

MINUTES OF THE MEETING OF WOOTTON BRIDGE PARISH COUNCIL HELD ON
TUESDAY 17 MAY 2022 AT 7.00 PM IN THE OLD SCHOOL, NEW ROAD, WOOTTON
BRIDGE.

Present Councillor Daryll Pitcher – Chair
 Councillor Barbara Port – Vice chair
 Councillors Barry Abraham, Christopher Cory, Trish Evans, Barrie Hailstone,
 Linda Pitcher, and John Ward.

Also present 2 Members of the Public
 0 Member of the press
 Liz Kingston - Parish Clerk

Items raised in the Open Forum:

Jonny Murphy and Teresa Hall from Ridge Clean Energy gave a presentation on the proposed solar farm along Whiterails Road.

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

22/68. 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.

**22/69. 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

22/70. Apologies received from Councillors Lemon & Burley due to illness

4. DECLARATIONS OF INTEREST

22/71. None

5. APPOINTMENT OF REPRESENTATIVES TO:-

22/72. IWALCs Executive Committee.
RESOLVED – THAT COUNCILLOR CHRISTOPHER CORY AND JOHN WARD
ARE ELECTED TO SERVE ON THE IWALCs EXECUTIVE COMMITTEE

22/73. Wootton Fairway Association.
RESOLVED – THAT COUNCILLOR BARBARA PORT IS ELECTED TO SERVE
ON THE WOOTTON FAIRWAY ASSOCIATION.

22/74. Environmental and Sustainability Forum
RESOLVED – THAT COUNCILLOR BARRY ABRAHAM IS ELECTED TO SERVE
ON THE ENVIRONMENTAL AND SUSTAINABILITY FORUM

22/75. Local Access Forum.
RESOLVED – THAT COUNCILLOR JOHN WARD IS ELECTED TO SERVE ON THE
LOCAL ACCESS FORUM.

22/76. Church Close Management Committee

RESOLVED – THAT COUNCILLOR LINDA PITCHER IS ELECTED TO SERVE ON THE CHURCH CLOSE MANAGEMENT COMMITTEE

22/77 St Edmunds Church Building Trust

RESOLVED – THAT COUNCILLOR LINDA PITCHER IS ELECTED TO SERVE ON THE ST EDMUNDS CHURCH BUILDING TRUST

22/78. Any other Representatives.

No other representatives were needed at this time.

6. MINUTES OF THE MEETING HELD ON 19 APRIL 2022 & 3 MAY 2022

22/79. RESOLVED – THAT THE MINUTES OF THE MEETING HELD ON 19 APRIL 2022 AND 3 MAY 2022 WERE APPROVED AND DULY SIGNED.

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

22/80. 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

22/81. 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:-

22/82. 22/00630/FUL

Land Adjacent The Sheiling, New Road, Wootton Bridge

Proposed five residential lodges with private garden, parking and shared access.

RESOLVED – THAT THE PARISH COUNCIL HAVE OBJECTIONS TO APPLICATION 22/00630/FUL ON THE FOLLOWING GROUNDS:

1. THE SITE IS OUTSIDE OF THE DEFINED SETTLEMENT AREA AND NOT EVEN ADJACENT TO THE DEFINED SETTLEMENT AREA. THIS GOES AGAINST POLICY SP1.
2. THE SITE LIES IN A POPULAR TOURIST AREA, WHICH SHOULD BE MAINTAINED FOR TOURISTS. THIS APPLICATION GOES AGAINST SP4. WITH REGARDS TO THE LOSS OF TOURIST ACCOMMODATION, POLICY SP4 (TOURISM) OF THE ISLAND PLAN CORE STRATEGY ALLOWS FOR THE CONVERSION OR REDEVELOPMENT OF EXISTING TOURIST ACCOMMODATION TO ALTERNATIVE USES WHERE IT CAN BE DEMONSTRATES THAT THE USE IS NO LONGER VIABLE AND THAT THE PREMISES AND/OR SITE HAS BEEN MARKETED FOR A PERIOD OF AT LEAST 12 MONTHS AT AN APPROPRIATE/REASONABLE MARKET PRICE WHICH HAS NOT BEEN DONE.
3. THERE IS NO NEED FOR RESIDENTIAL HOUSING IN WOOTTON BRIDGE, AS THE PALMERS FARM AND LAND BEHIND 69 STATION ROAD COVERS THIS REQUIREMENT.
4. ADDS EXTRA STRESS TO LOCAL HEALTHCARE FACILITIES, CONTRARY TO POLICY DM7
5. THE PROPOSED DEVELOPMENT WOULD RESULT IN AN URBANIZING ENCROACHMENT INTO AN AREA OF UNDEVELOPED LAND RESULTING IN A HARMFUL VISUAL IMPACT ON THE LANDSCAPE CHARACTER OF THE AREA, THEREBY FAILING TO CLEARLY DEMONSTRATE HOW IT WOULD ENHANCE THE CHARACTER AND CONTEXT OF THE LOCAL AREA TO JUSTIFY DEVELOPMENT OF NON-PREVIOUSLY DEVELOPED LAND AND THEREFORE CONTRARY TO POLICIES SP1 (SPATIAL STRATEGY), SP2 (HOUSING), DM2 (DESIGN QUALITY

