



BEMBRIDGE PARISH COUNCIL

The Clerk to the Council,
5 Foreland Road, Bembridge, Isle of Wight, PO35 5XN
Tel: 01983 874160 Email: clerk@bembridgepc.org.uk



Minutes of Bembridge Parish Council Annual Council Meeting held at 7.00 pm on the 16th May 2017 in the Large Hall, Village Hall, High Street, Bembridge

PRESENT: Cllr Sullivan, Cllr Weedall, Cllr Reeder, Cllr Donlon, Cllr Curtis, Cllr Weaver, Cllr Hopkinson-Woolley, Cllr Widger, Cllr Stillman, Cllr Steane, Cllr Millington, Mrs E Goldring (Clerk) and Mrs J McDade (Assistant Clerk)

MEMBERS OF THE PUBLIC: IWC Cllr Murwill, IWC Cllr Tyndall, County Press Emily Pearce and 45 public

1. 81/17 TO ELECT A CHAIRMAN

The chairman is in charge during council meetings; this is an office created by legislation commanding respect. Remember, the chairman is elected at the Annual Meeting of the Council for one year. Chairmen have a duty to ensure that council meetings run smoothly, that all business is properly considered and all councillors who wish to speak can do so. It is good practice for the chairman to refer to the clerk for advice. The chairman has few special powers. For instance, it is unlawful for a council to delegate decision making to any individual councillor and the chairman is no different. However, when a vote is tied, the chairman may use a second, or casting vote.

Outgoing Chairman Mike Tarrant presided

RESOLVED: Cllr Sullivan was proposed and unanimously approved by councillors

2. 82/17 TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

RESOLVED: Cllr Sullivan signed the Chairman's declaration of acceptance of office

3. 83/17 TO ELECT A VICE CHAIRMAN

Cllrs Weaver and Curtis were proposed, this went to a written vote

RESOLVED: Cllr Curtis was elected Vice Chairman

4. 84/17 TO RECEIVE THE VICE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

RESOLVED: Cllr Curtis signed the Vice Chairman's declaration of acceptance of office

PUBLIC FORUM

Mr C Millington – why does Bembridge have two wards? We should be able to vote for 12 councillors from either ward so the best people can be elected. Believe the vote should be declared null and void, and changes made that residents can vote for 12 councillors from any part of the village.

The Electoral Commission is responsible for any boundary review. The Isle of Wight Council would have to carry out a boundary review before changes could be made. We can ask them for further information about the process.

Mr Bristow – believe documents were taken from the Parish Office today, what permissions did the Councillors have?

Four files have been given to two Councillors, they were not signed for and contents not recorded.

Mr T Weaver – who were the Councillors and do they have a pecuniary interest?

Councillor Steane and Councillor Curtis

Cllr Curtis – I have a secured lease on 5 High Street, no connection to upstairs property or public toilets so no pecuniary interest. Have concerns about the money already spent and the loss of public toilets. Wish to protect Parish asset.

Mr T Weaver – should have had permission of all councillors and I believe you do have a pecuniary interest in anything to do with 5/7 High Street.

Mr J Currie – believe there is a pecuniary interest and need to sort as clearly opposing views.

Mrs Mabbut – was the problem the removal of the files or because they were seen?

Cllr Weaver – free to view information but there is no list of contents removed which could be a problem and leaves the council open to criticism from the public

Mr Hughes – why were they removed?

Cllr Steane – want to understand what is going on with regards Community Hub

Cllr Donlon – we need to trust each other

Cllr Weaver – advisable that all emails must go to all councillors not just 10

Cllr Sullivan – all correspondence must go to all councillors and the clerks

Cllr Steane – apologies to Cllr Weaver and Cllr Weedall, but have received 50 emails this week alone. All councillors knew by 2.30pm that the files had been removed. Trust is needed

Cllr Weaver – we need to be open and transparent

Mr Douglas Spike – this is the first meeting I have attended and this does not look good. The files should have been read in the parish office. This does not look good

Mrs Grannum – it is common knowledge that the 10 new councillors have been having meetings in private. She asked if the rumours the lengthsmen would be losing their jobs is true?

