



Ordinary meeting, 20 March 2017, 7.00pm at St Helens Community Centre

**Present: Councillors:** J Bacon, A Campbell, J Coleman, V Duckett, J Robertson,  
N Ryan [for part], I Thomson;  
**Clerk:** P Baxter;  
**Public:** Three.

## Minutes

Action

The Chairman advised that the meeting agenda would be varied to bring forward items on the Village Fayre and finance.

### 035/2017 Apologies-

There were none.

### 036/2017 Declarations of interests and requests for dispensation-

There were none.

### 037/2017 Minutes-

Cllr Duckett proposed, seconded Cllr Ryan, that the Minutes of the Council meeting held on 13 February 2017 be approved.

**Resolved** – Unanimous.

### 038/2017 Public participation-

Mr Anderson queried whether the Village Fayre was a function of the Council and, if not, how may any residual financial liabilities be covered. The Chairman advised that the related agenda item would address the matter;

Mr Thorpe (Bembridge Harbour Authority) expressed his support for the concept of creating a Right of Way along the Embankment Road/RSPB footpath.

### 039/2017 Village Fayre co-ordination arrangements-

Cllr Ryan advised that the Fayre was not part of the Council's activities, that she had been the organiser for several years, and that she was no longer available to continue. The next Fayre is due on 25 June, and more than one person would be required to organise it if the event is to continue. Cllr Ryan confirmed that a dedicated bank account exists, within which funds raised over the years remain on behalf of the Youth Club project. It was **agreed** that whilst the Council supported the Fayre continuing it would not be run by the Council itself, and that volunteers should be encouraged to come forward.

### 040/2017 Finance-

a) The RFO presented the following invoices for authorisation:

Chq No	Payee	Amount £
300080	IW SLCC (L Dyer course)	20.00
300081	Laceys removals (archive storage)	164.58
300082	Community Centre (room hire)	52.00
300083	P Baxter (office allowance, ink, postage)	96.22
300084	SSE (electricity toilets)	136.63
300085	SSE (electricity toilets)	102.06
300086	I Thomas (expenses batteries)	63.84
300087	Community ActionIW (payroll)	523.04
300088	St Helens PCC Burial Ground Grant	250.00

Cllr Ryan proposed, seconded Cllr Robertson, that all invoices be authorised.

**Resolved** – Unanimous.

b) [see later minute for S.106 item]

[Cllr Ryan left meeting at 7.20]

### 041/2017 Managing public engagement with the Council and participation in Council meetings-

The Council **noted** the Clerk's circulated briefing, and **agreed** to defer a review of public engagement and participation after a Members' training session to be arranged following elections in May.

PB

#### 042/2017 Report of the Parish Plan Working Group

The Clerk reported on the Group's meeting on 13 March, at which it reviewed its work up to September 2015 (its last meeting). That work had established an Emergency Planning Team that now had a working Plan in place, and a Youth Club project which had recently been re-vitalised and is preparing to publish its own plans for the future. The Group concluded that the remaining issues most pressing for the community could be addressed more directly by the Council establishing its own work programme over a rolling period. The Group therefore recommended, and the Council **agreed**, that the Working Group be disestablished, absorbing the outstanding community issues into an internal Plan process to be developed after the May elections. The Clerk undertook to circulate a draft Plan template for consideration.

PB

#### 043/2017 The provision of maintenance services to the public realm-

The Clerk reported that contact had been made with the Bembridge Parish Council Clerk, with a view to securing the use of the Parish Lengthsmen within a call-off partnership arrangement. The Lengthsmen would have the skills and experience to tackle many of the more minor maintenance issues in this parish, with a works ordering and invoicing process to be devised. Cllr Thomson proposed, seconded Cllr Duckett, that the Clerk be authorised to secure suitable and efficient arrangements with the Clerk to Bembridge Parish Council if that Council itself agreed to the scheme at its meeting on 21 March.

**Resolved-** Unanimous.

#### 044/2017 Managing maintenance of St Helens village greens-

- a) The Clerk reported on correspondence and representations to Members on the ongoing condition of the Greens;
- b) The Clerk presented a discussion paper outlining the powers and duties of both the IW Council and this Council, in regard to the maintenance of the Greens. A Partnership Agreement in place between the two councils sets out the obligations agreed by both parties but which, on pre-renewal review, would benefit from some clarification. It was proposed by Cllr Thomson, seconded Cllr Bacon, that the Clerk be authorised to enter into negotiations with IW Council officers on proposed changes and clarifications to the Agreement, with a view to increasing the costs contribution to underpin minor works in addition to the current grass cutting schedule.

**Resolved (4-0)-** For: Cllrs Bacon, Campbell, Robertson, I Thomson. Abstained: Cllrs Coleman, Duckett.

PB

- c) The Clerk reported receipt of a resident's request for a 'No Through Road' street sign to be placed at the entrance to the unadopted section of Lower Green Road, with the site likely to be on Common Land. The Clerk was asked to notify the applicant of the Council's understanding of the traffic management issue outlined, but that it could not support the placing of such a notice on The Green. An alternative location and wording was suggested for the Clerk to include in a response.

PB

- d) The Clerk recommended that the Council subscribe to Parish Online for GIS mapping services. Cllr Coleman proposed, seconded by Cllr Duckett, that the Clerk makes arrangements.