FOR NEW DEVELOPMENT) AND DM12 (LANDSCAPE, SEASCAPE, BIODIVERSITY AND GEODIVERSITY) OF THE ISLAND PLAN CORE STRATEGY.

22/00793/HOU

86 Station Road, Wootton Bridge

Demolition of garage and conservatory; proposed single storey side and single/two storey rear extensions; alterations (revised scheme)

RESOLVED – THAT THE PARISH COUNCIL HAVE NO OBJECTIONS TO PLANNING APPLICATION 22/00793/HOU

22/83. Decisions made by the Isle of Wight Council

22/00415/HOU – Approved – 1 Froggatts Cottage, High Street, Wootton Bridge

22/00428/HOU – Refused – 157 High Street, Wootton Bridge

22/00277/FUL – Approved – The Railway Station, Station Road, Wootton Bridge

22/84. Tree Preservation Orders

22/00333/TW – PGL Little Canada, New Road, Wootton Bridge

T1 Oak – remove

Granted

22/85. Appeal

None

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

22/86. Report by local member.

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

1. Air monitoring survey to be carried out at the lights by the Cedars.
2. New Isle of Wight Council website is now in beta testing
3. Isle of Wight Council are carrying out a survey regarding pharmacy provision
4. New term times published

10. IWALC REPORT

22/87. No Report available as Councillor Cory was unable to attend.

11. ACCOUNTS.

22/88. To inform members of the date of the internal audit of the 2021/2022 accounts.

The internal audit was carried out on the 11 May 2022

22/89. To complete the annual governance statement which forms part of the Annual Return Statement for the year end 31 March 2022.

A copy of the Annual Governance Statement has been given to the councillors. Appendix B

RESOLVED – THAT THE PARISH COUNCIL AGREED WITH ALL OF THE ACCOUNTING STATEMENTS IN SECTION 1 OF THE ANNUAL GOVERNANCE STATEMENT WHICH WAS THEN DULY SIGNED BY THE CHAIR AND THE CLERK.

22/90. To receive and approve the 2020/2022 accounts.

The Accounting Statement has been given to the councillors. Appendix C

RESOLVED – THAT NO MATTERS AROSE WHICH GAVE CAUSE FOR CONCERN ON THE ACCOUNTING STATEMENT, WHICH THE CHAIR AND CLERK DULY SIGNED.

22/91. To inform members of the date of the external audit for the 2021/2022 accounts.

The external audit of accounts will be held by 1 July 2022. The accounts will either be posted by 31 May 2022 or emailed to the auditor.

22/92. 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 £11,221.82, A COPY OF WHICH FORMS APPENDIX D OF THESE MINUTES, BE PAID.

12. MATTERS RAISED BY COUNCILLORS

22/93. Councillor D Pitcher attended the AGM of AONB and provided a written report (Appendix E).

Councillor Hailstone enquired about 20mph limit being brought in on all roads in the village. Councillor D Pitcher stated that Island Roads are still conducting their speed survey.

There being no further business to discuss the meeting closed at 9.11 p.m.

Signed

Date

Report from the Local Member May 2022

It has been quite a quiet month overall for Isle of Wight Council matters.

As you will all be aware the consultation on the Palmers Farm gravel extraction officially closed on Monday however I have been informed that they will still accept submission for a while yet. There is no fixed date for this so I would suggest that the end of this month (May) be treated as the unofficial final, final cutoff point. Speaking with other Members it seems I may have been optimistic in my suggestion that this would make the September Planning Committee meeting with the newest suggestion that it could in fact be next year before it reaches the committee stage, in part due to the extra information requested by various consultees.