Cllr Sullivan – said she had not heard those rumours

Mr Tarrant – said they had come from Cllr Steane

Cllr Steane – said he had never said staff would lose their jobs but that staffing costs were extremely high. No such meetings taking place but friends can meet for coffee

Mrs L Mitchel – disgusted at what is going on in this meeting, you all must work together and get on

Cllr Curtis – stated that they wanted to see all the information and that he had never been a politician but was worried over assets being sold in private. We are a virgin council who need advice from the clerk.

Cllr Weaver - the parish council is not political but individual views by councillors. The clerk regretted releasing the files and felt intimidated

Cllr Sullivan – this is not what we are here for, we need to move on and work together. I apologise to the public

Mr Boyton – 45 minutes into the meeting and you are not even at item 5. These matters should be referred back to the chair and clerk

Mr Snow – Councillors depend on the clerk for advice but councillors need to be accountable. The inference and innuendo that previous councillors were sitting behind ‘Cardinal Richelieu’ are not the case.

5. **85/17 CHAIRMAN’S ANNOUNCEMENTS**

I want the best for this village and I personally will do my best

6. **86/17 APOLOGIES FOR ABSENCE**

To receive apologies for absence

Cllr Behan has given her apologies in advance

7. **87/17 DECLARATIONS OF INTEREST**

87/17/01 To receive declarations of pecuniary or other interests relating to items on agenda

The clerk asked if Cllr Weaver should declared an interest in item 14, but Cllr Weaver stated that the fees would not benefit his company as they were statutory fees passed directly to the Parish Council for any interment at the cemetery and his role as funeral director was to assist with allocating grave space.

87/17/02 To consider requests and grant dispensations if appropriate

None received

8. **88/17 TO APPOINT MEMBERS TO COMMITTEES AND WORKING GROUPS:**

88/17/01 Planning Committee – 6 Councillors

RESOLVED: Cllrs Weedall, Weaver, Curtis, Sullivan, Donlon, Hopkinson-Woolley, Reeder and Behan appointed to the Planning Committee

88/17/02 Finance & Staffing Advisory Group – 6 Councillors

RESOLVED: Cllrs Donlon, Weaver, Curtis, Steane, Behan and Reeder appointed to the Finance & Staffing Advisory Group

88/17/03 Village Partnership Committee – 3 Councillors

RESOLVED: Cllrs Weedall, Widger, Weaver, Donlon and Behan appointed to the Village Partnership Committee

88/17/04 Green Towns Steering Group – 2 Councillors

RESOLVED: Cllrs Weedall, Sullivan and Millington appointed to the Green Towns Steering Group

88/17/05 Steyne Park Project Group – 3 Councillors

RESOLVED: Cllrs Widger, Stillman, Donlon, Weaver and Millington appointed to the Steyne Park Project Group

88/17/06 Community Asset Committee – 8 Councillors

RESOLVED: Defer this item and unsure if it should continue

9. 89/17 TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES:

89/17/01 Village Hall Management Committee – 1 Councillor

RESOLVED: Cllr Stillman appointed to the Village Hall Management Committee

89/17/02 Bembridge Youth and Community Centre Management Committee – 2 Councillors

RESOLVED: Cllr Weaver and Stillman appointed to the Bembridge Youth and Community Centre Management Committee

