

MINUTES OF THE MEETING OF WOOTTON BRIDGE PARISH COUNCIL HELD ON TUESDAY 11<sup>th</sup> JUNE 2013 AT 7.00 PM IN WOOTTON COMMUNITY PRIMARY SCHOOL, CHURCH ROAD, WOOTTON BRIDGE.

Present : Councillor Ken Morris - Chairman  
Councillor Barry Abraham – Vice Chairman  
Councillors Corinne Carey, Dick Doran, Edward Giles, Barrie Hailstone,  
Pete Mundell, Daryll Pitcher, Steve Porter

Also present: 6 Members of the public  
0 Member of the press  
Val Cooper - Parish Clerk

**Items raised in the Open Forum:**

No matters were raised in the Open Forum.

1. APOLOGIES FOR ABSENCE

**13/221.** Apologies for absence were received from Councillor B Ballard. Best wishes were sent to Councillor Ballard who was in hospital.

Councillor Corinne Carey was welcomed to her first Parish Council meeting.

2. MINUTES OF THE MEETING HELD ON 14 MAY 2013

**13/222. Minutes of the Meeting held on 14 May 2013.**

RESOLVED – THAT THE MINUTES OF MEETING HELD ON 14 MAY 2013 BE APPROVED AS A CORRECT RECORD AND SIGNED BY THE CHAIRMAN.

3. REQUESTS FOR DISPENSATION OF A DISCLOSABLE PECUNIARY INTEREST

**13/223.** No requests for dispensation of a Disclosable Pecuniary Interest had been received.

4. DECLARATIONS OF PECUNIARY AND NON PECUNIARY INTERESTS.

**13/224.** No Declarations of a Pecuniary or non-Pecuniary Interest had been received.

5. MATTERS ARISING.

Progress reports only.

**13/225. Woodhouse Copse** (Minute 13/188).

The application for a six day party at Woodhouse Copse was rejected by the Isle of Wight Council. An email had been received from the Enforcement Officer following the last meeting which stated that more people are now living on site and the owner himself is there. Reference was made to the birthday party in July and another party August bank holiday. The email stated that a site visit was to be made on 21 May armed with a Planning Contravention Notice. This is a questionnaire to ascertain legal ownership and whether there is a breach of planning. Failing to return the notice is a prosecutable offence. If a breach is established regarding residential occupation then the next course of action will be to instruct the legal department to serve an enforcement notice regarding the cessation of residential occupation of the site. They can appeal and this would take some time to be determined.

**13/226. Ash Farm, Upper Woodside Road** (Minute 13/189).

The clerk had received an email from the Enforcement Officer to say that they received further communication from the Agent who has been reengaged to act on behalf of the owner of Ash Farm. The Enforcement Officer will update the clerk once she has further instructions from her Senior Officer and once dialogue had proceeded with the agent.

**13/227. Dogs on the Recreation Ground** (Minute 13/190).

An email had been received from IWALC about a meeting set for Thursday September 19<sup>th</sup> at 7.00 p.m. regarding dog warden issues and other aspects of street care. This meeting will assist in clarification on which additional services local councils can provide and those that have major legal implications (such as how suspected offenders are approached). The Clerk will attend this meeting

so it was agreed to put a hold on the advertisement for a dog warden/litter collection volunteer until after this time.

**13/228. Litter Bins** (Minute 13/191).

The Clerk had made contact with Stuart Marlton (Superintendent at Island Roads) to request litter bins be put in at the bus stop opposite the Spar Shop and also at the bus stop outside Tesco Express. Mr Marlton is looking into the procedure for this now that Island Roads have responsibility for litter bins.

**13/229. Dog Bin – Footpath to Woodside Beach** (Minute 12/192).

The Clerk had been made aware that a bin was still awaited at the top of the footpath at the side of the Darwins site to Woodside Beach. The Isle of Wight Council had been in the process of moving one of the bins in Park Road to the footpath to Woodside Beach. Stuart Marlton is liaising with the previous IW Council officer about how far this had got.

**13/230. Commemorative Plaque** (Minute 13/194)

The plaque in front of the tree planted for the Queen's Diamond Jubilee had been damaged. The Clerk had ordered a replacement.

