



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



Members of **Bembridge Parish Council** are summoned to attend the
Annual Council Meeting at 7.00 pm on the 21st May 2019 at the
Village Hall, Bembridge

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

AGENDA

1. **54/19 To elect a Chairman**
2. **55/19 To receive the Chairman's Declaration of Acceptance of Office**
3. **56/19 To elect a Vice Chairman**
4. **57/19 To receive the Vice Chairman's Declaration of Acceptance of Office**

PUBLIC QUESTIONS ON ITEMS ON THE AGENDA – There will be up to 30 minutes available for members of the public to speak on items on the Agenda. At the Chairman's discretion, members of the public may be invited to speak on specific items during the meeting.
(Please introduce yourselves when addressing the Council)

5. **58/19 Chairman's Announcement's**
6. **59/19 Apologies for Absence**
To receive apologies for absence
7. **60/19 Declarations of Interest**
60/19/01 To receive declarations of pecuniary or other interests relating to items on agenda
60/19/02 To consider requests and grant dispensations if appropriate
8. **61/19 To appoint Members to Committees and Working Groups:**
61/19/01 Planning Committee – 5 Councillors
61/19/02 Staffing Committee – 4 Councillors
61/19/03 Village Partnership Committee – 5 Councillors
61/19/04 Steyne Park Project Group – 3 Councillors
9. **62/19 To Appoint Representatives to Outside Bodies:**
62/19/01 Village Hall Management Committee – 1 Councillor
62/19/02 Bembridge Youth and Community Centre Management Committee – 2 Councillors
62/19/03 Amey Waste Forum – 1 Councillor
62/19/04 Harbour Group – 1 Councillor
62/19/05 Hampshire Association of Local Councils (HALC) – 1 Councillor
62/19/06 IoW Bus & Rail Users Group – 1 Councillor
62/19/07 Bembridge Business Association – 1 Councillor
62/19/08 Age Friendly Champion – 1 Councillor
62/19/09 To note Mrs J McDade is Treasurer and Cllr Sullivan, Cllr Donlon and Cllr Weedall are Trustees of the Bembridge Friendship Circle
10. **63/19 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

- 11. 64/19 Annual Polices and Procedures Review**
- 64/19/01** To adopt **revised** Standing Orders
 - 64/19/02** To adopt **revised** Financial Regulations
 - 64/19/03** To adopt **revised** Risk Management 2019
 - 64/19/04** To adopt **revised** terms of reference for the Staffing & Finance Committee
 - 64/19/05** To adopt **revised** terms of reference for the Village Partnership Group
 - 64/19/06** To adopt **revised** terms of reference for the Steyne Park Project Group
 - 64/19/07** To adopt terms of reference for the Property Sale Working Group
 - 64/19/08** To adopt **revised** Emergency Plan
- The following unchanged policies to be voted en block**
- 64/19/09** To adopt the Code of Conduct
 - 64/19/10** To adopt the Grievance Procedure
 - 64/19/11** To adopt the Complaints Procedure
 - 64/19/12** To adopt the Disciplinary Procedure
 - 64/19/13** To adopt the Dignity at Work policy
 - 64/19/14** To adopt the Health & Safety policy
 - 64/19/15** To adopt the Health & Safety at Steyne Park policy
 - 64/19/16** To adopt the Small Grants scheme
 - 64/19/17** To adopt the Parish Asset Grants scheme
 - 64/19/18** To adopt the Internal Audit testing of key controls
 - 64/19/19** To adopt the Child Protection policy
 - 64/19/20** To adopt the Communications & Media policy
 - 64/19/21** To adopt the Communications Strategy policy
 - 64/19/22** To adopt the Social Media Policy
 - 64/19/23** To adopt the Cemetery policy
 - 64/19/24** To adopt the Tree Management Policy
 - 64/19/25** To adopt the Memorial Bench policy
 - 64/19/26** To adopt the Equal Opportunities policy
 - 64/19/27** To adopt the Volunteers policy
 - 64/19/28** To adopt the Parish Asset Grant policy
 - 64/19/29** To adopt the Transparency Code Compliance policy
 - 64/19/30** To adopt the CCTV policy
 - 64/19/31** To adopt the Publication Scheme
 - 64/19/32** To adopt the Petition Policy
 - 64/19/33** To adopt the Vexatious Policy
 - 64/19/34** To adopt the Training Policy
 - 64/19/35** To adopt the Member Officer Protocol
 - 64/19/36** To adopt terms & conditions for use of Steyne Park Pitches & Changing Rooms
 - 64/19/37** To adopt terms & conditions for use of Foreland Playing Field & Changing Rooms
 - 64/19/38** To adopt the terms & conditions for Event Hire on Parish Land
 - 64/19/39** To adopt the terms of reference for the Planning Committee
 - 64/19/40** To review all Councillors register of interests
 - 64/19/41** To review all Councillors register of gifts and hospitality
- 12. 65/19 Council Charges**
- 65/19/01** To approve increase cemetery fees 2% rounded to nearest pound from 1st July 2019
 - 65/19/02** To consider and agree increasing Changing Room and Pitch Hire charges by either 1% or 2% for 2019-20
- 13. 66/19 Minutes of the Last Meeting**
- To receive for approval minutes of the Parish Council meeting held on 19th March and 3rd April 2019
- 14. 67/19 Finance**
- 67/19/01** To receive bank reconciliation and cash balances to 31st March and 8th May 2019
 - 67/19/02** To approve schedule of payments to 31st March and 8th May 2019
 - 67/19/03** To receive the quarterly budget monitoring
 - 67/19/04** To agree the bank signatories and regular direct debits
 - 67/19/05** To agree for new direct debit mandate Public Works Loan Board be signed