**Resolved (5-0)** For: Cllrs Bacon, Campbell, Robertson, Coleman, Duckett. Abstained: I Thomson.

PB

#### 045/2017 Duver Road bench-

Cllr Thomson proposed, seconded Cllr Bacon, and all **agreed** that the bench be removed and disposed of, using the services of the Bembridge Parish Lengthsmen, if such a scheme can be agreed.

#### 046/2017 Siting of Christmas Tree, December 2017-

Cllr Coleman asked the Council to consider siting a single tree for Christmas 2017, located either on the petanque pitch or a nearby solid base already set in The Green turf. The Council **noted** the suggestion, which would be considered again upon completion of local public consultation on the possible impact of such a siting.

JC

#### 047/2017 Village Carnival support-

The Clerk reported liaison with the organiser of the annual Carnival, in which it was established that the Council did not manage this event. Accordingly, the Clerk had advised that the Council's insurance would be unlikely to be of use to the organisers. The Council **noted** that it did not wish to invite the Carnival to become a Council-run event, and that it does have a small grants budget should a request be received for support.

**048/2017 Civic Day: Celebration of Island Conservation Areas by the Isle of Wight Society-**

The Clerk reported receipt of an invitation from the Isle of Wight Society to take part in this event. It was **agreed** that the Historical Society be invited to consider how it may support the initiative.

**049/2017 Waste Bins and notices-**

a) It was proposed by Cllr Duckett, seconded Cllr Bacon, that the damaged dog bin at Mill Lane be replaced at a cost of £86 plus fitting charges.

**Resolved** – Unanimous.

b) It was proposed by Cllr Thomson, seconded Cllr Campbell, that a 1100lt green-coloured 'wheelie' bin be rented for weekly emptying, and placed at Old Church Green commencing 10 April until 30 September, with potential for extending into October depending on demand.

**Resolved-** Unanimous.

c) Cllr Duckett undertook to liaise with Cllr Ryan on a survey for the placement of the K9 dog fouling signs.

PB

PB

VD

**050/2017 Horticultural improvements in the public realm-**

Cllr Thomson outlined proposals for the improvement of the Latimer Rd garden area, using funds to be donated by the Horticultural Society, and subject to a planting scheme to be developed with the Grounds Maintenance contractor. The proposals were **agreed** in principle, subject to ratification when details are available.

Cllr Coleman advised that the Nelson Quay traffic island would be improved by the Grounds Maintenance contractor, with weeding and spraying. A quotation is pending for the provision of additional shingle to be placed around the anchor feature.

PB

PB

**051/2017 Nelsons Quay street lamp-**

The Clerk reported that a quotation had now been received following a site meeting with F W Marsh. Further clarification was required as the glazing element was unreasonable. The Clerk noted that ownership of the traffic island (and therefore ownership of the street lamps) remained in doubt. It was **agreed** that a chargeable search of the Land Registry would be made before committing to repairs. It was also **noted** that a street lamp at the Village Green car park was defective, with the suggestion that if this Council repairs one it should deal with all. The Clerk undertook to make further enquiries with IW Council and Island Roads.

PB

**052/2017 Rights of Way-**

Cllr Robertson did not put his motion to write a letter of support as events had superseded the matter. It was **noted** that this Council would be consulted by IW Council once a scheme to create a right of way was developed, and Mr Thorpe was thanked for his earlier supportive comments.

**053/2017 Cleaning of public toilets-**

The Clerk reported on his meeting with the cleaning contractor and confirmed the costs and charging arrangements. Cllr Robertson proposed, seconded Cllr Coleman, that the current financial arrangement continue until 31 March 2018 or earlier if terminated with one month notice.

**Resolved- (5-0)** For: Cllrs Bacon, Campbell, Robertson, Coleman, Duckett. Abstained: I Thomson.

**054/2017 Storage of Council document archives and sundry physical assets-**

The Clerk reported on the storage and retrieval of archive documents and some physical assets placed into storage by his predecessor. Costs had been incurred, but now contained as storage will remain with the Clerk or County Archivist as appropriate.

**055/2017 Financial Risk Assessment-**

Cllr Campbell proposed, seconded Cllr Bacon, that the Financial Risk Assessment for 2016/17 be adopted.

**Resolved-** Unanimous.

**056/2017 Asset Register-**

The Clerk presented the Asset Register for 2017, noting that entries were at assumed cost and not depreciated, as critically noted by External Audit in 2016. The Register was **agreed**.

**057/2017 Finance-**

b) The Clerk advised that the 2008 S.106 funds allocation was committed by IW Council in 2016 and explained the rules for such expenditure.

**058/2017 Maintenance-**

There was none.

**059/2017 Member matters-**

- a) No questions deposited.
- b) The Clerk explained the rules for elections 'purdah', and the limitations on the next meeting agenda, including deferring Public Participation.
- c) There were no items requested for the next agenda.

**060/2017 Annual Parish Meeting, 2017-**

The Clerk set out options for the design of the forthcoming Annual Parish Meeting, including inviting a guest presentation, and community organisations to make short 'thumb-nail' presentations. It was **agreed** that the Clerk would secure available dates in May for Members to consider, assemble a list of possible organisations, and that the Historical Society would be invited to make an opening presentation.

**061/2017 Date of next meeting-**

The date of the next meeting, scheduled for 10 April 2017 was confirmed.

Meeting closed at 9.11pm

PB

---

Signed ..... (Chairman) 10 April 2017