

MINUTES OF THE MEETING OF WOOTTON BRIDGE PARISH COUNCIL HELD ON
TUESDAY 20 FEBRUARY 2018 AT 7.00 PM IN THE OLD SCHOOL, NEW ROAD, WOOTTON
BRIDGE.

Present: Councillor Steve Porter – Chairman
Councillors Pete Mundell, Barry Abraham, Linda Pitcher,
Ross Edmunds, Mike Waddleton and Daryll Pitcher

Also present 4 Members of the Public
0 Member of the press
Liz Kingston - Parish Clerk

Items raised in the Open Forum:

None

1. APOLOGIES FOR ABSENCE

18/022. Apologies received from Councillor Walton and Councillor Port as they are both ill and Councillor Morris had difficulty attending.

2. DECLARATIONS OF INTEREST

18/023. Councillor Porter as he is a director of Wootton Bridge Communal Interest Company

3. MINUTES OF THE MEETING HELD ON 16 JANUARY 2018 & 6 FEBRUARY 2018

18/024. RESOLVED – THAT THE MINUTES OF THE MEETING HELD ON 16 JANUARY 2018 & 6 FEBRUARY 2018 WERE APPROVED AND DULY SIGNED.

4. TO RECEIVE CORRESPONDENCE AND CLERKS REPORT AND TO AGREE ANY ACTION TO BE TAKEN.

18/025. Precept

The Council tax precept for 2018/2019 had been discussed at a meeting on the 6th February 2018. Discussion took place at the meeting about Wootton Bridge already investing substantially in devolved services as well as the Parish Council's current reserves. (Appendix A)

The majority view was that the suggested precept of £70269 allowed for the potential deficient for this coming year and took into account the potential surplus for the current year.

RESOLVED – THAT THE PRECEPT FOR 2018/19 WOULD BE SET AT £70,269 (SEVENTY THOUSAND, TWO HUNDRED AND SIXTY NINE POUNDS)

18/026. New Road

Island Roads have emailed and stated that works are programmed for late summer 2018. A discussion took part about conflicting information from Island Roads and Isle of Wight Council as well as the possible closure of the road to do any works.

ACTION - COUNCILLOR ABRAHAM IS GOING TO ARRANGE A JOINT MEETING WITH BOTH ISLAND ROADS AND ISLE OF WIGHT COUNCIL.

Councillor Porter left the room and Councillor Abraham took over the chair for the next agenda item.

18/027. Grant Application – Wootton Bridge CIC

The grant application and accounts were emailed to the councillors prior to the meeting.

RESOLVED – THAT THE PARISH COUNCIL WOULD SUPPORT THE WOOTTON BRIDGE COMMUNITY INTEREST COMPANY WITH A GRANT OF £3414.00.

Councillor Porter came back into the room and resumed as chairman

18/028. Letter from Hampshire Police and Crime Panel

To decide whether to comment on 'Hate Crime' proactive Scrutiny

ACTION – TO EMAIL OUT TO COUNCILLORS AND FOR THEM TO RESPOND BY THE 1ST MARCH 2018.

18/029. Whiterails Road / Briddlesford Road Bus Stops

The clerk has received notification from Garry Stretch that this is now not proceeding and has been dropped.

18/030. Grant Application – St Marks Church

The grant application and accounts were emailed to the councillors prior to the meeting.

ACTION – THE CLERK TO ASK ANN CAPPS TO ATTEND THE NEXT MEETING TO GIVE FURTHER INFORMATION ABOUT THE APPLICATION.

18/031. New Grounds Maintenance Contract

A letter has been received from the Isle of Wight Council detailing that the grounds maintenance contract for the recreation ground expires in March 2019. The clerk has spoken to Lee Matthews and stated that the Parish Council would be interested in the new contract although would not make an official decision until the specifications and costs are known.

5. PLANNING APPLICATIONS.

To comment on the following applications:-

18/032.