- 67/19/06** To agree the grant to Bembridge Community Bus £2,000 (Budget £2,000 spend to date £0)
15. **68/19 Internal Audit**
68/19/01 To receive the internal audit report 2018/19
68/19/02 To approve annual governance statement for year ending 31st March 2019
68/19/03 To approve the account statement for year ending 31st March 2019
68/19/04 To appoint Internal Auditor for 2019/20 (Budget £1400 spend to date £0)
16. **69/19 Subscription & Sponsorship**
69/19/01 To agree £400 sponsorship to Bembridge Football Club for 2019/20 season
69/19/02 To agree £400 sponsorship to Bembridge Youth Football Club for 2019/20 season (Budget £1000 spend to date £0)
69/19/03 To agree subscription to Society of Local Council Clerks £440.00
69/19/04 To agree subscription to Isle of Wight Sports & Recreation Council £6.00
69/19/05 To agree subscription to Institute of Cemetery and Cremations Management £90.00
69/19/06 To agree subscription to Hampshire Association of Local Councils £730.00 (Budget £1200 spend to date £0)
17. **70/19 Reports and Procedures**
70/19/01 To receive the clerks report and confirm delegated decisions
70/19/02 To receive Isle of Wight councillor/s report
70/19/03 To receive report from Property Sale Working Group
18. **71/19 Properties**
71/19/01 To consider and agree either renewing Village Hall lease early or only amending
71/19/02 If renewing lease, to agree length of lease to Village Hall Management Committee
71/19/03 To consider and agree installation of a second container for the Bembridge Youth Football at Steyne Park
71/19/04 To consider request from Bembridge Cricket Club
19. **72/19 Kings Road Improvement Scheme**
To consider and agree which improvement scheme option for Kings Road the Parish Council would recommend to IWC Highways at no cost to the Parish Council
20. **73/19 Grants**
73/19/01 To consider Parish Asset Grant request from Village Hall Management Committee and agree amount of grant to be paid (Budget £1,000 spend to date £0)
73/19/02 To consider and agree Small Grant of £150 for Men in Sheds (Budget £1,000 spend to date £0)
73/19/03 To consider and agree Small Grant of £150 for Windmills Preschool (Budget £1,000 spend to date £0)
21. **74/19 Exclusion of Public and Press**
To resolve that in accordance with s.1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the following item, having due regard to the confidential nature of the business to be transacted
22. **75/19 Private & Confidential Minutes**
23. **76/19 Staffing**
24. **77/19 Legal & Contractual – 5/7 High Street**

DATE OF NEXT MEETING – 16th July 2019 7.00pm in the Village Hall