**13/231. Wootton Bridge Village Plan 2011 and Highways & Traffic Plan** (Minute 11/301)

The Village Plan was put on hold pending the adoption of the Isle of Wight Council Core Strategy. If this is to be adopted as a supplementary planning document it would need to be revised to conform with Spatial Policy SP1 of the Island Plan. As this document is now eighteen months old this document would need to be revisited prior to adoption. (Information had been emailed to Councillors on 24 May 2013).

**13/232. Doctors Surgery** (Minute 13/096).

A hard standing for equipment has been installed on the land next to the Community Centre. Site traffic was observed to be using Mary Rose Avenue from Station Road, rather than coming in from the High Street. Stuart Marlton at Island Roads was contacted and he will monitor the situation and contact the Contractor if necessary.

**13/233. Police Attendance at Parish Council Meetings** (Minute 13/199).

The local beat officers are aware that Wootton Bridge has been affected by their shift patterns and they are trying to address this.

**13/234. Community Flower Festival** (Minute 13/193).

The Clerk had made a template of the Community Bus and flowers had been ordered. The Clerk and Partnership volunteer will be making the arrangement on Thursday ready for this to be displayed at St Marks Church over the weekend.

6. PLANNING APPLICATIONS.

**To comment on the following applications:-**

**13/235.** P/00596/13 TCP/03925/K

Oakhanger, Woodside Road, Wootton Bridge

Replacement of planning permission (P/00320/10 – TCP/03925/J ; demolition of detached garage/store; alterations; single storey side extension to form additional living accommodation to include hobby room within roof space; conservatory; car port log store) in order to extend the time limit for implantation.

RESOLVED – THAT THE PARISH COUNCIL RAISED NO OBJECTIONS TO APPLICATION P/00596/13 TCP/03925/K.

**13/236.** P/00611/13 TCP/30531/B

Woodside Beach Caravan Park, Lower Woodside Road, Wootton Bridge

Demolition of café, ancillary buildings and dwelling and removal of 45 caravans; siting of 36 holiday caravans and additional caravan for use as laundry/store and reception; alterations to vehicular access and provision of new site access road to include diversion of public footpath; landscaping.

*Peter Foister, Woodside Residents Association, attended the meeting and referred to a letter that the Woodside Residents Association would be sending to the Planning Department. They supported the application for the caravan site but requested a planning condition be made to ensure that the access road is upgraded to a suitable standard prior to the caravan park opening and that this is maintained in a good condition throughout the redevelopment plan.*

RESOLVED – THAT THE PARISH COUNCIL RAISED NO OBJECTIONS TO APPLICATION P/00611/13 TCP/30531/B PROVIDED THAT A PLANNING CONDITION IS MADE THAT THE

ACCESS ROAD NEEDS TO BE MADE UP TO THE CORRECT SPECIFICATION ON COMPLETION OF THE WORKS, WITH PHOTOGRAPHS TO BE TAKEN PRIOR TO THE WORK STARTING AND ON COMPLETION, AND INSPECTIONS BY THE HIGHWAY DEPARTMENT WHILST THE WORK ON THE ROAD IS UNDERWAY.

**13/237.** P/00675/13 TCP/12446/B

Ivy Hall, Mill Square, Wootton Bridge

Demolition of garage/car port; proposed replacement garage.

RESOLVED – THAT THE PARISH COUNCIL RAISED NO OBJECTIONS TO APPLICATION P/00675/13 TCP/12446/B.

**13/238. Decisions.**

P/00345/13 – Refused (land between 127 and 131 Mary Rose Avenue, Wootton Bridge – Outline terrace of 3 dwellings with parking and vehicular access).

P/00266/13 – Approved (47 Station Road, Wootton Bridge – Formation of vehicular access and hardstanding (revised scheme).

**13/239. Tree Preservation Orders**

TPO/2013/11 - Woodside Beach Park, Lower Woodside Road (Map and list of trees available).

