

MINUTES OF THE MEETING OF WOOTTON BRIDGE PARISH COUNCIL HELD ON TUESDAY
20 MAY 2014 AT 7.00 PM IN THE OLD SCHOOL, NEW ROAD, WOOTTON BRIDGE.

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

Also present 24 Members of the Public
1 Member of the press
Liz Kingston - Parish Clerk

Councillor Morris welcomed the new councillor Linda Pitcher

Items raised in the Open Forum:

None raised.

1. APOLOGIES FOR ABSENCE

14/127. No apologies received

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

14/128. 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 Morris duly signed the Declaration of Acceptance of Office.

3. ELECTION OF VICE CHAIRMAN FOR THE FORTHCOMING YEAR.

14/129. Nominations were invited for the election of Vice Chairman for the forthcoming year.

Barry Abraham and Steve Porter were both nominated; however Steve Porter withdrew as he has
too many commitments at present.

RESOLVED – THAT COUNCILLOR BARRY ABRAHAM IS ELECTED TO SERVE AS VICE-
CHAIRMAN FOR THE FORTHCOMING YEAR.

4. APPOINTMENT OF REPRESENTATIVES TO:-

14/130. IWALCs Executive Committee.

RESOLVED – THAT COUNCILLOR BARRY ABRAHAM IS ELECTED TO SERVE AS
REPRESENTATIVE ON THE IWALC EXECUTIVE COMMITTEE.

14/131. Wootton Bridge Village Partnership.

RESOLVED – THAT COUNCILLORS KEN MORRIS AND PETER MUNDELL ARE ELECTED TO
SERVE AS REPRESENTATIVES ON THE WOOTTON BRIDGE VILLAGE PARTNERSHIP.

14/132. Police Liaison Group

RESOLVED – THAT COUNCILLOR BARRY ABRAHAM IS ELECTED TO SERVE AS
REPRESENTATIVE ON THE POLICE LIASON GROUP

14/133. Sports & Fitness Association

RESOLVED – THAT COUNCILLOR STEVE PORTER AND CORINNE CAREY ARE ELECTED TO
SERVE ON THE SPORTS & FITNESS ASSOCIATION.

14/134. Wootton Fairway Association.

RESOLVED – THAT COUNCILLOR PETER MUNDELL AND EDWARD GILES ARE ELECTED TO
SERVE ON THE WOOTTON FAIRWAY ASSOCIATION.

14/135. Arreton Charity Trust.

RESOLVED – THAT COUNCILLOR PETER MUNDELL IS ELECTED TO SERVE ON THE
ARRETON CHARITY TRUST.

14/136. Island Waste Advisory Group.

RESOLVED – THAT COUNCILLOR BRIAN BALLARD IS ELECTED TO SERVE ON THE ISLAND WASTE ADVISORY GROUP.

14/137. Dog Warden Liaison Group.

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

14/138. Any other Representatives.

No other representatives were needed at this time.

5. MINUTES OF THE MEETING HELD ON 15 April 2014

14/139. Minutes of the Meeting held on 15 April 2014.

RESOLVED – THAT THE MINUTES OF THE MEETING HELD ON 15 APRIL 2014 BE APPROVED AS A CORRECT RECORD AND SIGNED BY THE CHAIRMAN.

6. REQUESTS FOR DISPENSATION OF A DISCLOSABLE PECUNIARY INTEREST

14/140. No requests for dispensation of a Disclosable Pecuniary Interest had been received.

7. DECLARATIONS OF PECUNIARY AND NON PECUNIARY INTERESTS.

14/141. Councillor Hailstone declared an interest in matters relating to Woodside as he is a member of the Woodside Residents Association.

8. MATTERS ARISING.

Progress reports only.

14/142. Slipway Repairs (Minute 13/059)

These have now begun

14/143. 20 MPH Speed Limit/Sustainability Forum

Meeting booked for 30th September at 3pm at the Parish Office. Daryll mentioned about a community fund being set up and that the Parish could bid for monies for anything that could improve the road such as speed bumps, 20MPH road signs and pinch points.

14/144. New Road (14/115)

Corinne has emailed Lee at PGL and asked him to speak to coach companies. He has asked that if we get the name of the Coach companies and the date, it would be easier to find out the offending drivers.