89/17/03 Amey Waste Forum – 1 Councillor

RESOLVED: Cllr Sullivan appointed to the Amey Waste Forum

89/17/04 Library Group – 1 Councillor

RESOLVED: Defer this item as the library group do not believe they need a PC rep

89/17/05 Harbour Group – 1 Councillor

RESOLVED: Cllr Millington appointed to the Harbour Group

89/17/06 HALC/IWALC – 1 Councillor

RESOLVED: Defer this item for further consideration

89/17/07 IoW Bus & Rail Users Group – 1 Councillor

RESOLVED: Cllr Steane appointed to the IoW Bus & Rail Users Group

89/17/08 Street Fair – 1 Councillor

RESOLVED: Cllr Behan appointed to the Street Fair

89/17/09 Age Friendly Champion – 1 Councillor

RESOLVED: Cllr Reeder appointed as Age Friendly Champion

89/17/10 To note Mrs E Goldring is Secretary, Mrs J McDade is Treasurer and Mr Tarrant, Mr Kendall and Mr Bristow as Trustees of the Bembridge Friendship Circle

Mr Kendall and Mr Bristow are happy to step down as Trustees but Mr Tarrant wishes to stay as a Trustee.

RESOLVED: Cllrs Donlon and Reeder appointed as Trustees to the Bembridge Friendship Circle

10. 90/17 ANNUAL SUBSCRIPTION 2016/17

90/17/01 Society of Local Council Clerks £480.00

SLCC gives advice to the council and staff for HR and Employment matters. 90% of parish/town councils pay this subscription. This is a lot of money.

RESOLVED: Approved payment to Society of Local Council Clerks £480.00, 7 for 4 against

90/17/02 Isle of Wight Sports & Recreation Council £6.00

RESOLVED: Approved Isle of Wight Sports & Recreation Council £6.00

90/17/03 Institute of Cemetery and Cremations Management £90.00

RESOLVED: Approved Institute of Cemetery and Cremations Management £90.00

90/17/04 Hampshire Association of Local Councils £543.00

June Davidson from IWALC gave a talk on the benefits of Bembridge Parish Council returning to IWALC, stating that the £600 fee was good value for money as it included advice and training.

RESOLVED: Defer this item for further consideration

90/17/05 IoW Bus & Rail Users group £5.00

RESOLVED: Approved IoW Bus & Rail Users group £5.00

11. 91/17 APPROVE CALENDAR OF MEETINGS

To approve the calendar of meeting dates for 2017/2018

RESOLVED: Approved the calendar of meeting dates for 2017/18

12. 92/17 GENERAL POWER OF COMPETENCE

To agree that Bembridge Parish Council meets the criteria for eligibility of the Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012

RESOLVED: Agreed that Bembridge Parish Council meets the criteria for eligibility of the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

13. 93/17 POLICIES AND PROCEDURES

- 93/17/01** To adopt the Code of Conduct
 - 93/17/02** To adopt revised Financial Regulations
 - 93/17/03** To adopt revised Standing Orders
 - 93/17/04** To adopt the Grievance Procedure
 - 93/17/05** To adopt the Complaints Procedure
 - 93/17/06** To adopt the Disciplinary Procedure
 - 93/17/07** To adopt the Health & Safety policy
 - 93/17/08** To adopt the Health & Safety at Steyne Park policy
 - 93/17/09** To adopt the Small Grants scheme
 - 93/17/10** To adopt the revised Internal Audit testing of key controls
 - 93/17/11** To adopt the Child Protection policy
 - 93/17/12** To adopt the Communications & Media policy
 - 93/17/13** To adopt the Cemetery policy
 - 93/17/14** To adopt the Equal Opportunities policy
 - 93/17/15** To adopt the Volunteers policy
 - 93/17/16** To adopt the Tree Management policy
 - 93/17/17** To adopt the Memorial Bench policy
 - 93/17/18** To adopt the Parish Asset Grant policy
 - 93/17/19** To adopt the Transparency Code Compliance policy
 - 93/17/20** To adopt CCTV policy
 - 93/17/21** To adopt the Publication Scheme
 - 93/17/22** To adopt the Dignity at Work policy
 - 93/17/23** To adopt the Social Media Policy
 - 93/17/24** To adopt the Petition Policy
 - 93/17/25** To adopt the Vexatious Policy
 - 93/17/26** To adopt revised Training Policy
 - 93/17/27** To adopt terms & conditions for use of Steyne Park Pitches & Changing Rooms
 - 93/17/28** To adopt terms & conditions for use of Foreland Playing Field & Changing Rooms
 - 93/17/29** To adopt the terms & conditions for hire of the rear Office, Parish Office
 - 93/17/30** To adopt the terms & conditions for Event Hire on Parish Land
 - 93/17/31** To adopt the terms of reference for the Planning Committee
 - 93/17/32** To adopt the terms of reference for the Finance & Staffing Group
 - 93/17/33** To adopt the terms of reference for the Village Partnership Group
 - 93/17/34** To adopt the terms of reference for the Green Towns Steering Group
 - 93/17/35** To adopt the terms of reference for the Steyne Park Project Group
 - 93/17/36** To adopt the terms of reference for the Community Asset Committee
 - 93/17/37** To review all Councillors register of interests
 - 93/17/38** To review all Councillors register of gifts and hospitality
- RESOLVED:** Defer these items as there are lots of proposed amendments to consider

