

MINUTES OF THE MEETING OF WOOTTON BRIDGE PARISH COUNCIL HELD ON  
TUESDAY 22 FEBRUARY 2022 AT 7.00 PM IN THE OLD SCHOOL, NEW ROAD, WOOTTON  
BRIDGE.

Present Councillor Daryll Pitcher – Chair  
Councillors Linda Pitcher, Trish Evans, Lee Lemon, John Ward, Christopher Cory  
and Barrie Hailstone

Also present 8 Members of the Public  
0 Member of the press  
Liz Kingston - Parish Clerk

**Items raised in the Open Forum:**  
None

1. APOLOGIES FOR ABSENCE

**22/16.** Apologies received from Councillor Burley and Councillor Port due to illness and Councillor Abraham due to storm damage

2. DECLARATIONS OF INTEREST

**22/17.** None

3. MINUTES OF THE MEETING HELD ON 18 JANUARY 2022

**22/18.** RESOLVED – THAT THE MINUTES OF THE MEETING HELD ON 18 JANUARY 2022 WERE APPROVED AND DULY SIGNED.

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

**22/19. To discuss and comment on New Road works proposals**

The residents and businesses feel that access must be maintained as a minimum. They would like more information about what the works will entail and how bad the road actually is. They would like a public consultation as well as setting up a working group that includes not only Island Roads and the Isle of Wight Council but a representative from the residents and the local businesses.

RESOLVED – THAT COUNCILLOR D PITCHER WILL SPEAK TO COUNCILLOR PHIL JORDAN ABOUT A PUBLIC MEETING AND ORGANISING A WORKING GROUP.

**22/20. To discuss and agree the following:**

1. Christmas Tree
2. Recreation Signage
3. Jubilee bench and picnic table in Pump Lane

RESOLVED – THAT THE PARISH COUNCIL WOULD ALLOCATE £2000 TO THE PURCHASE AND INSTALLATION OF A CHRISTMAS TREE, WOULD ALLOCATE UP TO £3500 TO REPLACING THE RECREATION GROUND SIGNAGE AND WOULD ALLOCATE £2000 TO THE PURCHASE OF A JUBILEE BENCH AND PICNIC TABLE

**22/21. To discuss, agree and set the precept for 2022/23**

Documents were emailed to the Councillors prior to the meeting and a discussion took place. Appendix A

The view was that the suggested precept of £73,000 was acceptable allowing for the current reserves.

RESOLVED – THAT THE PRECEPT FOR 2022/23 WOULD BE SET AT £73,000 (SEVENTY-THREE THOUSAND POUNDS)

**22/22. To discuss and decide on the grant request from Cowes men in Sheds**  
RESOLVED – THAT THE PARISH COUNCIL DECIDED THAT THEY ARE UNABLE TO HELP AT THE PRESENT TIME.

**22/23. To discuss the Post Office and possible fixed connection line**

This was discussed especially as the Post Office has had equipment issues over the last couple of weeks. The Parish Council want a reliable service for the residents.

RESOLVED – THAT THE PARISH COUNCIL ARE HAPPY TO PAY FOR THE INSTALLATION OF A FIXED LINE UP TO £600.00.

**22/24. To nominate the clerk to the IOW Council Pension Board as the representative of Wootton Bridge Parish Council**

RESOLVED – THAT THE PARISH COUNCIL HAVE NOMINATED THE CLERK TO BE THEIR REPRESENTATIVE ON THE IOW COUNCIL PENSION BOARD

5. PLANNING APPLICATIONS.

**To comment on the following applications:-**

**22/25. 22/00029/FUL**

Tanglewood, Woodside Road, Wootton Bridge, PO33 4JR

Demolition of dwelling; proposed dwelling with detached garage

RESOLVED – THAT THE PARISH COUNCIL HAVE NO OBJECTIONS TO APPLICATION 22/00029/FUL

**22/00173/6PA/**

Oakdene Nurseries, Packsfield Lane, Wootton Bridge

Agricultural Prior Notification for proposed agricultural barn

RESOLVED – THAT THE PARISH COUNCIL OBJECTS TO PLANNING APPLICATION 22/00173/6PA BECAUSE THE ROAD IS UNSUITABLE AND ALL THE DAMAGE TO THE ROAD AND WATER PIPES IS THE FINANCIAL RESPONSIBILITY OF THE RESIDENTS.

