

MINUTES OF THE MEETING OF WOOTTON BRIDGE PARISH COUNCIL HELD ON
TUESDAY 18 MAY 2020 AT 7.00 PM IN THE OLD SCHOOL, NEW ROAD, WOOTTON
BRIDGE.

Present Councillor Daryll Pitcher – Chair
Barbara Port – Vice chair
Councillors Barry Abraham, Dave Burley, Christopher Cory, Trish Evans, Barrie
Hailstone, Lee Lemon, Linda Pitcher, John Ward and Steve Porter (outgoing
chair)

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

Items raised in the Open Forum: NONE

1. ELECTION OF CHAIR FOR THE FORTHCOMING YEAR AND TO RECEIVE THE
DECLARATION OF ACCEPTANCE OF OFFICE.

21/29. Nominations were invited for the election of Chair for the forthcoming year.
RESOLVED – THAT COUNCILLOR DARYLL PITCHER IS ELECTED TO SERVE AS
PARISH COUNCIL CHAIR FOR THE FORTHCOMING YEAR.

2. ELECTION OF VICE CHAIR FOR THE FORTHCOMING YEAR.

**21/30. Nominations were invited for the election of Vice Chair for the forthcoming
year.**
RESOLVED – THAT COUNCILLOR BARBARA PORT IS ELECTED TO SERVE AS
VICE- CHAIR FOR THE FORTHCOMING YEAR.

3. APOLOGIES FOR ABSENCE

21/31. None

4. REQUESTS FOR DECLARATIONS OF INTEREST

21/32. None

5. APPOINTMENT OF REPRESENTATIVES TO:-

21/33. IWALCs Executive Committee.
RESOLVED – THAT THIS WOULD BE OPERATED ON A ROTA SYSTEM. THE
CLERK WILL PUT A ROTA TOGETHER AND EMAIL OUT TO COUNCILLORS.

21/34. Wootton Fairway Association.
RESOLVED – THAT COUNCILLOR BARBARA PORT IS ELECTED TO SERVE
ON THE WOOTTON FAIRWAY ASSOCIATION.

21/35. Arreton Charity Trust.
RESOLVED – THAT COUNCILLOR JOHN WARD IS ELECTED TO SERVE ON
THE ARRETON CHARITY TRUST.

21/36. Local Access Forum.
RESOLVED – THAT COUNCILLOR CHRISTOPHER CORY IS ELECTED TO SERVE
ON THE LOCAL ACCESS FORUM.

21/37. Care in the Community (My Life a Full Life)
There was uncertainty if this group was still going.

RESOLVED – THAT THE CLERK FIND OUT IF IT IS IN EXISTENCE.

21/38 Wootton Bridge Village Partnership.

RESOLVED – THAT COUNCILLOR CHRISTOPHER CORY IS ELECTED TO SERVE ON THE WOOTTON BRIDGE VILLAGE PARTNERSHIP

21/39. Any other Representatives.

No other representatives were needed at this time.

6. MINUTES OF THE MEETING HELD ON 20 APRIL 2021

21/40. RESOLVED – THAT THE MINUTES OF THE MEETING HELD ON 20 APRIL 2021 WERE APPROVED AND DULY SIGNED.

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

21/41. The Parish Council agrees to use the General Power of Competence as the legal requirements have been met

RESOLVED – THAT THE PARISH COUNCIL ADOPTS THE GENERAL POWER OF COMPETENCE

21/42. Review Parish Council Policies and Procedures

The Clerk had gone through the Parish Council's policies and procedures and updated them where required. These had been emailed to Councillors. These policies and procedures consisted of:-

- Audio Recording Policy
- Code of Conduct
- Complaints Procedure
- Dignity at Work Policy
- Equal Opportunities Policy
- Grant Awarding Policy
- Model Publication Scheme
- Publication Policy
- Vexatious Policy

RESOLVED – THAT THE POLICIES AND PROCEDURES SENT TO COUNCILLORS PRIOR TO THE MEETING SHOULD BE ADOPTED BY THE PARISH COUNCIL AND BE PLACED ON THE WEBSITE.

21/43. Review the Risk Management Plan

To review and adopt the current Risk Management Plan.

RESOLVED – THAT THE RISK MANAGEMENT PLAN IS ADOPTED.

21/44. To Review the Standing Orders

The clerk has updated the Standing Orders. To review and adopt the Standing Orders

RESOLVED – THAT THE STANDING ORDERS ARE ADOPTED

21/45. To Review the Financial Regulations

To review and adopt the financial regulations

RESOLVED – THAT THE FINANCIAL REGULATIONS ARE ADOPTED

21/46. Advise that Madge Reeves, clerk's assistant, left at the end of March 2021 and that staffing levels need to be reviewed.

RESOLVED – THAT COUNCILLORS D PITCHER AND PORT WILL MEET WITH THE CLERK TO DISCUSS REQUIREMENTS AND REPORT BACK TO FULL COUNCIL.

21/47. Advise that the current computer system is now obsolete and that options need to be considered.

A discussion took place and the clerk will seek quotes for 2 desktop PC, a laptop and an external hard drive. Councillor D Pitcher will speak to the IT department at Isle of Wight Council with regards to using them and their purchasing power.

21/48. Grant Application – Victim Support

Resolved – That the Parish Council would grant Victim Support an amount of £100.00.