14. 94/17 COUNCIL CHARGES

- 94/17/01** To approve increase in cemetery fees by 2% rounded to the nearest pound from 1st July 2017
- RESOLVED:** Approved increase in cemetery fees by 2% rounded to the nearest pound from 1st July 2017
- 94/17/02** To approve Changing Room and Pitch Hire charges increase for 2017/18 of 2%
- RESOLVED:** Approved Changing Room and Pitch Hire charges increase for 2017/18 of 2%

15. 95/17 MINUTES OF THE LAST MEETING

- 95/17/01** To receive for approval minutes of the Parish Council meeting held on 18th April 2017
 - 95/17/02** To receive for approval minutes of the Parish Council Extraordinary meeting held on 6th December 2016
- RESOLVED:** Defer this item for legal advice on who should sign these minutes as only 2 Councillors are returning and the other 10 unable to approve

16. 96/17 PLANNING COMMITTEE

To note the minutes of the Planning Committee meetings held on 18th April and 2nd May 2017
RESOLVED: Noted the minutes of the Planning Committee meetings held on 18th April and 2nd May 2017

17. 97/17 WORKING GROUPS

97/17/01 To note the minutes of the Green Towns Steering Group meeting held on 3rd May 2017

RESOLVED: Noted the minutes of the Green Towns Steering Group meeting held on 3rd May 2017

97/17/02 To note the minutes of the Village Partnership Group meeting held on 3rd May 2017

RESOLVED: Noted the minutes of the Village Partnership Group meeting held on 3rd May 2017

18. 98/17 FINANCE

98/17/01 To receive bank reconciliation and cash balances to 11th May 2017

RESOLVED: Approved bank reconciliation and cash balances to 11th May 2017, **Appendix A**

98/17/02 To approve schedule of payments to 11th May 2017

RESOLVED: Approved schedule of payments to 11th May 2017

98/17/03 To agree the bank signatories and regular direct debits

RESOLVED: Agreed the bank signatories and regular direct debits

98/17/04 To agree the grants above £999.99 (Bembridge Community Library £1,000 and Bembridge Community Bus £2,000)

RESOLVED: Agreed the grants above £999.99 (Bembridge Community Library £1,000 and Bembridge Community Bus £2,000)

98/17/05 To agree box 3 restated of the accounting statement on the annual return
The VAT claim of £5277.31 had to be included within box 3

RESOLVED: Agreed box 3 restated of the accounting statement on the annual return

19. 99/17 REPORTS:

To receive the following reports:

99/17/01 Hampshire Association of Local Councils

No report

99/17/02 Village Hall Management Committee

No report

99/17/03 Bembridge Youth & Community Centre Management Committee

No report

99/17/04 Village Partnership (plus Green Town Steering Group)