14/145. Doctors Surgery Parking (14/116)

Emailed Mark Downer on 1st May 2014 and awaiting a response.

9. PLANNING APPLICATIONS.

To comment on the following applications:-

14/146. P/00484/14 TCP/04558/P

Solent View, Lower Woodside Road, Wootton Bridge.

Variation of condition no 2 on P/01142/12 – TCP 04558/M to allow caravans/mobile homes to be used as residential units for a temporary period.

RESOLVED – THAT THE PARISH COUNCIL OBJECTS TO APPLICATION P/00484/14, AS THIS HAS COME BEFORE THE COUNCIL LAST YEAR AND WAS REFUSED.

14/147. P/00441/14 TCP/12446/F

Ivy Hall, Mill Square, Wootton Bridge.

Retention and completion of two story and single story rear extension to provide breakfast room, lobby, en-suite bedroom, utility room, potting shed and double garage on ground floor with en-suite bedroom at first floor (revised scheme)

RESOLVED – THAT THE PARISH COUNCIL HAD NO OBJECTIONS TO APPLICATION P/00441/14, PROVIDED THAT THERE ARE NO DISPUTES WITH NEIGHBOURING PROPERTIES

14/148. P/00440/14 TCP/20245/D

Woodside Bay Holiday Village, New Road, Wootton Bridge.

Re-development of existing holiday village to provide up to 130 holiday lodges (including tree house pods), leisure building and maintenance building; new vehicular access; construction of roads, footpaths and parking; upgrading of a section of New Road

RESOLVED – THAT THE PARISH COUNCIL HAD NO OBJECTIONS PER SE TO THE APPLICATION P/00440/14, HOWEVER THEY DID HAVE THE FOLLOWING CONCERNS:

- THE VOLUME OF TRAFFIC USING THE ROAD ONCE THE DEVELOPMENT IS COMPLETE, WHICH AT A MINIMUM COULD BE 130 CARS, DELIVERIES AND STAFF PER DAY.
- ACCESS TO THE SITE, AS THERE IS ONLY ONE ROAD IN AND ONE ROAD OUT. THIS ROAD BEING NARROW AND NOT WELL MADE.
- WHAT IS THE PLANNED ROAD PLAN DURING DEVELOPMENT AND AFTER DEVELOPMENT DUE TO INCREASE IN TRAFFIC, AS EXITING FROM NEW ROAD TO GO TO NEWPORT IS ALREADY PROBLEMATIC
- CONCERNS RE DORMICE AND THEIR HABITATION AND TREES BEING REMOVED FOR PARKING.
- RECOMMENDATIONS REGARDING THE TREES ETC ARE VERY COMPREHENSIVE; HOWEVER HOW ARE THEY GOING TO BE ENFORCED.
- THE PLANNED UPGRADE TO NEW ROAD BY ISLAND ROADS AND THE UPGRADE PLANNED BY DARWINS; HOW IS THIS GOING TO BE COORDINATED.

Urgent planning matters: Any other planning applications received after the Agenda was published

14/149. P/00130/14 TCP/10249/E

Bridgemoor, New Road, Wootton Bridge

Detached house with parking

RESOLVED – THAT THE PARISH COUNCIL HAD NO OBJECTIONS TO APPLICATION P/00130/14, PROVIDED THAT THERE ARE NO DISPUTES WITH NEIGHBOURING PROPERTIES

14/150. P/00543/14 TCP/07414/E

Wootton Bridge Surgery, 94 High Street, Wootton Bridge

Change of use from a doctors surgery to a dwelling

RESOLVED – THAT THE PARISH COUNCIL HAD NO OBJECTIONS TO APPLICATION P/00543/14, PROVIDED THAT THERE ARE NO DISPUTES WITH NEIGHBOURING PROPERTIES

14/151. Decisions.