P/01484/17 TCP/12917/W

Wootton Bridge Recreation Ground, Footways, Wootton Bridge

Replacement of 1 no existing 15m floodlight with 17.5m floodlight/telecommunications antenna; 4 no ground cabinets (revised location)(re-advertised application)

RESOLVED – THAT THE PARISH COUNCIL HAVE NO OBJECTIONS TO THIS APPLICATION BUT ARE CONCERNED WITH CERTAIN SAFETY ISSUES.

P/00156/18 TCP/32840/A

2 Beechcroft Drive, Wootton Bridge

Proposed detached house and formation of vehicular access

RESOLVED – THAT THE PARISH COUNCIL HAVE NO OBJECTIONS TO APPLICATION P/00156/18

18/033. Decisions made by the Isle of Wight Council

P/01252/17 – approved – Hamiltons Fine Food, 9 High Street, Wootton Bridge

P/00568/17 – approved – Five Oaks, New Road, Wootton Bridge

18/034. Tree Preservation Orders

TW-0564-17 – Oakhanger, Woodside Road, Wootton Bridge

- To carry out the work requested to the trees as detailed on the application

Reason – it is necessary as general maintenance

18/035. Appeal

None

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

18/036. Report by local member.

Councilor Abraham provided a verbal report for the meeting. Issues raised included:

- Had a meeting with the owners of the Sightguard building about their plans

- Had a meeting with residents and the local MP to discuss extending the AONB in the Woodside area, but also to include land from Palmers Road to Kings Quay.
- Spring clean is running from 2 to 4th March 2018
- Meeting with council officers and the Rugby Club
- Plane Tree – still waiting for an update on the latest report although it is better than the last one.
- Meeting with Lee Matthews about the state of the path in the recreation ground and how to resolve this.
- Surveyors have been seen at Palmers Road

7. MATTERS RAISED BY COUNCILLORS

18/037. Councillor Edmunds asked if there was an update with the sustainable survey. The survey is due to start in March and Whippingham Parish Council has agreed to participate. The clerk is waiting for a formal quote from Martin Gibson.

Councillor Edmunds stated that dog mess at the recreation ground is becoming a serious problem. The clerk will speak to the environmental officers.

Councillor Waddleton brought up about the possibility of a crossing at The Sloop. This will be raised with Island Roads and the Isle of Wight Council at the meeting to be arranged. The clerk will also ask Martin Gibson to look at this area when doing the sustainability survey.

It was asked for the clerk to email the councillors asking for any specific areas that Martin Gibson should take into account and survey.

Councillor Waddleton stated he is joining the Isle of Wight Maritime Security Forum as a resident.

Councillor Waddleton stated parking and other items at the Mill Square are becoming a problem again.

8. IWALC REPORT

18/038. Councillor Wolton did not provide a written report.

9. ACCOUNTS.

18/039. To consider and approve the accounts for payment.

Members were presented with the accounts for payment for February

RESOLVED – THAT THE ACCOUNTS FOR PAYMENT FOR FEBRUARY TOTALLING £3822.74, A COPY OF WHICH FORMS APPENDIX B OF THESE MINUTES, BE PAID.

There being no further business to discuss the meeting closed at 8.10 p.m.

Signed

Date

WOOTTON BRIDGE PARISH COUNCIL
COUNCIL TAX PRECEPT 2018/19 - BUDGET ESTIMATES.
RESPONSIBLE FINANCIAL OFFICER BUDGET REPORT.

The Parish Council income and expenditure does not follow any business pattern. This is due to the uncertainty of our capital income which is mostly down to successful grant bids and sponsorship. Therefore, the estimates for income are again tight with very little room for manoeuvre.

Our only guaranteed income is the precept.

Capital: Our capital costs are largely funded by grants. Grant funding has largely dried up at the moment.

Revenue: The precept largely funds the Parish Council's revenue costs.

MAJOR PROJECTS/ THREE YEAR PLAN.

