



FRESHWATER PARISH COUNCIL
Parish Office 01983 752000

**MINUTES OF A MEETING OF THE FRESHWATER PARISH COUNCIL HELD ON
TUESDAY 6th DECEMBER 2022 AT 7.16 PM IN THE COUNCIL CHAMBER,
MEMORIAL HALL, FRESHWATER**

PRESENT: Councillors: A Bamford (Elected Chair for the meeting), L Becker, C Bray, E Cox, D Hicklin, C Jarman, G Kennett, K Fosbury, B Hobbs, J Medland, and N Thomas.

Members of the public: 0

Clerk: H Rowell

1. APOLOGIES

Councillors D James, G Cameron and B Hinton MBE.

**2. TO AGREE THE MINUTES OF THE FRESHWATER PARISH COUNCIL
MEETING HELD ON THE 1st NOVEMBER 2022.**

The minutes of the meeting held on 1st November (having been circulated) were agreed (CB/NT).

**3. TO INVITE COUNCILLORS TO DECLARE AN INTEREST IN MATTERS ON
THE AGENDA.**

None.

**4. TO RECEIVE QUESTIONS ON THE AGENDA FROM MEMBERS OF THE
PUBLIC (UP TO 15 MINUTES).**

None.

**5. TO ACCEPT WRITTEN REPORTS FROM FRESHWATER WARD
COUNCILLORS.**

Reports received from Cllr Spink, Cllr Jarman and Cllr Medland see Appendix 1.

6. CLERK'S REPORT (CIRCULATED TO COUNCILLORS).

Christmas Report from the Administrative Assistant

This year the budget has been reduced to £4000, as you will see the village has now been lit up and everything went okay with a little help from the local community to put up one of the real trees and help from the Clerk, Cllr Bamford and the Community Development Officer

and Mel for helping with the artificial trees, without their help I would not have got these done on time. I should come in under budget as it currently sits at £3897.89.

Unfortunately, the Library tree was vandalised the same night it went up and the lights were disconnected and damaged. Someone has also tried pulling the lights off the library building, and it looks like they have tried to burn the wires with possibly a lighter.

We have had 16 entries for the window competition and the judges this year are staff from Wightlink, Red Funnel and Southern Vectis. Winner to be announced 19th December.

Free Parking will be for 3 days 22nd, 23rd and 24th December as requested by shop owners. I am proposing to remove the 32 artificial trees and replace them with something different. Unsure yet what we could put through the village instead. Over half of the trees are in a terrible state, and it takes a week or so to light the trees, set off the timers and then takes a few days in January to remove all the batteries, take the lights off the trees and store them away safely. The lights could be used elsewhere.

Moa Place Phone Box

I have been in conversation with the Community Heartbeat Trust about a defibrillator for the phone box, which they are happy to fundraise for and install, provided there is electricity. They did want to mention that there is one outside the Sports Centre also. They were a little bit concerned about the risk of vandalism.

Draft Island Planning Strategy

I was contacted by Cllr Paul Fuller (Cabinet Portfolio for Planning) with the following request:

“I have been asked to convene a meeting to address Freshwater’s objection to the Island Planning Strategy. Please could you circulate to me as Cabinet Member, Freshwater Parish Council’s concerns that Freshwater PC has raised with the Island Planning Strategy? It is my intention to take these forward to be discussed with Planning Officers and Ward Members.” I sent Cllr Fuller the comments that were submitted by the Parish Council as part of the consultation process.

Audit

The mid-year audit is in process and the report will be provided to the Parish Council when completed.

I have had confirmation from the auditors that the process for payments for the Heritage Centre Rent is acceptable practice in a difficult situation, providing we have a full audit trail.

7. CORRESPONDENCE

Noted.

8. TO AGREE ACCOUNTS FOR PAYMENT - LIST CIRCULATED TO COUNCILLORS FOR INFORMATION.

Payments (having been circulated) were agreed (EC/LB).

9. TO CONSIDER COMMUNITY GRANT APPLICATIONS – CLLR BAMFORD.

It was agreed to award a grant of £8,000 to Gift to Nature to support the management of Golden Hill and Afton Marsh. (CB/GK).

It was agreed to award a grant of £100 towards the Senior Citizens Christmas Lunch at the Memorial Hall.