P/00270/14 – Approved (Site access road to Woodside Beach Holiday Park and a section of Lower Woodside Road)

P/00322/14 – Approved (90 Station Road)

P/00139/14 – Approved (Wootton Bridge Recreation Ground)

14/152. Tree Preservation Orders

None

14/153. Appeal

No Appeals had been received

10 **PARTY IN THE PARK**

14/154. Council Presence and possible stand

Councillor Carey asked that all members of the council are to be present at Party in the Park as she is organising a stall, which will need to be manned. She has asked for councillors to be present between 2 and 5pm

11 **PROPOSED CHANGES IN PARKING PLACES AND CHARGES**

14/155. To review the proposed changes in parking places and charges

RESOLVED – THAT THE COUNCIL OBJECTS TO THE PARKING CHARGES AND A LETTER WILL BE WRITTEN FROM THE CHAIRMAN AND SENT BEFORE THE 6 JUNE 2014. THE ISSUES OF CONCERN WERE AS FOLLOWS:

- IS THIS BEING DONE FOR REVENUE RISING?
- THIS WILL DECIMATE THE VILLAGE COMMUNITY AS WELL AS EFFECT BUSINESSES

- IMPACT ON RESIDENTS USING THE NEW DOCTORS SURGERY
- VUNERABLE RESIDENTS THAT WILL BECOME MORE ISOLATED
- THE COMMUNITY BUS IS STOPPING THE SATURDAY RUN AND MIGHT EVEN STOP ALTOGHTHER IN OCTOBER.
- RESIDENTS ARE MORE LIKELY TO PARK IN MARY ROSE AVENUE WHICH WILL LEAD TO MORE CONGESTION ON THE ROADS.

12 WOOTTON TRAFFIC ORDER

14/156. To review the proposed plan to change/add to the Wootton Traffic Order
This item was discussed in item 13

13 MONTHLY REPORT OF ISLE OF WIGHT COUNCIL ISSUES AFFECTING THE VILLAGE

14/157. Report by local member.

Items 12 and 18 were also discussed now.

Councillor Daryll Pitcher provided a written report for the meeting. See Appendix A Issues raised included:

- The amendments to the Wootton Traffic Order – Daryll had spoken to Councilor Stephens about the yellow lines in Mary Rose Avenue and Whitehead Crescent and has come up with his own suggestions. See Appendix B & C
- Parking charges were discussed and Councilor Daryll Pitcher has asked about the Parish Council taking over Brannon Way Car Park.
- Ferries – The issues of ferries, frequency and cost comes before the full council on Wednesday, where it will be discussed.

RESOLVED - THAT THE COUNCIL HAVE NO OBJECTIONS TO PLANS 4,5 AND 6 OF THE WOOTTON TRAFFIC ORDER; HOWEVER WE OBJECT TO PLAN 2 AS THIS IS A CUL DE SAC AND FEEL THERE IS NO NEED AND COUNCILLOR DARYLL PITCHER HAS PUT IN ALTERNATIVES TO PLANS 1 AND 3 WHICH THE COUNCIL SUPPORT.

14 MODEL PUBLICATION SCHEME ANNUAL REVIEW

14/158. 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 in November 2008. The reaffirming of the model publication scheme is a procedural matter. The Clerk had checked the Model Publication Scheme for any changes that may be required with none being found.

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

15. GENERAL POWER OF COMPETENCE

14/159. To reaffirm the eligibility of the Parish Council to use the General Power of Competence. The Parish Council resolved to use the General Power of Competence on 16 October 2012.

RESOLVED – THAT THE PARISH COUNCIL RE-CONFIRMED ITS ELIBILITY TO USE THE GENERAL POWER OF COMPETENCE.

16. STANDING ORDERS

14/160. To review the Standing Orders

To consider the following amendments to Standing Orders:

- New location being The Old School, New Road, Wootton Bridge
- That the Parish Council adopted the Code of Conduct 2012 at its meeting held on 17th July 2013
- The Council shall consider and approve Financial Regulations, including contracts procedures, drawn up by the Responsible Financial Officer, and which are attached to these Standing Orders.
 - a. Contracts exceeding the value of £1000 purchased by the council should be subject to a tendering process usually with three tenders offered.
 - b. Where the value of the intended contract exceeds £10,000 but is less than £75,000, part a will apply as well as placing an advertisement in the local newspaper and advertising on the Parish Council website.

As per Standing Order section 65 this matter, once proposed and seconded, will stand adjourned

without discussion until the next meeting.

17. FINANCIAL REGULATIONS

14/161. To review and adopt the financial regulations.