1. Youth Clubs & Old School Building
We funded the junior youth club in Oct/Nov 2016, via a donation of £10,000 to Wootton Bridge CIC and this year we are looking at funding of over £3000. I feel, especially in light of the potential cuts by the local authority that we need to keep at least £10,000 in reserves for the coming year.
3. Recreation Ground
The Parish Council agreed to contribute towards the costs of maintaining the grounds. This cost £5,000 during 2018/19; I feel we need to start building a reserve for the recreation ground so propose to add an extra £2500 to the budget for this.
4. Election Costs
Our reserves are now standing at approximately £3941. If we have any further elections this will cost approximately £3,250. I would therefore like to increase the election reserves by £6,500.
5. Enforcement Plan
The Parish have agreed to the enforcement officer for 8 hours per week which will cost £4160 for the year.

REVENUE COSTS.

It is not anticipated that the revenue costs will change significantly over the next 3 years.

GENERAL FUND

I estimate that the balance of the General Fund at 31.3.2018 will be £36,600. It is strongly recommended that the balance of the General Fund should not fall below £30,000.

We are currently looking at a £8423 surplus for 17/18 and a potential deficit of £7511 for the new tax year. Therefore the surplus is £912

Please also note that it is VITAL to keep a good general fund for match funding purposes which, when successful, can result in a 100% return

Continued

RECOMMENDATION – THAT THE COUNCIL TAX PRECEPT FOR 2018/2019 BE SET AT A MINIMUM OF £70,269

On an estimated tax base of 1394.8 and as a guide only a council tax precept of £70,246 will convert as follows:-

For a Band D property:

	2018/19	2017/18	2016/17
	Estimated	Actual	Actual
	£	£	£
Precept	68526	68526	64693
Grant	1743	2474	4307
Annual Cost	49.13	49.55	47.80
Weekly Cost	0.94	0.95	0.92

Liz Kingston
Clerk and Responsible Financial Officer

27.1.18

Wootton Bridge Parish Council – Precept 2018/19

Last year's council tax precept was £71,000 (£68526 and grant of £2474) which represented £49.55 per annum per household at Band D or 95p p.w. This was based on 1382.9 households.

We have prepared precept figures as follows for 2018/2019 (based on 1394.8* equivalent households at Band D and a grant of £1743).

Amount of Precept	(explanation)	Annual equivalent per household	Weekly equivalent per household
£68526 (as last year £71,000))		£49.55 (based on 1382.9 equivalent households at Band D)	95 p per week
£68526 (£70269)		£49.12 (-0.43)	94p per week (- 1p)
£69112 (£70855)		£49.55 (0)	95.2p per week
£69257 (£71000)		£49.65 (+0.10)	95.48p per week
£70257 (£72000)		£50.37 (+0.82)	97p per week (+2p)
£71257 (£73000)		£51.09 (+1.54)	98p per week (+3p)

WOOTTON BRIDGE PARISH COUNCIL BUDGET ESTIMATES 2018/2019							
				2016/2017 Actual	2017/2018 Estimated	2018/2019 Estimated	Notes
				Page 1			
INCOME Revenue							
Precept				64,693	68,526	68,526	
Local Council Tax Support Grant				4,307	2,474	1,743	
Interest				54	9	9	
Contributions to Grass Cutting & Church Yard				550	600	600	
Events				1,662	844	844	
HIC Income				851	800	800	
Sale of Garden Waste Sacks				1,108	1,186	0	
Donation				62	0	0	
Total income				73,287	74,439	72,522	
EXPENDITURE							
Newsletter and publicity				1,054	1,156	1,156	
Insurance				1,278	1,100	1,150	
Audit fees				430	430	430	
Subscriptions				751	811	850	
Queen's Birthday Meddals				425			
Sundry Expenses							
Stationery & Postage				319	490	490	
Sustainable Transport survey/Housing needs survey						10000	all could come out of reserves
Environmental officer				280	3,700	4160	
Training				58			
Section 137:-							
Bridlesford cemetery				663	725	725	see above for contribution from Newport PC
Poppy wreath				50	50	50	
Donations							
Staff salaries incl. Employers NI				25,939	26,162	26,500	
Grants				350	150	1,000	
Web Site							
Garden Waste Sacks				1,050	808	0	
Seat & Notice Board maintenance				340			
Christmas tree and lights				728	807	886	
Tidyman				1,312	1,313	1,313	
Grass cutting				2,125	2,251	2,251	
Churchyard maintenance:							
St Edmunds				1,547	1,575	1,575	see above for £300 contribution from PCC
HIC Revenue costs:							
Maintenance CCTV/Fire/Alarm				665	279	244	
Electricity (Inc VSquare Lighting) & water				924	1,266	1,266	
Maintenance, cleaning				1,347	1,246	2,246	increase fund to £1782 from £782
Telephone and Broadband				508	520	520	
Business rates and ground rent				0	3,500		not sure if we will need to pay this yet.
Photocopier				90			
Election Expenses				3,082	2,133	2,559	top up election fund
Village Toilet Cleaning & Maintenance				7,423	7,400	7,400	
Youth Initiative - Youth Club				10,000	3,664	2,262	
Events				3,810	2,500	0	
Contribution to Recreation Ground Maintenan				7,546	5,000	7,500	
sub total				74,094	65,536	80,033	
Capital							
Public Realm Ph 2 -Joannes Walk							
Fund for future maintenance costs							
Playground Equipment							
Other capital costs:-							
General capital expenses/replacements				35	240	0	
sub total				35	240	0	
Total expenditure				74,164	66,016	80,033	
Actual Deficit 2016/2017				-877			
Estimated Surplus 2017/2018					8,423		
Estimated deficit 2018/2019						-7,511	2489 surpluss if £10k comes out of reserves.

