

NITON AND WHITWELL PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF NITON AND WHITWELL PARISH COUNCIL HELD REMOTELY ON MONDAY 18th MAY 2020 AT 7:25 PM

PRESENT: Councillors T Addison (Chairman), S Biles, J Boileau Goad, S Burridge, M D Hughson, L Sheerin and J A Stotesbury

IN ATTENDANCE: Councillor D Stewart (IW Council) and Mrs V J Ford (Clerk to the Council)

APOLOGIES: None received

COUNCILLOR ADDISON (CHAIRMAN OF THE COUNCIL) IN THE CHAIR

It was noted that the Clerk had received no requests from members of the press or public wishing to join the meeting.

M01/05/20 ELECTION OF CHAIRMAN

Councillor Boileau Goad reminded all present that, during the preceding year, the Standing Order limiting the period of continuous chairmanship to 2 years had been removed. He asserted that the Parish Council's current position relating to Covid-19 and Castlehaven needed continuity.

RESOLVED: that Councillor Addison be elected Chairman for the year 2020/21.

Councillor Addison agreed to sign the Declaration of Acceptance of Office.

COUNCILLOR ADDISON (CHAIRMAN OF THE COUNCIL) IN THE CHAIR.

Members of the Parish Council, Councillor Stewart and the Clerk expressed their appreciation for Councillor Addison's work as Chairman over the past year.

M02/05/20 ELECTION OF VICE CHAIRMAN

RESOLVED: that Councillor Boileau Goad be elected as Vice Chairman for the year 2020/21.

Councillor Boileau Goad agreed to sign the Declaration of Acceptance of Office.

The Chairman, members of the Parish Council, Councillor Stewart and the Clerk thanked Councillor Boileau Goad for his work as Vice Chairman over the past year.

M03/05/20 DECLARATIONS OF INTERESTS

There were no Declarations of interests.

M04/05/20 APPOINTMENT OF STANDING COMMITTEES AND WORKING PARTIES

RESOLVED: that the following appointments be maintained:

Planning Committee	All members (Chairman Cllr Burridge)
Footpaths Working Party	Cllrs Boileau Goad, Fradgley, Hughson, Logan and Sheerin
Recreation Ground Working Party	Cllrs Biles, Boileau Goad and Stotesbury
Skateboard Half Pipe Working Party	Cllrs Logan and Stotesbury

M05/05/20 APPOINTMENTS TO OUTSIDE BODIES

RESOLVED: that the following appointments be made:

IWALC Executive Committee	Cllr Burridge
IWALC Deputy	Cllr Boileau Goad
Health and Well-being Advocate	Cllr Logan
Age Friendly Champion	Cllr Logan
Police Priorities	Cllr Hughson (Deputy Cllr Burridge)

M06/05/20 REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

All members had before them draft revised Standing Orders and the existing Financial Regulations for review.

RESOLVED: that the Standing Orders, as presented by the Clerk and including arrangements for remote meetings at paragraph 3 y, be adopted.

RESOLVED: that the existing Financial Regulations be retained without change.

RESOLVED: that, at Regulation 2.2, the Vice Chairman be appointed to verify bank reconciliations (for all accounts) produced by the Responsible Financial Officer (RFO).

M07/05/20 REVIEW OF BANK MANDATES

It was noted that the mandate for the Lloyds Bank current and instant access savings accounts had been revised in August 2019 and was up to date.

RESOLVED: that the signatories for the National Savings and Investment account (the Bequest Account) be Councillors Addison, Fradgley and Hughson and the Clerk; and that all other signatories be removed.

RESOLVED: that the signatories for the Churches, Charities and Local Authorities (CCLA) Public Sector Deposit Fund (PSDF) account be Councillors Biles, Boileau Goad and Burridge and the Clerk; and that all other signatories be removed.

M08/05/20 SUBSCRIPTIONS

RESOLVED: that the Council approve the subscriptions to the Isle of Wight Association of Local Councils (IWALC), the Society of Local Council Clerks (SLCC) and IW Sports Foundation (IW Sports and Recreation Council) for the coming year, 2020/21.

M09/05/20 MINUTES

RESOLVED: that the minutes of the meeting held on 23rd March 2020 be taken as read, confirmed and signed as being an accurate record of the proceedings.

M10/05/20 FINANCE

Members had before them a schedule showing a cashbook balance of £95,569.59 in the General Funds (including £4,616.63 earmarked reserves), £25,450.88 in the Public Sector Deposit Fund and £6,315.74 in the Bequest Account. A schedule of accounts for payment was also before the meeting.