Cllr Weedall - Met on 3rd May for both Village Partnership and GTSG. GTSG have arranged for the Palmer Memorial troughs to have holes drilled into them by Wighstonemasons to stop stagnant water collecting. Fallen and loose branches on the tree at the Point have been reported to Island Roads. The first round of judging for the IW Best Kept Village took place the first week of May, those shortlisted will be re-judged in August. Lots of work tidying and replanting has taken place around the village with the parish lengthsman, Bembridge Weeders and GTSG volunteers. A future project to refurbish the K1 phone box will be looked at in the future. Next beach clean is on 17th June concentrating on the Point beach, all welcome to attend. The GTSG came 3rd in the Community Action Awards out of 57 entries.

Mrs Woodford asked if a campaign could be started on the Japanese Knot weed problems around the village (BB10 coastal path and Swains Lane area's)? Will report to Isle of Wight Council and get the advice out to the public.

The Dragons Den event was a huge success, thanks to the BYCC for their help hosting the event.

The group is looking at replacing the village maps around the village, more information to follow. Next meetings 5th July

99/17/05 Finance & Staffing Advisory Group

No report

99/17/06 Harbour

No report

99/17/07 St Helens Medical Centre Patient Forum

No report

99/17/08 Police Report

No report

99/17/09 IW Bus & Rail Users Group

Appendix B

99/17/10 Amey Waste Report

No report

99/17/11 Library Report

No report

99/17/12 Other reports

No report

99/17/13 Isle of Wight Councillors reports

No report

99/17/14 Clerk's report

Appendix C

20. 100/17 PLANNING

To consider planning applications advertised from the 22nd April to 5th May 2017

TCP/05650/P - P/00484/17	Kingsmere Lane End Road Bembridge Isle Of Wight PO355TB	Proposed cladding external alterations including construction of stairway
BNDP D2 Upgrading building, balcony already there at end of building and the outside staircase applied for will be built there. Juliet balcony to replace an upstairs window that is already there. RESOLVED: Recommend Approval		
TCP/32963/A - P/00495/17	Capers Foreland Farm Lane Bembridge Isle Of Wight PO355TJ	Householder Application Proposed first floor side/rear extension (revised scheme)
BNDP D2 Slight adjustments. Reduced scale and mass RESOLVED: Recommend Approval		
TCP/08314/B - P/00467/17	Lindsey Cottage Love Lane Bembridge Isle Of Wight PO355YD	Householder Application Proposed garden and low level wall
BNDP EH2 This property is inside the conservation area and conforms to regulations. No concerns. RESOLVED: Recommend Approval		

21. 101/17 LANE END TOILETS

101/17/01 To agree lease of Lane End Toilets

101/17/02 To agree lease charges

101/17/03 To agree advertising charges for Lane End Toilets

101/17/04 To agree Wallgate Contract for Lane End Toilets

RESOLVED: Defer these items

22. 102/17 STEYNE PARK PITCH & CHANGING ROOM HIRE

To approve football pitch and changing room hire for 2017/18 season

RESOLVED: Approved football pitch and changing room hire for 2017/18 season

23. 103/17 WEBSITE

103/17/01 To consider including photos of councillors and councillors email addresses for new website

Could we look at ways for email addresses not to be shown on the website, but that a 'contact form' could be diverted to the councillor required?

RESOLVED: Approved photos of councillors and councillors email addresses for new website

103/17/02 To discuss website and social media problems

Have requested a refund from IOW Geek and to commence the process again for Website, Facebook, Twitter, IT Support and CCTV support.

RESOLVED: Agreed to send letter to 6 companies requesting quotes for a number of IT services.
Appendix D

24. 104/17 NEW COUNCILLOR TRAINING

To agree New Councillor Training sessions

RESOLVED: Defer this item for further consideration

25. 105/17 2016/17 ANNUAL REPORT

To approve the annual report

£378.50 for printing and £340 for delivery cheapest quotes received. Not advertising in the Beacon due to costs. Goes out every year detailing what happened in that financial year. Must produce an Annual Report if we wish to carry on being a Quality Status Council. Information needs to be accurate and not out of date. It is too expensive when council funds need to be reviewed. Would the newsletter be cheaper printed in black and white? Better communications strategy is required and needs to be discussed. There are still many residents who do not know what goes on in the village and are not on the internet. Shows how much was achieved in the previous year.