10. TO AGREE BUDGET AND PRECEPT FOR PUBLIC CONSULTATION – CLLR BAMFORD.

It was agreed to put forward four options for the budget and precept consultation in January as follows:

Options	Precept % increase	Band D increase	Implications	Annual Budget
1.	16%	£18.00 per year	£0.00 Community Grants.	£341, 261
2.	26%	£30.00 per year	£30,000 available in Community Grants.	£371,261
3.	31%	£36.00 per year	£45,000 available in Community Grants.	£386,261
4.	43%	£51.00 per year	£81,667 available in Community Grants (as 2022/23)	£422,928

11. TO AGREE PLANS FOR THE ANNUAL PARISH BUDGET CONSULTATION – CLLR BAMFORD.

The consultation will be held between 10-2pm and 4pm -7pm on Wednesday 25th January. The Administration Assistant will be inviting Councillors to provide times when they can attend. Not only will the consultation be the face-to-face event but also more widely through social media and connecting with local organisations and businesses.

12. PARISH COUNCIL STRATEGIC PLAN – CLLR BAMFORD.

Cllr Bamford proposed a meeting is held between Councillors and staff to explore the vision for the next 3-5 years for the village. It was agreed that a meeting will be organised in February 2023. (AB/JM). This will include a question at the consultation to gather views from residents to capture their vision for Freshwater.

13. PROPOSAL FOR A PARISH COUNCIL TREE FOR THE ALL SAINTS CHRISTMAS TREE CELEBRATION – CLLR COX.

During my attendance on behalf of Freshwater Parish Council at the All Saints Church in Freshwater on Remembrance Sunday, I was approached by Lynn Lawrence, and asked if the Parish would like to supply and decorate a tree for this year's celebration.

On Wednesday 16th November 2022 I circulated that invitation to the Clerk and all Councillors. The details are so follows:

“A Celebration of Christmas Trees at All Saints Church

We would like to invite you to take part in an event during 8th - 14th December in All Saints church, Freshwater, celebrating the Christmas Tree. This would entail providing and decorating a tree of your choice (preferably 4-6ft in height) to stand in the church and advertise what your group does within the community, as well as giving you the opportunity to raise a little money for your cause or charity.

We are limited to space and it would be on a first come, first served basis that your tree would be allocated a place. We will ask you to put up your trees on 6th/7th December letting me know what is best for you.

The trees will remain in the church over the Christmas period and will come down on 29th/30th December, again let me know what date suits you.

If your tree would need an electrical point that would be feasible and lights on the tree do make a difference.

Our intention is to start the proceedings on the 8th December, around 3pm with a short opening service, hopefully led by Leisa our vicar and our school children, to bless the trees and officially turn on the lights, this is still to be agreed.

We will have entertainment on the Saturday 10th December with mulled wine and mince pies. On the afternoon of Sunday 11th December. we will have cake, tea and other Christmas surprises with music provided by the Sandown and Shanklin Military Band.

The church cafe will be open twice a day to offer visitors not only a chance to see the trees but the opportunity to have a hot drink, a warm, a chat and the chance to soak up the lovely atmosphere of the church, should they wish. There will also be a sales table available where last minute Christmas Presents may be purchased.”

If the Council is minded to agree to our participation and after discussions with some Councillors and the Clerk I would like to submit the following proposal:

I propose that we accept the invitation to place a tree in the Christmas Tree Celebration at

All Saints Church.

If the Council is minded to accept this proposal, I will supply the tree and base decorations, which will be candy canes. I can provide the baubles and curling ribbon, I am open to other suggestions but remind Councillors we have no budget for this project. I will install the tree and remove it at the end of the celebration. I will collect any completed baubles along with any other paperwork and return it all to the Parish Office.

It was agreed to have a tree at the celebration that will depict pictures of the Parish and the work and responsibilities of the Council. Information will also be provided inviting people to the consultation. (EC/JM).

14. TO AGREE THE AMENDMENTS TO THE STANDING ORDERS AND ADOPT THEM – CLLR COX.

New Standing Orders along with proposed amendments, with reference to the existing Standing Orders were presented to Councillors. Unfortunately, Cllr Jarman's amendments haven't been received by the Clerk, so Cllr Jarman will resend them, and the item will be deferred to the next full Parish Council Meeting.

15. TO CONSIDER POSSIBLE AMENDMENTS TO THE TERMS OF REFERENCE (TOR) POLICY AND REQUEST ALL CHAIRS UPDATE/CREATE A TOR FOR THEIR RESPONSIBILITIES TO BE RATIFIED AT THE JANUARY 2023 FULL COUNCIL MEETING – CLLR COX.

As this item relates to the adoption of Item 14, it was agreed to defer it until the February Meeting of the Full Parish Council.