RESOLVED: that the Financial Statement to 11th May 2020 be received and noted.

* Already paid: for ratification only

Cheque Number	Payee	Details	Amount £
DDR*	The Information Commissioner	Registration renewal 2020/21	35.00
E Trans*	Mr A D Rowe	Smugglers Trail map	285.00
E Trans*	Beardsalls	Smugglers Trail leaflets	369.60
E Trans*	Whitwell Garage	Diesel for CRAB Niton minibus	50.62
E Trans*	V J Ford	Clerk's salary: April 2020	708.90
E Trans*	V J Ford	Clerk's expenses: April 2020	339.16
E Trans*	Wilma Jackson	CRAB Whitwell expenses	21.45
E Trans*	Community Action IOW	400 face masks	420.00
E Trans*	Mr G W Hughes	Internal Audit Fee 2019/20	145.00
E Trans	John O'Conner (GM) Ltd	Mow/strim Niton Recreation Ground	123.00
E Trans	V J Ford	Clerk's salary: May 2020	708.90
E Trans	V J Ford	Clerk's expenses: May 2020	201.57
E Trans	Natural Enterprise Limited	Gift to Nature ranger services for Castlehaven Village Green 2020/21	600.00
E Trans	Wilma Jackson	CRAB Whitwell expenses	53.10
		Total	4,061.30

RESOLVED: that the Parish accounts as listed above be approved for payment.

Councillor Boileau Goad thanked the Isle of Wight Council for the timely funding to support the Niton and Whitwell Community Back-up And Response (CRAB) groups.

RESLVED: that the annual direct debits in favour of the Information Commissioner (£35) and the Isle of Wight Sports Foundation (£5) be re-approved.

M11/05/20 ANNUAL ACCOUNTS AND INTERNAL AUDIT 2019/20

Members had before them internally audited accounts for the year ended 31st March 2020. The Internal Auditor's report was discussed and it was noted that there were no recommendations arising from the audit.

RESOLVED: that the annual accounts be adopted and signed.

RESOLVED: that the Internal Audit Report 2019/20 and Annual Internal Audit Report (AIAR) be accepted.

M12/05/20 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN: ANNUAL GOVERNANCE STATEMENT 2019/20

RESOLVED: that, having reviewed its internal controls as part of the risk assessment adopted on 27th January 2020 (M06/01/20), the effectiveness of its internal audit process by delegated authority on 21st

April 2020 (Delegated Authority Decision Log) and received its internal audit report 2019/20 (M11/05/20), the Annual Governance Statement as prepared by the Clerk be approved and signed.

M13/05/20 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN: ACCOUNTING STATEMENTS 2019/20

RESOLVED: that the Accounting Statements as prepared by the Clerk be approved and signed.

M14/05/20 PARISH COUNCIL INSURANCE

Two viable quotations for the renewal of Parish Council insurance had been received. All members had before them a table prepared by the Clerk, which provided a comparison between the cover and premiums of the two viable policies.

RESOLVED: that the Parish insurance cover be arranged with Aviva Insurance through BHIB Insurance Brokers for one year commencing 1st June 2020.

M15/05/20 PLANNING APPLICATION

Members had before them one Niton planning application.

RESOLVED: that the Clerk be asked to submit to the Isle of Wight Council the comments set out in the Appendix which forms part of these minutes.

M16/05/20 PLANNING DECISIONS

Members were notified of the following planning decisions:

1. 20/00268/HOU: Proposed part replacement roof to thatched on kitchen and thatched canopy over french door to the rear at 1, Nettlecombe Cottages, Nettlecombe Lane, Whitwell: **GRANTED**
2. 20/00296/HOU: Demolition of existing garage; proposed single storey side extension at Little Thatches, High Street, Whitwell: **GRANTED**
3. 20/00346/HOU: Demolition of garage and greenhouse; proposed carport/machinery store (readvertised application) at Kingates Farm, Newport Road, Niton: **GRANTED**
4. 20/00423/FUL: Proposed detached dwelling with parking and vehicular access (revised scheme) on land adjacent to Niton Manor, Pan Lane, Niton: **GRANTED**
The Parish Council noted that planning permission had been granted against the recommendation submitted under delegated authority.

The Chairman and the Clerk thanked Councillor Burridge for her work as Chairman of the Planning Committee over the past year.

M17/05/20 ISLE OF WIGHT COUNCILLOR'S REPORT

Councillor Stewart praised the Parish CRAB teams, who were doing a great job looking in after vulnerable residents. He listed some of the many tasks being undertaken by the volunteers, including making face masks.