**22/26. Decisions made by the Isle of Wight Council**

21/01570/FUL – Approved - Reynards Boarding Kennels, Palmers Road, Wootton, PO33 4NF

21/02511/Hou – Refused – Windy Croft., Park Road, Wotton bridge PO33 4RL

**22/27. Tree Preservation Orders**

None

**22/28. Appeal**

None

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

**22/. Report by local member.**

Councillor D Pitcher provided a written report, (appendix B) for the meeting. Issues raised included:

- Recent storm damage in the village
- Full IOW Council meeting on the 23 February to set Isle of Wight Council precept. Probably increasing by 2.99%.

7. IWALC REPORT

**22/29.** The minutes of the last meeting were circulated to all councillors. Councillor Cory stated that IWALC wanted a dedicated road policing unit. He said he would be attending the IWALC meeting on Thursday about housing needs on the island. He said all members are welcome to attend.

8. ACCOUNTS.

**22/30. To consider and approve the accounts for payment.**

Members were presented with the accounts for payment for January

**RESOLVED – THAT THE ACCOUNTS FOR PAYMENT FOR JANUARY TOTALLING £6879.28, A COPY OF WHICH FORMS APPENDIX C OF THESE MINUTES, BE PAID.**

9. MATTERS RAISED BY COUNCILLORS

**22/31.** Councillor Cory stated that the LAF (Local Access Forum) are aware of the costal path issues as well as the potential gravel extraction.

Councillor Hailstone stated that trees, which have TPOs on, along the end of New Road, Upper Woodside Road and Lower Woodside Road are not being maintained properly. The Clerk will report this to the tree office Jerry Willis.

There being no further business to discuss the meeting closed at 9.07p.m.

Signed .....

Date .....

**WOOTTON BRIDGE PARISH COUNCIL**  
**COUNCIL TAX PRECEPT 2022/23 - 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 were largely funded by grants, however grant funding has largely dried up at the moment therefore any capital expenditure has to be met by precept.

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

**MAJOR PROJECTS/ THREE YEAR PLAN.**

1. Recreation Ground
  - Up grading the current footpath from the High Street to the car park
  - Extending the path to navigate the whole of the recreation ground
  - Replacing benches around the village
  - The possibility of installing a toilet at the site of the old toilets in the rec
  - Maintaining the shrubs and bushes in the rec for the next 3 years
  - Housing needs survey
  - Office maintenance
2. Staffing
  - new trainee assistant

Forecast

The forecast includes monies for a new assistant, a bench marking the Queens Jubilee which will replace an existing one, a wildflower area, a planted Christmas Tree.

Ear Marked Reserves

The finance working group looked at the current reserves (appendix B) and have changed them slightly.

1. The Village plan has become the housing needs survey, which will be started towards the end of 2022 to coincide with the Isle of Wight Council New Planning Policy that should come out in June 23.
2. The election expenses has gone and will be included in the forecasting. The monies have been added to the public conveniences. This will be the start of the fund to cover new toilets at the recreation ground if the council decides they want them.
3. Play equipment has changed to recreation signage and increased to £3000. This is to replace the signs at either end of the recreation ground and to state that the Parish Council cover most of the maintenance costs of the recreation ground upkeep.
4. HIC Maintenance (office) stays as the office needs painting having had the lights changed to LEDs and a door to be put into the back storage area. Part of the costs of this is in the current forecast.
5. Village square maintenance will change to village maintenance and will have £1000. This is to go towards maintaining benches etc in the village.
6. Events will be budgeted for in the forecast so will be deleted from ear marked reserves.
7. Rec path needs to increase to £17165 as the quote has increase by £1165.
8. Public conveniences will increase to £17285 for toilets at the rec.
9. The Footprint Trust, Wootton in Bloom and Business Association will remain the same.

**REVENUE COSTS.**

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

**GENERAL RESERVE FUND**

I estimate that the balance of the General Reserve Fund at 31.3.2022 will be **£56,036**. We also have an emergency/disaster reserve of £37500 and various ear marked pots that total **£49,912**.

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

**RECOMMENDATION – THAT THE COUNCIL TAX PRECEPT FOR 2022/2023 BE SET AT A MINIMUM OF £73,000.**

Although this would leave us with a shortfall for the year, we did have a large surplus in 2020/21 of over £11,000 and people are going to be hit with a higher council tax as well as rising costs of living with regards to electric, fuel and food. The finance working party felt it was better to do small increase each year as required then a large one off one now.