7. MONTHLY REPORT OF ISLE OF WIGHT COUNCIL ISSUES AFFECTING THE VILLAGE

**13/240. Report by local member.**

Councillor Pitcher reported on the following items:-

- **Doctors Surgery.** There was some confusion following the Isle of Wight elections about disposal of assets. This has now been sorted out and land beside the Community Centre for the new Doctors Surgery will be moved forward as quickly as possible.
- **20 mph speed limit.** Councillor Pitcher is to liaise with Jon Gilbey (Cabinet Member for Highways) on this matter in an attempt to move this forward.
- **Mary Rose Avenue Planning Application.** The proposed housing development for Mary Rose Avenue had been rejected.
- **Woodhouse Copse.** The planned event in Woodhouse Copse had been rejected by the Licensing Sub-Committee.
- **Rugby Club.** Councillor Pitcher will be meeting with Barry Cooke (Property Services) shortly for an update /bringing up to speed meeting.

8. YOUNG PEOPLE'S REQUIREMENTS IN THE VILLAGE

**13/241. To discuss youth issues in the village.**

Councillor Porter reported that there are a lot of positive noises about the possibility of another junior youth club evening. PGL run the existing junior sessions. Councillor Abraham felt it would be good if PGL took over the running of the youth club in total as they would not have to comply with the prescribed service that the Isle of Wight Council are subject to. Councillor Pitcher agreed that the IW Council brief is for the youth club leaders to base the sessions on education whereas with PGL the young people have fun.

**13/242. To receive an update on the position regarding the lease on the old school building in New Road.**

The Parish Council had been advised that there will be no halt on the lease as far as the Isle of Wight Council are concerned. The Clerk had chased the Solicitor for the lease. Once the lease is signed the Management Committee will be meeting to take matters further. Councillor Pitcher will chase the Isle of Wight Council for the position on the lease.

9. MARY ROSE AVENUE

**13/243. To consider further how to address the issue of speeding in Mary Rose Avenue.**

A local resident who lived in Mary Rose Avenue as it was being constructed said there used to be a barrier in the middle when work was going on and after. The Police had been contacted about the parking near the junction with Station Road but as there are no yellow lines there is nothing they can do. With regards to speeding, their monitoring has shown this is not an issue, with cars appearing to go faster than they actually are. There are no accident reports. If accidents happen there is a need to ensure they are reported so that a record can be built up. The Police will look at the parked cars sticking out into the road to see if this needs addressing and will also have a look at current signage. If this needs altering then it will be down to Highways. It was agreed that yellow lining will be considered when this is up for review. Continued .....

A suggestion was made for pinch points without speed bumps as this works well in Sandown. This will be something that will need to be taken up with the Isle of Wight Council when they are resetting their budget.

10. PARISH COUNCILLOR AREAS OF RESPONSIBILITY

**13/244. To review and agree each Councillor's area of responsibility.**

This item was carried forward from the last meeting. The Clerk explained that the Parish Council needed to review the effectiveness of areas of responsibility and discuss any proposed changes. RESOLVED – THAT COUNCILLOR AREAS OF RESPONSIBILITY HAD WORKED WELL AND CHANGES WILL BE MADE AS FOLLOWS:-

HIGHWAYS/TRANSPORT	-	COUNCILLOR EDWARD GILES
IT/COMMUNICATIONS	-	COUNCILLOR CORINNE CAREY
HUMAN RESOURCES	-	COUNCILLOR KEN MORRIS
PLANNING	-	COUNCILLOR DARYLL PITCHER
ENVIRONMENT/ECO	-	COUNCILLOR BARRIE HAILSTONE
GOVERNANCE/FINANCE	-	COUNCILLOR BRIAN BALLARD
PROPERTY/RISKS	-	COUNCILLOR STEVE PORTER
STANDARDS/CODE OF CONDUCT	-	COUNCILLOR DICK DORAN
PROJECTS/DEVELOPMENT	-	COUNCILLOR BARRY ABRAHAM
POLICY	-	COUNCILLOR PETE MUNDELL

11. WOOTTON COMMUNITY PRIMARY SCHOOL

**13/245. To receive a report from Wootton Community Primary School regarding the recent Ofsted Report.**

Reports were circulated to Councillors at the meeting from the Head Teacher and Chair of Governors. Neither were able to attend but were pleased that the Parish Council had shown an interest in the situation with the school. Regular reports are already sent to parents, and reports will be sent to the Clerk for onward transmission to the Councillors. The reports show that the school has taken on board the outcome of the Ofsted inspection and hopefully the school can move forward. Councillor Pitcher had been welcomed as a new school governor at the meeting yesterday evening.

