNED BY THE CHAIRMAN.

6. DECLARATIONS OF INTEREST.

10/192. Councillor D Doran – personal and prejudicial:

Matters relating to Tesco Express.

Councillor R Murphy – personal and prejudicial:

Matters relating to the WICI due to sharing the same web designer.

7. MATTERS ARISING.

Progress reports only.

10/193. Creek Gardens (Minute 10/135).

Councillor B Hailstone provided a written contribution about a meeting with Brian Forsdike at Creek Gardens on 14th May 2010, a copy of which forms “APPENDIX A” of these minutes.

10/194. Road Safety in New Road (Minute 10/152).

Highways have yet to “walk the road” with Councillor B Hailstone. This is to be chased up.

10/195. Recreation Ground Toilets (Minute 10/137).

A request had been made to the Isle of Wight Council for an extension of time to consider the future of the Recreation Ground Toilets. A local builder is to be contacted for a quotation.

10/196. Playground Dog Sign (Minute 10/138).

Signs have now been received from the children at the Primary School. Members were shown the design that was felt to be the most appropriate. This sign will be discussed with the graphic designer and costs will be brought to the next meeting.

10/197. Purchase of Marquee (10/140).

The purchase of the marquee had been delayed due to the fire retardency standards having to be checked with the Fire Brigade. This confirmation has now been received and purchasing of the marquee can be progressed.

10/198. Village Sign (Minute 10/163)

The original manufacturer of the village sign has been located. They are able to arrange a reproduction sign at cost. Further details and costs will be brought to a future meeting when available.

10/199. Youth Service Review (Minute 10/164).

The young person present from the Youth Club advised the meeting that the Youth Service Review is due to be held on 7th June 2010.

10/200. Footpath near the Sloop (Matter raised in Open Forum at the previous meeting)

Information was raised about cuttings being left on the footpath. This will be raised with the Environment & Neighbourhood Officer.

10/201. New Road - Area around the Riverside Works (Minute 10/165).

The parking problems have been reported to the PCSO and efforts are being made to speak to planning about any change of use that may have been required.

8. PLANNING APPLICATIONS.

To comment on the following applications:-

10/202. Planning Applications.

No planning applications had been received for Wootton Bridge since the Parish Council Meeting on 20 April 2010.

To receive any notices of planning decisions, appeals, Tree Preservation Orders, etc.

10/203. Tesco Express – Revised Signage

Pre-application plans of suggested new signage colours had been received from Tesco and forwarded on to members prior to this meeting. The totem sign has now been replaced by new forecourt signage in more village friendly colours. The Parish Council was asked to comment prior to a formal application being submitted.

RESOLVED – THAT THE PARISH COUNCIL RAISES NO OBJECTIONS TO THE REVISED SIGNAGE FOR TESCO EXPRESS AS ILLUSTRATED ON THE PRE-APPLICATION PLAN.

10/204. Planning Committee Site Inspection regarding land adjacent to the Wootton Bridge Community Centre.

Members were informed of a forthcoming planning committee site inspection on 21 May 2010 regarding the land adjacent Wootton Bridge Community Centre for the doctors surgery. The application will be considered at committee on Tuesday 25 May 2010.

10/205. Planning Notice outside Ivy Cottage.

At this point, a planning application notice on the lamp post outside Ivy Cottage was mentioned. No plans had been received so the Parish Clerk will investigate this with Planning.

10/206. Decisions.

P/00219/10 – TCP/22457/C APPROVED

9. PARISH COUNCIL REVIEW.

To set up a working group to start reviewing:-

10/207. The future role of the Parish Council.

RESOLVED – THAT A SMALL WORKING GROUP WILL BE SET UP SO THAT AN INFORMAL “BRAINSTORMING” SESSION CAN BE ARRANGED TO CONSIDER THE FUTURE ROLE OF THE PARISH COUNCIL.

10/208. The Parish Council’s policy document.

RESOLVED – THAT A SMALL WORKING GROUP WILL BE SET UP TO REVIEW THE PARISH COUNCIL’S POLICY DOCUMENT.

10/209. The Parish Councillors’ Areas of Responsibility.

RESOLVED – THAT A SMALL WORKING GROUP WILL BE SET TO REVIEW AND UPDATE THE PARISH COUNCILLORS’ AREAS OF RESPONSIBILITY.

10. WICI. (Wootton Interactive Community Information)

10/210. Progress report.

Content for the WICI is starting to be uploaded from various village groups. The hardware is partially set up and the kiosk, which will be the flagship for the WICI, is about to be ordered.