I have been chasing Lee Matthews regarding the gate on the recreation ground.

I have requested an air monitoring survey be carried out at the lights by the Cedars. I am increasingly worried about the amount of idling traffic waiting their turn and the impact on the school and other residents this is having.

The new Isle of Wight Council website is now in beta testing. To access it go to the current site and follow the link.

The Isle of Wight Council are carrying out a survey regarding pharmacy provision. We are quite lucky in the village as we have our own pharmacy and they work closely with the surgery.

The school term times for 2022/2023 have been published. To find them search "Term dates (schools)" on the A to Z section of iwight.com

On New Road I have held a second meeting between the business owners and the Isle of Wight Council. We are looking at ways to reduce the impact on the businesses from long closures.

Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

WOOTTON BRIDGE PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

17/05/22

and recorded as minute reference:

22/89

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

WWW.WOOTTONBRIDGE.ORG.UK

Section 2 – Accounting Statements 2021/22 for

WOOTTON BRIDGE PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	
1. Balances brought forward	126,015	143,406	<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	70,075	70,075	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	14,711	821	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	28,414	26,665	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	38,981	42,301	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	143,406	145,336	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	143,388	148,812	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	138,350	139,913	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A
			✓
			<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i>
			<i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date

17.05.22

I confirm that these Accounting Statements were approved by this authority on this date:

17/05/22

as recorded in minute reference:

22/90

Signed by Chairman of the meeting where the Accounting Statements were approved



WOOTTON BRIDGE PARISH COUNCIL
Payments for Approval at Meeting on 17th May 2022

Chris Attrill - HIC Window Cleaning		£	19.00
Island Cleaning Solutions - Public Toilets Cleaning April		£	884.83
Clearview Cleaning - Parish Square April		£	112.50
Instantprint - 2500 leaflets for council meeting		£	77.88
Groundsell Contracting - Shrub Pruning at Recreation Ground		£	4,615.99
Isle of Wight Jobs - Assistant Clerk Advert		£	106.80
Rialtas - Accounts Software Support for 12 Months		£	154.80
Rialtas - making Tax Digital VAT		£	70.80
Isle of Wight Observer - Assistant Clerk Advert		£	81.00
David Ogilvie - jubilee bench & picnic table		£	2,624.40
Gareth Hughes - internal audit		£	150.00
HP Instant Ink - Printer Ink	DD	£	9.99
Sage Payroll	DD	£	8.40
Business Stream - HIC Water Monthly	DD	£	3.00
Wightfibre - HIC Phone & Broadband	DD	£	44.05
Salaries as Minute E49,E50&E52	SO	£	1,490.71
IWC Pension Conts		£	436.45
HMRC - Tax & NI		£	331.22

£ 11,221.82

Isle of Wight AONB AGM notes

The headquarters of the AONB is moving back to Branstone once the building works there have concluded.

They have organized a number of activities throughout the year including walks (organized in partnership with the New Carnival Co.), Biosphere Big sing, Forest Schools, and attended Wolverton Manor.

The new Agriculture GCSE at Medina school was discussed. This leads to an A Level followed by enrollment at a mainland agricultural college.

Of particular interest to the AONB are the Reddish Buff moth and the Wood Calamint plant both of which are only found on the island. Red squirrels were also mentioned as according to research it appears as though the Isle of Wight variety is slowly evolving away from its mainland brethren due to isolation. This may have influence if a reintroduction plan is tried. Ash dieback is also a problem although information from Kent suggests that there are some species of Ash that are resistant to the disease.

The budget for this year was £574,112 which came mainly from DEFRA and IW Council plus other smaller grants. The main spending was on special projects and salaries.

The UNESCO Biosphere also falls under the AONB.

Under the "Creative Biosphere" tag they have worked with the Arts Council and Island Collective and the IoW Cultural Education Partnership.

There will be new signage by the ferries highlighting the islands biosphere status and urging people to "be considerate".

The UNESCO Biosphere is not just about wildlife it is about people, history and place.

They are entering into partnership with other Biosphere reserves including some in northern France to create a collective and promote the various areas. The Isle of Wight offer will be our culinary, agriculture and fisheries including past and present.