8. PLANNING APPLICATIONS.

To comment on the following applications:-

21/49. 21/00844/HOU

6 Brannon Way, Wootton Bridge

Proposed single storey extension on rear elevation and single storey extension on front elevation (revised scheme)

RESOLVED – THAT THE PARISH COUNCIL HAVE NO OBJECTIONS TO APPLICATION 20/00844/HOU

21/00850/FUL

Palmers Farm, Brocks Copse Road, Wootton Bridge

Closure of existing access; formation of proposed access

RESOLVED – THAT THE PARISH COUNCIL HAVE OBJECTIONS TO APPLICATION 21/00850/FUL DUE TO THE CLOSENESS OF THE BLIND BEND WHEN COMING INTO WOOTTON AND THE REDUCED VISIBILITY LINES

21/50. Decisions made by the Isle of Wight Council

20/00542/FUL – Approved – Palmers Farm, Brocks Copse Road, Wootton Bridge

21/00508/HOU – Approved – 9 Beechcroft Drive, Wootton Bridge

21/00530/FUL – Approved – 1 Glen Rosa, New Road, Wootton Bridge

21/00532/RVC – Approved – Bodwen, Woodside Road, Wootton Bridge

20/00463/HOU – Approved – 55 Palmers Road, Wootton Bridge

21/00468/HOU – Approved – 161 High Street, Wootton Bridge

21/51. Tree Preservation Orders

21/00337/TW – 64 St Edmunds Walk, Wootton Bridge

T1 Ash – pollard to a shorter height

T2 Ash – pollard to at least one third of the height of the tree.

21/52. Appeal

None

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

21/53. Report by local member.

Councillor D Pitcher provided a verbal report for the meeting. Issues raised included:

- There have been a couple of highways issues
- Church Road (unmade section) – Tim Rogers is due to start works soon
- Enquired with the Isle of Wight Council when resurfacing will commence again for the adopted roads

10. IWALC REPORT

21/54. No Report available, but an email has gone out about to all Councillors with regards to Councillor training.

11. ACCOUNTS.

21/55. To inform members of the date of the internal audit of the 2020/2021 accounts.

The internal audit will be carried out by the 1 June 2021.

21/56. To complete the annual governance statement which forms part of the Annual Return Statement for the year end 31 March 2021.

As the internal audit has not been completed yet this item was postponed to the next meeting

21/57. To receive and approve the 2020/2021 accounts.

As the internal audit has not been completed yet this item was postponed to the next meeting

21/58. To inform members of the date of the external audit for the 2020/2021 accounts.

The external audit of accounts will be held by 30 September 2021. The accounts will either be posted by 30 June 2021 or emailed to the auditor.

21/59. To consider and approve the accounts for payment.

Members were presented with the accounts for payment for May
RESOLVED – THAT THE ACCOUNTS FOR PAYMENT IN MAY TOTALLING £4425.89,
A COPY OF WHICH FORMS APPENDIX A OF THESE MINUTES, BE PAID.

12. MATTERS RAISED BY COUNCILLORS

21/60. Councillor Hailstone asked how much the indemnity cover was. The clerk will check and email out to all councillors.

Councillor Ward raised issues with drains blocked in Park Road and New Road and 2 dips in the road in Mill Square. The clerk will log these highway issues with Island Roads. Animals are getting into black bins along Woodside. Councillor D Pitcher has taken this up with the waste contractor and they will be reviewing it over the next 5 weeks. Councillor Hailstone flagged issues with the dog bin at the junction of New Road and Woodside. The clerk pointed out that the Isle of Wight Council were going to review all bins on the island. Councillor D Pitcher will speak to Natasha Dix at the IWC to see if this is happening.

Councillor Evans and the clerk updated everyone about the recreation ground with regards to the contractors being late with their maintenance which lead to flowers being cut and nests allegedly being disturbed. Subsequently there was a meeting with Lee Matthews (IWC officer) with the options on how things can be done going forward and the possibility of having wild flowers in certain places. There is another meeting on the 19 May to discuss where things can be altered and where wild flowers could be planted.

Councillor Abraham stated the sluice gate is broken again in the Mill Pond. Councillor D Pitcher to speak to Lakeside owners about it. Also there was a lady with a broken hip in the recreation ground and the ambulance could not obtain access via the car park entrance. Still has lots of the walks leaflets and wondered if any other business would like some such as Darwins, PGL and Lakeside.

There being no further business to discuss the meeting closed at 8.37 p.m.

Signed

Date

WOOTTON BRIDGE PARISH COUNCIL
Payments for Approval at Meeting on 18 May 2021

Island Cleaning Solutions - Public Toilets Cleaning April		£953.60
Nigel Murray - Tidyman		£112.50
HP Instant Ink - Printer Ink	DD	£1.99
Isle of Wight Council - Public Toilets Rates (£1060.38pa)	SO	£106.00
Rialtas - Annual Support & Maintenance Licence		£148.80
Groundsell Contracting Ltd - April 2 cuts		£720.00
Focus Plumbing & Heating - leaking cistern in HIC		£54.00
Isle of Wight Council - Annual License Fee		£70.00
Sage Payroll	DD	£21.27
Business Stream - HIC Water Monthly	DD	£5.00
Wightfibre - HIC Phone & Broadband	DD	£50.96
Salaries as Minute E49&E50	SO	£1,453.19
IWC Pension Conts		£428.74
HMRC - Tax & NI		£299.85
		£4,425.90