16. TO CONSIDER PROPOSALS FOR THE RE-FORMATION OF THE STRATEGY GROUP AND THE ADOPTION OF A TOR FOR THE GROUP FROM THOSE PRESENTED. IF AGREED, TO ELECT THE MEMBERS, A CHAIR AND VICE-CHAIR AND TO AGREE THE DATES AND TIMES OF THE FIRST 2 MEETINGS – CLLR COX.

Unfortunately, Cllr Jarmon's amendments haven't been received by the Clerk so he will resend them. Therefore, this item was deferred until a future Parish Council Meeting.

17. TO AGREE THE AMENDMENTS TO THE CODE OF CONDUCT IN RESPECT OF PARISH COUNCILLOR ATTENDANCE AT EXTERNAL MEETINGS – CLLR JARMAN.

The addendum was presented to Councillors. Cllr Hobbs requested additional clarification relating to the views and decisions of the Parish Council, specifying that these are minuted decisions. Cllr Hobbs will provide the Clerk with some wording that can be included. Cllr Cox suggested that the addendum needs to include when Councillors are not only attending an event as a Parish Councillor, but also perceived to be acting in their role as a Parish

Councillor. Both amendments were accepted, and the updated addendum will be brought to the next Full Parish Council Meeting for adoption.

18. TREE WORKS REPORT – CLLR BRAY.

Following recent storms more Aspen trees were damaged and extra tree work was required to make them safe. A Horse Chestnut tree on School Green Road lost a large branch which had to be cut up and made safe by the Facilities Officer. The Parish staff were thanked for responding to this emergency which happened on a Sunday. The tree has another branch which looks unsafe. Wayne Isaccson the Tree Surveyor will provide a report on options.

19. IWALC REPORT – CLLR BAMFORD.

The key points from the recent Executive Meeting were that Cllr Cox has been appointed as the non-voting representative for the IWC Planning Committee Meetings. A revised protocol in respect of the working relationship between IWALC members and the IW Council Cabinet is being considered.

20. JUBILEE FIELD PROPOSAL – CLLR KENNETT.

Background

Jubilee Field was originally the sports field attached to West Wight Middle School and was in the ownership of the Isle of Wight Council. When the School closed the Isle of Wight Council transferred the ownership of the field to Freshwater Parish Council and it was renamed Jubilee Field in honour of the late Queen's Golden Jubilee.

The importance of Jubilee Field is the way in which it drains, so that when other football or cricket teams are unable to play due to wet conditions leading to a flooded field, Jubilee Field remains playable. Other sports teams, mainly junior football teams, from across the Island have transferred their fixtures to Jubilee Field where possible when their own pitches are unusable due to wet condition.

Freshwater Cricket Club also use the field for their matches and the field is used throughout the year for booked sessions.

Current situation

In 2012 the then Chairman of Freshwater Parish Council met with the Manager of West Wight Sports Centre (latterly West Wight Sports and Community Centre) to ask if the Centre would consider taking responsibility for Jubilee Field under a Memorandum of Understanding.

This included maintaining a booking service for the field, overview of the security of the field, opening and closing the field for booked sessions. The field is currently reviewed on a weekly basis, more often if there have been events to ensure that no damage has occurred to the field and pitches and to regularly ensure the fencing around the field remains secure.

Issues arising from Cllr James proposal

- Gates not being unlocked in time for bookings of the field to commence – originally keys were issued to regular users of the field. Unfortunately, the keys did go missing on a regular basis and it was agreed that the key to the gate be collected from the Sports Centre reception area and returned at the end of the session. I note that there has been concern because the key wasn't immediately available if the receptionist at WWS&CC was dealing with another person. There are four teams regularly using the field for football training and games. During the winter they train in the Sports Centre building. In discussion with one of the team managers, it has been suggested that the team managers should each have a key to be able to access the field.
- Lack of access – Through the booking process for the field the gate is opened by the WWS&CC and locked again at the end of the activity to ensure the security of the field.
- Double bookings - I have asked for data on this issue. I understand that this has happened twice in a year, one because the date for the booking was incorrect.
- Inconsistent rules for free vehicle parking on the field versus paid parking at Moa Place - I have sought information on this issue. It would seem that one of the grass cutting employees from the previous ground's maintenance company is also a member of the Cricket Club.
- Key to the field cut. Permission wasn't sought for this to happen and was not discussed with WWS&CC. The gate was then opened during cricket matches via the back gate of the field (which is kept locked by the Sports Centre) and some cars belonging to the cricketers were parked on the field during cricket matches. This information came to light at the September Council Meeting from a member of the Cricket Club who was at the Council meeting. There is no arrangement for parking on the field, other than loading or unloading for activities. The safety of field users, particularly the junior football teams, is paramount. A new lock for the back gate will be provided.