12. TOILETS AT THE RECREATION GROUND

**13/246. To consider any ideas regarding access to toilet facilities at the Recreation Ground.**

Discussions included the possibility of discussing a deal with the Rugby Club when they redevelop their building. Also as services are still in place, but capped off, from when the old toilets were demolished, a portacabin was suggested. Unfortunately as the recreation ground is owned by the Isle of Wight Council any public conveniences would have to be built to their standards and would cost too much. Councillor Pitcher was to take this matter up with Mr Gilbey (Cabinet Member for Resources) to find out if there was any leeway regarding the specification.

13. VILLAGE PARTNERSHIP

**13/247. To endorse the minutes of the Village Partnership Meeting held on 29 January 2013.**

The minutes of the meeting held on 29 January 2013 were approved and signed at the Village Partnership meeting held on 28 May 2013. These need to be endorsed by the Parish Council. RESOLVED – THAT THE MINUTES OF THE VILLAGE PARTNERSHIP MEETING HELD ON 29 JANUARY 2013 WERE ENDORSED BY THE PARISH COUNCIL.

**13/248. To report on the meeting of the Village Partnership Meeting held on 28 May 2013.**

Arrangements for Party in the Park had been discussed, following two social committee meetings held. Both afternoon and evening events were well in hand. Preliminary discussions had also taken place about the Christmas Festival which is going to be held on Friday 13<sup>th</sup> December 2013. A suggestion was made for a Village Clubs & Societies event for next year. This will be discussed further at the next Village Partnership Meeting.

14. COMMUNITY BUS

**13/249. To report on the meeting of the Havenstreet and Wootton Bridge Community Bus joint Management Board Meeting held on 5 June 2013.**

The meeting heard that passenger numbers had increased since the route merger with Whippingham and E Cowes but passenger numbers from Havenstreet and Wootton Bridge had declined due to the new timetable not being so convenient for them. Proportionally the overall level of donation income had declined. Some drivers do not want to drive the number 34 bus as it gets back much later. The original intention of providing a community feeder bus has been lost. It was agreed to take no action at the present time but to keep the situation under review until the next meeting in September. A letter regarding funding had been received from the IOW Council which was discussed at the meeting. It is proposed that all funds generated from the bus income be pooled and ring fenced to support the service, with any surplus funds to be held to meet costs in future years. If there is an annual loss within the scheme the participating parish councils would need to meet these costs. They do not anticipate that any parish council would need to pay more than £1,000 a year to meet any funding shortfall. The 34 bus will still be operational during the festival weekend but is likely to be delayed or disrupted particularly on the Thursday and Monday. The next Havenstreet and Wootton Bridge Community Bus Joint Management Board Meeting was to be held on 4 September 2013 at the Parish Council office in Brannon Way.

Mr Goldsmith confirmed that residents in St Edmunds and Havenstreet are using the bus less as the new times do not work for them. Following further discussions, Councillor Giles stated that Southern Vectis are aware of this and a meeting is to be called to discuss sensible changes.

15. WOOTTON BRIDGE SPORTS BURSARY

**13/250. To consider a request for funding from Wootton Youth Football Team.**

A letter had been received from the Secretary of Wootton Youth Football Club. They are a recently formed under 13's mixed youth football team who play at Wootton Bridge Recreation Ground. They requested consideration be given to funding for equipment. Football kit had been covered by sponsorship, and registration fees etc will be met from subscriptions and ongoing fund raising. The items they require total £265.00. Mr Southwell attended the meeting and provided additional details to the meeting.

RESOLVED – THAT THE PARISH COUNCIL WILL PROVIDE FUNDING FROM THE SPORTS BURSARY FUND TO THE WOOTTON YOUTH FOOTBALL TEAM FOR A SUM OF £265.