Public: After 8 months of misplaced communications a hard copy of the newsletter would be better than gossip. Not cheap but better to be informed. Not all residents use the internet or are on Facebook, so a hard copy is essential to all households. Newsletter must go out, ask volunteers to deliver it. Newsletter could be sponsored by local businesses to be cost neutral.

RESOLVED: Defer this item agreed by Cllr Sullivan, Cllr Donlon, Cllr Curtis, Cllr Stillman, Cllr Reeder, Cllr Steane, Cllr Widger, Cllr Hopkinson-Woolley and Cllr Millington

Cllr Sullivan asked Cllr Millington to claim down after his outburst

26. 106/17 HIOW VILLAGE OF THE YEAR 2017 COMPETITION

To agree entry to HIOW Village of the Year 2017 Competition and Channel 4's Village of the Year Competition

RESOLVED: Agreed entry to HIOW Village of the Year 2017 Competition and Channel 4's Village of the Year Competition

27. 107/17 AGE FRIENDLY REPORT

To agree Age Friendly Report

RESOLVED: Agreed Age Friendly Report

28. 108/17 GREEN TOWNS

108/17/01 To approve War Memorial Gardens fence replacement

4 new fence posts are required at a cost of £54.92 plus VAT from Jewson's and the Lengthsmen will repair and use old fence

RESOLVED: Approved War Memorial Gardens fence replacement

108/17/02 To agree Birdham Corner redesign of flower beds

Village Partnership has set a budget of £300 to remove some of the current shrubs and reuse at Lane End, have railway sleepers as a boarder, lay a membrane and put bark chippings on the top for easier maintenance

RESOLVED: Agreed Birdham Corner redesign of flower beds

108/17/03 To consider a request from Mrs Fletcher for a boundary fence at the rear of the Lane End cemetery

Not convinced this is the responsibility of the Parish Council, needs more investigation.

RESOLVED: Investigate further and bring back to a future meeting

29. 109/17 EMERGENCY PLAN

To update and adopt the Emergency Plan

Do the businesses included within the plan require public liability insurance and is this checked?

Take advice from Emergency Planning Department at IWC as this plan was drafted upon their request. **RESOLVED:** Defer this item

30. 110/17 PARISH ASSET GRANT

To agree Parish Asset Grant of £67.50 plus VAT request for emergency lighting at the Village Hall from the Village Hall Management Group

RESOLVED: Agreed Parish Asset Grant of £67.50 plus VAT request for emergency lighting at the Village Hall from the Village Hall Management Group

31. 111/17 STEYNE PARK

111/17/01 To agree Bembridge Youth FC tournament hire on 25th June
This request was withdrawn as the tournament will now be on the same day as the Sports Festival

111/17/02 To agree Bembridge Primary Summer Celebration on 8th July

RESOLVED: Agreed Bembridge Primary Summer Celebration on 8th July

32. 112/17 BEMBRIDGE FOOTBALL SPONSORSHIP

112/17/01 To agree £400 sponsorship to Bembridge Football Club for 2017/18 season

RESOLVED: Agreed £400 sponsorship to Bembridge Football Club for 2017/18 season

112/17/02 To agree £400 sponsorship to Bembridge Youth Football Club for 2017/18 season

RESOLVED: Agreed £400 sponsorship to Bembridge Youth Football Club for 2017/18 season

An Extraordinary Meeting will be arranged for next Tuesday 23rd May in the Village Hall

DATE OF NEXT MEETING – 20th June 2017 7.00pm in the Village Hall

Meeting closed 9.20pm

Signed: Dated:.....