Consultation with Parish Councillors – I have been asked to review the proposals put forward by the Chairman. The two key members of the Parish Council who have the greatest knowledge and insight into Jubilee Field are Cllr Bray (Lead for Land Management) and Cllr Hobbs, our longest serving Parish Councillor. Cllr Hobbs has always had an ongoing interest in both Jubilee Field and Stroud Field. Both Cllr Bray and Cllr Hobbs stressed the importance of Jubilee Field being well maintained and secure as a sports field and for to continue being an asset for the local area. They are both happy with the current arrangement between WWS&CC and the Parish Council and would wish it to continue.

Consultation with the Manager of West Wight – The WWS&CC have managed the field for approximately 9 years. They have maintained the booking system, had overview of the security of the field, undertaken maintenance of the site. They have liaised with the ground's maintenance operatives and together with Cllr Bray picked up any issues arising from groundwork. The staff have overseen any additional activities held on the field. They have also promoted the field for both sports activities and local events. I am aware that the Manager is not keen to give out keys to the field. This is because keys have been lost or duplicated in

the past, leaving the gate open, and she feels that as she has responsibility for the safety of the field users then she needs to be able ensure the site is kept in good condition and safe for users. The Manager feels that she would not be able to ensure the safety of the field or it's users if additional keys were issued.

Proposal to take back Management of Jubilee Field - The Chairman has put forward 6 points outlining how he would wish to see the Field used in future and has asked that the management of Jubilee Field be moved from WWS&CC with immediate effect. This is probably not practical as information will need to go out to users of the field that they will need to contact the Parish Council in future to make bookings for the use of the field. This transfer will take a short period of time for the Parish Council staff to take over the booking calendar. The Parish Council will also need to react to any issues occurring on the field and ensure the field's security. Currently the WWS&CC pick up opening and closing the field out of hours and at weekends. The Parish Council have to consider how this can be managed by either the Parish Council staff, or Councillors. Users of Jubilee Field will need in future to liaise with the Parish Council regarding out of hours or emergency situations. Obviously not a common problem hopefully.

It was agreed that the current Memorandum of Understanding will be shared with Councillors.

21. TO AGREE PROPOSED FUTURE AGENDA ITEMS FROM COUNCILLORS.

Due to time constraints the Chair decided not to progress this item but would include it at the end of the meeting if time allowed.

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

22. STAFFING COMMITTEE MEETING REPORT – TO AGREE UPDATED TERMS OF REFERENCE – CLLR KENNETT.

The meeting was not quorate so it was proposed that other councillors could participate as voting members. It was agreed to change the Terms of Reference to enable any Councillor in attendance to vote if the meeting is not already quorate.

23. TO AGREE ACTION FOLLOWING COMPLAINT RECEIVED BY THE PARISH COUNCIL.

It was agreed that it was inappropriate to discuss this complaint as the Chairman of the Parish Council was not present. It will be deferred to the Planning Committee Meeting on the 20th December 2022.

24. TO AGREE THE LOCAL GOVERNMENT, PAY OFFER FOR 2022/23 FOR PARISH STAFF.

The pay offer was agreed and will be backdated until the 1st April 2022.

25. TO CONSIDER 3 QUOTES FOR MEMORIAL HALL WORKS AND MAKE A RECOMMENDATION.

The 3 quotes were considered, and it was agreed to accept the quote from JOB Property Services of £2960.00. The Clerk will notify the Clerk at Totland Parish Council.

26. TO CONSIDER THE TENDERS FOR THE SKATE PARK AND PUMP TRACK .

It was agreed to defer this item until the Planning Meeting on the 20th December 2022, which would allow more time for full consideration and discussion.

The meeting closed at 9.00pm.

Ward Report Colwell and Totland – Cllr Chris Jarman

Standing issues of Thursday morning ward surgery which continues to be well attended, increasingly by residents outside of my Ward.

Significant motivation and coordination of Christmas Shoeboxes for Ukrainian Soldiers as part of the Island, UK and International effort.

West Wight residents have been very generous and boxes relayed frequently to the departing containers from East Cowes.

Significant effort has again been deployed this month regarding local and National updates to planning policy and law. The wish list routed through our MP was widely supported and taken up by him and others. The results have been in the news this week with significant changes to ensure housing targets are advisory, bring in changes to second and empty home charging, and also to ensure a route to claim exceptional circumstances as an Island to avoid the presumption in favour of development.