10/211. To remind members that help is still needed to supply content for the WICI.

Members were reminded that their information on the subject(s) allocated to them needed to be given to the Clerk within the next two weeks.

11. BEAT OFFICER REPORT

10/212. To receive the latest report from PC Nick Massey.

PC Nick Massey gave a presentation on progress made by the Police, which was very positive, as well as a very interesting presentation on drug awareness. A copy of this can be supplied on request.

An additional Agenda item was held at this point to accommodate the young person present from the Youth Club.

11a. YOUTH REPORT

10/213. Report from the Young Person in attendance from the Youth Club.

Issues raised were:-

- i) Football posts at the Recreation Ground had been removed.
- ii) A shelter for the young people from the village was required for the winter months.

It was agreed that the Clerk would look into getting the football posts reinstalled at the Recreation Ground and the possibility of a shelter for the young people of the village would be taken into consideration when looking into the possibility of renovating the existing toilet block at the Recreation Ground.

12. ISLAND PLAN CORE STRATEGY - IN CONNECTION WITH THE TRAFFIC ISSUES CONNECTED WITH THE ISLAND FERRY PORTS.

10/214. To consider the letter drafted by Fishbourne, East Cowes, Whippingham and Yarmouth Parish Councils regarding ferry related traffic issues/ Island Plan Core Strategy.

An email had been sent to Councillors on the 26th April attaching the joint letter. Having checked the timescales involved with the Core Strategy, there is time for the Parish Council to consider the joint letter. The Public Consultation exercise for the Core Strategy is at the beginning of September.

RESOLVED – THAT ANY COMMENTS REGARDING THE FERRY PORT/TRAFFIC SITUATION ARE SUBMITTED EITHER JOINTLY OR SEVERALLY AT THE BEGINNING OF SEPTEMBER THROUGH THE LAID DOWN CONSULTATION PROCESS.

10/215. To decide whether to put the Parish Council's name to the letter at this stage or to submit any comments as part of the laid down consultation process in September.

RESOLVED – THAT THE DECISION ABOUT WHETHER TO PUT THE PARISH COUNCIL'S NAME TO THE JOINT LETTER WOULD BE LEFT TO RUN AT THE PRESENT TIME AND BE RECONSIDERED AT A LATER DATE.

13. PARTY IN THE PARK

10/216. To inform members of the initial draft plans for the Parish Council exhibit/display at this year's Party in the Park.

The Clerk outlined some ideas for the consultation at Party in the Park, with a view to stimulating as much response as possible. In addition, as it is the Parish Councils 25th birthday this year, it was suggested that the display covers the last 25 years of Parish Council work and its achievements, leading in to the future - the "Wootton Bridge Plan". One idea is to have interactive consultation boards which could include key questions and response buttons. Members were asked if they would delegate authority to the Clerk to spend £350 to cover the costs of the consultation materials needed.

RESOLVED – THAT THE INTERACTIVE CONSULTATION BOARDS BE HIRED AS A CONSULTATION METHOD TO COLLECT INFORMATION FOR THE WOOTTON BRIDGE PLAN AT PARTY IN THE PARK

- THAT THE PARISH CLERK WILL BE DELEGATED AUTHORITY TO SPEND UP TO £350 TO COVER THE COSTS OF THE CONSULTATION MATERIALS NEEDED.

10/217. To discuss what the Parish Council is hoping to achieve from the exhibit/display.

Members were asked what they were hoping to achieve from the consultation, apart from feedback on the Wootton Bridge Plan.

RESOLVED – THAT THE CONSULTATION AT PARTY IN THE PARK WILL BE DESIGNED TO GIVE PEOPLE A BETTER UNDERSTANDING OF WHAT PARISH COUNCILS DO, AS WELL AS FINDING OUT WHAT VILLAGERS WANT FROM THE PARISH COUNCIL.

- THAT THE SUCCESSES OF THE PARISH COUNCIL (SUCH AS THE VILLAGE SQUARE AND DOORSTEP GREEN) WILL BE REPORTED ON AS PART OF THE CONSULTATION PROCESS AT PARTY IN THE PARK.

14. HIGHWAYS MATTERS.

To consider the following highways matters:-

10/218. Brocks Copse Road speeding issues. Information received regarding installing monitoring equipment.

Monitoring of the traffic in Brocks Copse Road has been programmed for the first two weeks of August. The exact location will depend on where the equipment can be safely located.

10/219. Community Speed Watch. Update on volunteers so far.

More speed watch volunteers have come forward. If anyone else would like to volunteer they can contact the Clerk at the Help & Information Centre.