Councillor Stewart reported that he had been monitoring the Allotment Road car park over the past weeks and that "abandoned vehicles" did not constitute a major problem at the moment.

The Isle of Wight Council were to resume meetings remotely in June. Further work on the Draft Island Planning Strategy may be postponed until after the elections in May 2021.

The Chairman thanked Councillor Stewart for making time to attend Parish Council meetings.

M18/05/20 COUNCILLORS' REPORTS

Councillor Sheerin reported that she had received complaints regarding horse riding on footpath NT26 behind Greenlyd Close; Councillor Stewart undertook to pursue the matter.

Councillor Boileau Goad had observed cyclists speeding along footpath NT21; Councillor Stewart undertook to pursue the matter. Councillor Boileau Goad expressed the need for a Parish minibus to support the local community, to be run, or managed, by South Wight Area Youth Partnership (SWAY) and to be used for transporting patients to medical appointments, Parish excursions etc etc. The Community Back-up And Response (CRAB) team had benefitted greatly by the use of the John's Club minibus but the need was long-term too. The Chairman suggested that someone take responsibility for putting together a 3-year simple business case, including identification of a safe storage place, arrangements for and cost of insurance and a maintenance plan. Once this was ready, the matter should become a formal agenda item.

The Chairman recorded thanks to Mrs Ann Innes, who had resigned from the Parish Council after 37 years' service, and asked the Clerk to purchase an appropriate "thank you".

Councillor Stotesbury outlined the purpose of the CRAB Business Alliance (CRABBA) in encouraging local businesses to give mutual support. He also informed members that there would be a community party at the end of the current crisis. The Chairman expressed the Parish Council's thanks to the CRAB Teams and also to Councillor Stewart for his involvement.

M19/05/20 DELEGATED AUTHORITY DECISION LOG

All members had before them the log of decisions taken jointly by the Chairman and Clerk under delegated authority, minute M04/03/20 refers.

RESOLVED: that the decisions taken up to the date of the meeting (18th May) be ratified.

RESOLVED: that, due to the rapidly changing situation with regard to the Covid-19 pandemic, delegated authority be retained by the Chairman and Clerk until the next meeting (22nd June 2020).

M20/05/20 SOUTHERN VECTIS ROUTE 6 WINTER SUNDAY SERVICE

The Parish Council had been asked by Chale Parish Council to consider in principle support for a "free to all" winter Sunday service. Southern Vectis had advised that the additional cost per day would be £150 if no fares were taken, which would represent an additional £50 per day per Parish Council.

RESOLVED: not to support in principle a "free to all" winter Sunday service on the grounds of the additional cost.

M21/05/20 MEMORIAL BENCH, NITON FOOTBALL GROUND

The Clerk had been contacted by the relative of Mr and Mrs Bert Mew with respect to the bench dedicated to their memory and sited at Niton football ground. The bench had fallen into disrepair and required replacement. Councillor Sheerin explained that, once the football pitch had been moved over slightly, several memorial benches would be placed on the sideline. She suggested that a new bench dedicated to Mr and Mrs Mew could be included.

RESOLVED: that the Clerk contact Mr and Mrs Mew's relative to explain the situation.

RESOLVED: that the cost of the replacement bench be shared by the Parish Council and Mr and Mrs Mew's relative.

M22/05/20 REQUEST FOR GRANT FUNDING

A request had been received from Niton Womens' Institute for funding to support the maintenance of flowers in the brick planters in Niton village.

RESOLVED: that a grant of £55 be awarded and the Parish Council's thanks conveyed to the WI members.

M23/05/20 CASTLEHAVEN VILLAGE GREEN

The Chairman reminded members of the current position with regard to Castlehaven Village Green, including:

- The location of a recently installed concrete base, which is regarded to be on land belonging to either the Village Green or a third party and / or in the line of public footpath NT46;
- The requirement for permission from Natural England before carrying out certain works within an Area of Special Scientific Interest (SSSI);
- The height of the structure erected within the SSSI.

RESOLVED: that the Parish Council formally pursue all of the above issues.

There being no further business the Chairman closed the meeting at 8:56 pm

Signed..... Date.....

APPENDIX TO MINUTES

COMMENTS ON PLANNING APPLICATIONS

1. 20/00330/HOU: Relocation of timber chalet (currently used as a cafe) into rear garden and to be used solely for purposes that are incidental to the enjoyment of the dwelling house (revised plans)(readvertised application) at Fields Nursery, Town End, Niton: **RECOMMEND APPROVAL**