On an estimated tax base of 1405.30 and as a guide only a council tax precept of **£73,000** will convert as follows:-

For a Band D property:

|                    | 2022/23      | 2021/22      | 2020/21      |
|--------------------|--------------|--------------|--------------|
|                    | Estimated    | Actual       | Actual       |
|                    | £            | £            | £            |
| <b>Precept</b>     | <b>73000</b> | <b>70075</b> | <b>70075</b> |
| <b>Grant</b>       | <b>0</b>     | <b>0</b>     | <b>925</b>   |
| <b>Annual Cost</b> | <b>51.95</b> | <b>50.53</b> | <b>50.22</b> |
| <b>Weekly Cost</b> | <b>£1.00</b> | <b>0.97</b>  | <b>0.97</b>  |

Liz Kingston  
Clerk and Responsible Financial Officer

26.1.22

| WOOTTON BRIDGE PARISH COUNCIL BUDGET ESTIMATES 2022/2023 |                          |  |               |               |               |                                                                       |
|----------------------------------------------------------|--------------------------|--|---------------|---------------|---------------|-----------------------------------------------------------------------|
|                                                          |                          |  | 2020/2021     | 2021/2022     | 2022/2023     | Notes                                                                 |
|                                                          |                          |  | Actual        | Estimated     | Estimated     |                                                                       |
| <b>INCOME</b>                                            |                          |  |               |               |               |                                                                       |
| <b>Revenue</b>                                           |                          |  |               |               |               |                                                                       |
| Precept                                                  |                          |  | 70,075        | 70,075        | 73,000        |                                                                       |
| Local Council Tax Support Grant                          |                          |  | 925           | 0             | 0             |                                                                       |
| Interest                                                 |                          |  | 185           | 50            | 50            |                                                                       |
| Contributions to Grass Cutting & Church Yard             |                          |  | 5,600         | 675           | 600           | £4805.54 to repay to IWC re Covid grant                               |
| Events                                                   |                          |  | 0             | 0             | 0             |                                                                       |
| HIC Income                                               |                          |  | 2             | 2             | 100           |                                                                       |
| Donations                                                |                          |  | 150           | 0             | 0             |                                                                       |
| Other Income                                             |                          |  | 7,850         | 0             | 0             | £7850 for Gravel Pit Road. Held for the residents. Still holding £20. |
|                                                          | <b>Total income</b>      |  | <b>84,787</b> | <b>70,802</b> | <b>73,750</b> |                                                                       |
| <b>EXPENDITURE</b>                                       |                          |  |               |               |               |                                                                       |
| Staff salaries incl. Employers NI                        |                          |  | 28415         | 26183         | 33000         | new assistant 15 hrs per week                                         |
| Audit fees                                               |                          |  | 445           | 450           | 455           |                                                                       |
| Professional fees                                        |                          |  | 35            | 0             | 0             |                                                                       |
| Subscriptions                                            |                          |  | 185           | 900           | 900           |                                                                       |
| Insurance                                                |                          |  | 1,226         | 1,376         | 1,526         |                                                                       |
| Stationery & Postage                                     |                          |  | 29            | 100           | 100           |                                                                       |
| Printing Fees                                            |                          |  | 77            | 120           | 100           |                                                                       |
| Newsletter                                               |                          |  | 0             | 1030          | 1,000         |                                                                       |
| Legal Notices                                            |                          |  | 227           | 100           | 151           |                                                                       |
| Website                                                  |                          |  | 143           | 325           | 169           |                                                                       |
| IT                                                       |                          |  | 319           | 2,335         | 350           | New Computers etc £1886                                               |
| Village Toilet Cleaning & Maintenance                    |                          |  | 11,042        | 8,550         | 10,000        |                                                                       |
| Village Square Cleaning                                  |                          |  | 1,288         | 1,313         | 1,313         |                                                                       |
| Contribution to Recreation Ground Maintenance            |                          |  | 5,162         | 8,500         | 10,276        | £1000 re flower area                                                  |
| Environmental officer                                    |                          |  | 1,872         | 2,184         | 2,260         |                                                                       |
| Christmas tree and lights                                |                          |  | 842           | 539           | 2,000         |                                                                       |
| Grass cutting                                            |                          |  | 2,700         | 2,700         | 2,700         |                                                                       |
| Event Expenditure                                        |                          |  | 70            | 70            | 2,000         |                                                                       |
| Election Expenses                                        |                          |  | 0             | 24            | 3,000         |                                                                       |
| <b>Churchyard maintenance:</b>                           |                          |  |               |               |               |                                                                       |
| St Edmunds                                               |                          |  | 1,890         | 1,890         | 1,890         | see above for £300 contribution from PCC                              |
| S137 - Grants                                            |                          |  | 1,050         | 100           | 100           |                                                                       |
| S137 - Wreath                                            |                          |  | 0             | 0             | 50            |                                                                       |
| S137 - Bridesford Cemetery                               |                          |  | 810           | 810           | 810           | see above for contribution from Newport PC                            |
| HIC - Cleaning                                           |                          |  | 162           | 351           | 170           |                                                                       |
| HIC - Maintenance                                        |                          |  | 143           | 1,141         | 1000          |                                                                       |
| HIC - Electric                                           |                          |  | 673           | 900           | 1800          |                                                                       |
| HIC - Water                                              |                          |  | 189           | 76            | 100           |                                                                       |
| HIC - telephone & broadband                              |                          |  | 546           | 546           | 546           |                                                                       |
| HIC - Fire & Alarm                                       |                          |  | 274           | 274           | 274           |                                                                       |
| HIC - CCTV                                               |                          |  | 85            | 212           | 150           |                                                                       |
| Village Maintenance                                      |                          |  | 0             | 100           | 1,000         |                                                                       |
| Post Office                                              |                          |  | 0             | 625           | 1,000         |                                                                       |
| Sundry                                                   |                          |  | 7,498         | 206           | 70            |                                                                       |
|                                                          | <b>sub total</b>         |  | <b>67,397</b> | <b>64,030</b> | <b>80,260</b> |                                                                       |
| <b>Capital</b>                                           |                          |  |               |               |               |                                                                       |
|                                                          |                          |  | 0             | 4,389         | 1,225         | Bench, New signs, flag pole                                           |
| minus Gravel Pit & covid grant                           |                          |  | 5,636         | 810           |               | Gravel Pit paid out £810 still has £20.                               |
|                                                          | <b>Total expenditure</b> |  | <b>73,033</b> | <b>69,229</b> | <b>81,485</b> |                                                                       |
| from/to general reserve fund                             |                          |  | <b>11,754</b> | <b>1,573</b>  | <b>-7,735</b> |                                                                       |