To review the additions under Accounting and Audit, Payment of Accounts and Payment of Salaries which are as follows:

- The council shall consider and act on any items appearing in the internal audit report for the financial year just ended.
- The council shall consider and act on any items appearing in the external audit report for the financial year just ended.
- The statement of assurance shall be completed and approved by the council and signed and dated by the Chairman and the Clerk and the minute reference recorded.
- The RFO shall make arrangements for the opportunity for public inspection of the accounts, books, and vouchers and for the display or publication of any Notices and statements of account required by Audit Commission Act 1998 and the Accounts and Audit Regulations.
- The RFO shall, as soon as practicable, bring to the attention of all councilors any correspondence or report from the Internal or External Auditor, unless the correspondence is of a purely administrative matter.
- The Clerk shall present for approval all invoices submitted, and which are in order, at the next available Council Meeting.
- If a payment is necessary to avoid a charge to interest under the Late Payment of Commercial Debts (Interest) Act 1998, and the due date for payment is before the next scheduled Meeting of Council, where the RFO certify that there is no dispute or other reason to delay payment, the Clerk may take all steps necessary to settle such invoices provided that a list of such payments shall be submitted to the next appropriate meeting of Council for ratification.
- It shall be the responsibility of the RFO to calculate payment of salaries and wages in accordance with the rates in force and arrange for such payments to be made by cheque.

RESOLVED – THAT THE FINANCIAL REGULATIONS AMMENDMENTS ARE ADOPTED

18. HIGHWAY MATTERS

To discuss any outstanding Highway issues.

14/162. Any other Highway Issues

This was discussed in item 13

19. COMMITTEES AND MEETINGS.

To report on the following meetings:-

14/163. IWALC Executive.

Due to Councilor Doran resigning, there is no report at present as we have no representative.

20. OFFICE HOURS

14/164. To discuss proposals for new opening hours and Saturday Rota

Liz has sent out an email with regards to the new opening hours which are due to start on the 7 June 2014. Liz will be in the office on Tuesday, Thursday, Friday and most Saturdays.

RESOLVED – THE COUNCIL AGREED TO CHANGE THE OFFICE HOURS FOR A TRIAL PERIOD OF 6 MONTHS.

21. CORRESPONDENCE.

For information only.

14/165. Navitus Bay Wind Farm

This has now gone to planning within the government.

14/166 Mary Rose Avenue

A resident has mentioned, in a letter, that a planning application has been put forward for the green land in Mary Rose Avenue. The council will look at this when we receive a planning application.

14/167 The Community Flower Festival

We have been invited to put in a display and Corinne is going to look at this.

22. ACCOUNTS.

14/168. To inform members of the date of the internal audit of the 2013/2014 accounts.
The internal audit was carried out on 7 May 2014.

14/169. To receive and approve the 2013/2014 accounts.
The Accounting Statement had been sent to Councilors with their hard copy of the Minutes.
RESOLVED – THAT NO MATTERS AROSE WHICH GAVE CAUSE FOR CONCERN ON THE ACCOUNTING STATEMENT, WHICH THE CHAIRMAN AND CLERK DULY SIGNED.

14/170. To complete the annual governance statement which forms part of the Annual Return Statement for the year end 31 March 2014.
A copy of the Annual Governance Statement had been sent to Councilors with their hard copy of the Minutes.
RESOLVED – THAT THE PARISH COUNCIL AGREED WITH ALL OF THE ACCOUNTING STATEMENTS IN SECTION 2 OF THE ANNUAL GOVERNANCE STATEMENT WHICH WAS THEN DULY SIGNED BY THE CHAIRMAN AND THE CLERK.

14/171. To inform members of the date of the external audit for the 2013/2014 accounts.
The external audit of accounts will be held on 30 June 2014. The accounts will be posted first class by 6 June 2014.

14/172. To consider and approve the accounts for payment.
Members were presented with the accounts for payment.
RESOLVED – THAT THE ACCOUNTS FOR PAYMENT TOTALLING £3275.00, A COPY OF WHICH FORMS APPENDIX D OF THESE MINUTES, BE PAID.

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

14/173. Items to be included on the next Agenda.

- Old School Update
- Community Orchard

There being no further business to discuss the meeting closed at 8:56 p.m.

Signed

Date