[illegible]

Wootton Bridge Parish Council

Balance Sheet For the year to 31 January 2018

Year to date
31 January 2017

Year to date
31 January 2018

CURRENT ASSETS		
63	Petty Cash	103
126298	Cash at Bank	149862
-	Debtors	-
658	VAT Recoverable	457
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127019	TOTAL ASSETS	150422
CURRENT LIABILITIES		
-	Creditors	-
-	Salaries,Tax, NI Due	-
-		-
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127019	NET ASSETS	150422
Represented By		
3400	Reserve Fund - Village Square Repai	3400
-	Reserve Fund - Wootton Bridge Plan	-
16719	Reserve fund - Village/Neighbourhoo	16719
10245	Reserve fund - Community Bus	10245
-	Reserve Fund - Rec. Imps.Phase 2	-
6290	Reserve Fund - Play Equipment	6290
782	Reserve Fund - HIC Maintenance	782
1984	Reserve Fund - Youth Initiatives/Sp	1984
1074	Election expenses/fund	3941
22798	Match fund allocation	22798
2769	Reserve Fund - Website	2769
661	Reserve Fund - Training	761
1650	Reserve Fund - Wootton Youth Club	11402
260	Reserve Fund - Wootton Bridge Busin	260
6364	Reserve Fund - Events	7943
2943	Reserve Fund - Rec.Ground Maintenan	5443
11668	Reserve Fund - Public Conveniences	13007
452	Reserve Fund -Wootton in Bloom	452
36960	General Fund	42227
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127019		150422

The above statement represents fairly the financial position of the authority and reflects its income and expenditure during the year.

Signed:

Chairman

RFO

WOOTTON BRIDGE PARISH COUNCIL
Payments for Approval at Meeting on 20th March 2018

Grant - WB Community Interest Company		£3,414.00
Nigel Murray - Tidyman		£100.00
Top Mops - Public Toilets Cleaning Feb		£455.80
IWC - Environment Officer		£520.00
Recreation Ground Maintenance		£1,250.00
Contribution to Bench in Recreation Ground		£410.00
Biffa - Tea Room Wheelie Bin	DD	£41.71
Business Stream - Public Toilets Water	DD	£95.36
IWC - Public Toilets Business Rates 2018/19		£1,020.00
Sage Payroll	DD	£20.60
Business Stream - HIC Water Monthly	DD	£15.60
Wightfibre - HIC Phone & Broadband	DD	£45.89
Salaries as Minute E49&E50	SO	£1,527.49
IWC Pension Conts		£398.80
HMRC - Tax & NI		£290.44
		£9,605.69