## Report from the Local Member February 2022

### Recent storms

Wootton was spared the worst of the recent storms although there are a few trees down including one on the Rec and a few others on Lushington Hill. Lushington Hill was also closed for a while due to a downed powerline. Station Road was also briefly closed by the police due to wheelie bins being blown onto the carriageway to allow their owners to safely retrieve them. As a precaution waste collections scheduled for Friday were put off until Saturday.

### Full Council

Tomorrow (Wednesday 23<sup>rd</sup>) is Full Council. During this we will be setting the Isle of Wight Council precept for the next year. The likelihood is that it will be a 2.99% increase with 1% going directly to Adult Social Services. I attempted to find enough in the budget to allow for only a 2.49% rise (saving 0.5%) but unfortunately my proposal was found to be unsustainable. We will also be appointing an interim Chief Executive to replace John Metcalfe who is moving on to become Chief Executive of Cumbria County Council. I wish John all the best and thank him for his service.

### New Road

I was as surprised as anyone when Island Roads circulated the letter in January telling residents that work would commence on New Road in April. I have been pushing for this to happen but had no idea concerning the timescale or the plans for a long period of closure. Having listened to the concerns of residents and in partnership with Cllr. Phil Jordan the Cabinet Member for Transport we have negotiated for the works to be postponed for one year to allow for better coordination, consultation and planning of this major task. Our hope is that with better forewarning and smarter working practices from Island Roads we can mitigate as much disruption as possible and give people proper advanced warning of closures. A letter to this effect has started going out from Island Roads.

WOOTTON BRIDGE PARISH COUNCIL  
Payments for Approval at Meeting on 22nd February 2022

|                                                          |    |          |                 |
|----------------------------------------------------------|----|----------|-----------------|
| Chris Attrill - HIC Window Cleaning                      |    | £        | 17.00           |
| Island Cleaning Solutions - Public Toilets Cleaning Dec. |    | £        | 893.60          |
| Clearview Cleaning - Parish Square January               |    | £        | 112.50          |
| Post Office                                              |    | £        | 624.97          |
| IWALC membership                                         |    | £        | 698.51          |
| Business Stream - Public Toilets Water                   |    | £        | 141.68          |
| HP Instant Ink - Printer Ink                             | DD | £        | 3.49            |
| Sage Payroll                                             | DD | £        | 8.40            |
| Business Stream - HIC Water Monthly                      | DD | £        | 5.00            |
| Wightfibre - HIC Phone & Broadband                       | DD | £        | 45.22           |
| Salaries as Minute E49&E50                               | SO | £        | 1,452.24        |
| IWC Pension Confs                                        |    | £        | 428.74          |
| HMRC - Tax & NI                                          |    | £        | 300.97          |
|                                                          |    | <b>£</b> | <b>4,732.32</b> |