16. HIGHWAY MATTERS

**13/251. To discuss any outstanding Highway issues.**

An abandoned car outside St Marks Church in Station Road needed to be moved as it presented a hazard to the public. The clerk will contact the police about this matter.

17. COMMITTEES AND MEETINGS.

To report on the following meetings:-

**13/252. IWALC Executive.**

Councillor Doran reported on the last IWALC meeting. The main business addressed was by the Police & Crime Commissioner for the Isle of Wight, Simon Hayes. Mr Hayes is very interested in community restitution. There is also an interesting approach to mental care services, with workers travelling around with the Police or being on call which seems to be working quite well. Mr Hayes was also very much in favour of Community Speed Watch Schemes. IWALC have their AGM in a couple of weeks where there will be a report on the converged NHS service. This meeting is open to all Councillors and Clerks.

**13/253. Police briefing on Crime Reports**

Councillor Doran attended the meeting about accessing reports on the Crime Reports website. This features categories of crime and includes fire, anti-social behaviour and reported speeding offences. When he asked about police presence at Parish Council meetings, PC Carolyn Whiteman stated that there is not much crime in rural areas but a lot of ground to cover and maybe Councillors should look on the Crime Reports website. Councillor Doran advised PC Whiteman that quarterly police presence would be appreciated. Speed Watch also came up at the meeting and is to be progressed.

**13/254. Local Area Group (LAG)**

PC Whiteman had been disappointed in the progress they used to make at these meetings. At the next meeting she wants to discuss more widely what Parish Councils want. Councillor Doran

suggested this could be put on the next Agenda and ask PC Whiteman or Katy Berry to the meeting.

Councillor Abraham was disappointed at the lack of visible policing in the village. He felt a lot of unreported crime was due to people feeling the police do not care. He referred to a sheep being mauled by a dog on his farm, with the sheep dying in agony. All he got was a call from the police to say there was nothing they could do. He felt this is not good enough and other people are also seeing this happening in rural communities. He would like the LAG meeting to consider how to make sure people report issues and that it is properly recorded. Councillor Edward Giles suggested reporting the problem to the Police Crime Commissioner as he wants to get to grips with rural crimes.

18. CORRESPONDENCE.  
For information only.

**13/256.** No correspondence had been received other than in respect of the Agenda items above.

ACCOUNTS.

**13/256. To consider and approve the accounts for payment.**

Members were presented with the accounts for payment.

RESOLVED – THAT THE ACCOUNTS FOR PAYMENT TOTALLING £5,102.01, A COPY OF WHICH FORMS APPENDIX A OF THESE MINUTES, BE PAID.

**13/257. To receive a report on the Internal Audit held on 17<sup>th</sup> May 2013.**

The internal auditor carried out a thorough check on the accounts and found no cause for concern.

**13/258. To remind members of the date of the External Audit.**

The accounts had to be with the external auditor by 18<sup>th</sup> June 2013. The relevant documentation had been completed and sent off.

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

**13/259. Items to be included on the next Agenda.**

- Proposal for meadow area at the Recreation Ground to encourage wildlife and in particular bees

IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED FOR THE FOLLOWING ITEMS AND THEY ARE INSTRUCTED TO WITHDRAW – IN ACCORDANCE WITH PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 s1(2) AND STANDING ORDER NO. 57

20. BRANNONS TEA ROOM

**13/260. To discuss the renewal of the Service Level Agreement for use of room 4, Joannes Walk, Brannon Way.**

RESOLVED – THAT A NEW SERVICE LEVEL AGREEMENT WOULD BE PROVIDED IN 2014 IN ORDER FOR BRANNONS TEA ROOM TO CONTINUE TO BE RUN OUT OF UNIT 4, JOANNES WALK.

21. ADVERTISING SPACE – PUBLIC CONVENIENCES

**13/261. To consider a request for selling advertising space in the public conveniences in Brannon Way.**

RESOLVED – THAT THE PARISH COUNCIL WOULD INVESTIGATE COMMERCIAL RATES FOR ADVERTISING IN THE PUBLIC CONVENIENCES AND AGENCIES WHO SPECIALISE IN THIS.

There being no further business to discuss the meeting closed at 8.30 p.m.

Signed .....

Date .....