Other Highways issues were then raised as follows:-

10/220. Safety in New Road.

Highways have not yet accompanied the appropriate Parish Councillor in "walking the road" in New Road" in connection with the safety issues raised previously.

RESOLVED – THAT HIGHWAYS WILL BE APPROACHED TO ASCERTAIN WHEN THEY WILL BE ABLE TO "WALK THE ROAD" IN NEW ROAD IN CONNECTION WITH SAFETY ISSUES.

10/221. Yellow Lines at the Junction of St Edmunds Walk and New Road.

Highways have not yet reinstated the yellow lines that were removed when road works were carried out previously. It is understood that Highways can only reinstate yellow lines where they were previously, with any extension needing to be part of the review of yellow lines in approximately 6 months time.

RESOLVED – THAT HIGHWAYS WILL BE CONTACTED REGARDING A TIMESCALE FOR THE YELLOW LINES TO BE REINSTATED AT THE JUNCTION OF ST EDMUNDS WALK AND NEW ROAD.

15. PREMISES LICENCE, TESCO, HIGH STREET.

10/222. To consider the application for a premises licence for the new Tesco Store.

The plans and application form regarding the premises licence had been inspected. The premises hours of 0600 to 2300 are unchanged, as is the application for the supply of alcohol.

RESOLVED – THAT NO OBJECTIONS WERE RAISED TO THE APPLICATION FOR A PREMISES LICENCE FOR THE NEW TESCO STORE IN THE HIGH STREET.

16. MODEL PUBLICATION SCHEME ANNUAL REVIEW.

10/223. To reaffirm the adoption of the Model Publication Scheme (originally adopted by the Parish Council in November 2008).

Members were reminded that the Parish Council adopted the new Model Publication Scheme at the end of 2008. A copy of the guide to information and the new scheme is on the Parish Council's website. The reaffirming of the model publication scheme is a procedural matter.

RESOLVED – THAT THE PARISH COUNCIL REAFFIRMED THE ADOPTION OF THE MODEL PUBLICATION SCHEME.

17. VILLAGE PARTNERSHIP/REGENERATION - PROGRESS REPORTS.

10/224. Wootton Bridge Plan.

Arrangements for the Consultation at Party in the Park are in hand.

10/225. Village Partnership meeting. To report on the meeting held on 26 April 2010.

The main issues raised at the Village Partnership Meeting were the WICI and Party in the Park. Councillor B Ballard agreed to organise the stewards for Party in the Park.

18. COMMITTEES AND MEETINGS.

To report on the following meetings:-

10/226. IWALC Executive.

A meeting of the IWALC Executive was due to be held later in the week and will be reported on at the next meeting. Members were reminded that the IWALC AGM is due to be held on 17 June 2010 at County Hall.

10/227. Fairway Association.

The Fairway Association had met with the Harbourmaster in Portsmouth. At some time in the future the issue of why the Queens Harbourmaster still has responsibility for Wootton Creek will be challenged. The issue of safety in Wootton Creek was raised. Assurance has been given that as and when anything is heard from the Ministry of Defence, the Fairway Association will be informed immediately when they can then be part of the dialogue.

19. CORRESPONDENCE.

For information only.

10/228. Refund of surface water bill.

A local resident from Mary Rose Avenue had supplied the Parish Council with a copy of a letter he received from Southern Water about surface water. He had queried why he was paying for surface water to go into the public sewer when his surface water goes into a soakaway. Upon investigation Southern Water gave a rebate of approximately £20 for the last year, with no further money being due for this item in future. The resident wanted this information to be passed on to villagers to see if this applied to them.

20. ACCOUNTS.

10/229. To inform members of the date of the external audit for the 2009/2010 accounts.

The external audit of accounts will be held on 12 July 2010.

10/230. To inform members of the date of the internal audit for the 2009/2010 accounts.

The internal audit of accounts will be held on 22 May 2010.

10/231. To remind members that the 2009/2010 accounts must be approved and signed off by 30 June 2010.

This issue will be on the agenda for the June Parish Council meeting.

10/232. To consider and approve the accounts for payment.

Members were presented with the accounts for payment.

RESOLVED – THAT THE ACCOUNTS FOR PAYMENT TOTALLING £5,402.10, A COPY OF WHICH FORMS APPENDIX B OF THESE MINUTES, BE PAID.

21. TO RECEIVE ANY ITEMS FOR INCLUSION ON THE NEXT AGENDA.

No items were received for the next Agenda.

There being no further business to discuss the meeting closed at 8.35

Signed

Date