Ward Report – Freshwater South – Cllr John Medland

Dear fellow councillors,

This weekend I finally received notification that the Food Pantry funding application is ready. However I have found it extraordinarily difficult to access online.

Today I spoke to Mel Gardiner about it. She has recently visited the Ventnor Food Bank and attended a conference of ‘food bankers’ of all stripes in Newport.

As the application to Connect for Communities initiated by Cllr. Thomas is in the name of the Parish Council I wanted to check with you is this is still a good idea before I go ahead?

Mel believes there are multiple potential problems with e.g. too much stock to store and no control over supply in a shortfall, additional accommodation requirements, an extensive bureaucracy to meet the Food Pantry requirements, and of course what do we do when the money runs out after just six months?

Ventnor has taken what seems to Mel to be a more sustainable approach by simply raising cash in donations from the community and buying whatever food is required on the open market. This approach remains under local control, is flexible to meet demand rather than dependent on supply, and is sustainable. The Our Place Café is already running a pilot meal service once a month using the free food already provided by the Real Junk Food Project and local businesses.

I will continue trying to download the application and conditions but I think we should give this a full rethink before we commit the council to what may become an unexpected collective burden?

As I wrote last month I am still waiting to hear when I can meet with the Clerk and Chair to discuss the handover of the lease and other payments on the WW Heritage Centre to the Freshwater and Totland Archive Group. This has been despite a further mail asking for you to meet with me and the FATAG Treasurer.

I am finding it acutely difficult to do my job as your representative on the FATAG committee, to act as the bridge between us as it were, as we disentangle the 2020 lease taken on by the FPC. The FATAG committee remain baffled and excluded from the information that they need to take over the running of the building. They remain unsure what has been decided officially in recent meetings as the minutes have not been added to the website since July.

Even without additional funding FATAG can cover the costs for 18 months with its current budget. With the advice of Cllr Steve Blamire of TPC and others I am looking to initiate a five year Heritage Lottery application intended to put the Heritage Centre onto a sound financial basis, centred on the digitisation of local archives. (Some of you will remember an earlier incarnation of Cllr Blamire's idea for a library extension plus scanner.)

However this implies quite a bit of indoor space. With the new arrangements for MALCO is there any possible room in the old Council Chamber and offices I wonder?

Ward Report – Freshwater North and Yarmouth – Cllr Peter Spink

Please accept my apologies for not attending tonight's meeting. There is a meeting at 5.30 tonight in Yarmouth to discuss the future use of the Yarmouth school site, as the school is to close at the end of this term. This issue is also to be discussed at tonight's meeting of the Yarmouth Town Council. The closure of the school was contrary to the wishes of many residents and the proposed future use of the land is proving controversial. It is essential, therefore, for me to be present throughout the discussions.

At risk of sounding like a broken record, I am still waiting to hear whether my request for planning application 'Land close to Fort Victoria' is to be called in for determination by the Planning Committee.

Further to the issue of campervan(s) being used as permanent residences at Fort Victoria, I have written to the relevant council officer, requesting an update of the current position and in particular the outcome of a meeting that was to be held in November.

It has come to my notice that some of the leasehold houses at West Bay may be being used for 'sheltered Housing'. I am looking into this matter as the use may be in breach of planning consent and/or the terms of the leases. I will keep all Parish Councillors updated.

There has been an announcement today that government imposed mandatory housing targets are to be scrapped. The precise detail is as yet unclear. In my opinion this will be a very good thing for the Island. We, and not the government will be able to decide, and provide for, the housing that is needed on the Island and the areas in which it is needed. It is something that I, together with others, have been trying to achieve for several years.



Freshwater Parish Council

Transaction Detail by Account

November 2022

ACCOUNT	AMOUNT
Administration Expenses	
Admin, Training & Office Costs	
Bookkeeping	£32
Communications	£60
Office Rent	£1,030
Stationery	£26
Total for Admin, Training & Office Costs	£1,148
Other Administration Expenses	
Bank charges	£9
Photocopier	£173
Subscriptions	£703
Total for Other Administration Expenses	£884
Staff Salaries & PAYE/Ni & Pension Contributions	
Employer Pension Contributions	£251
Staff Salaries	£8,587
Total for Staff Salaries & PAYE/Ni & Pension Contributions	£8,838
Total for Administration Expenses	£10,871
Grants & Projects	
Current Grants & Projects	
Current Grants	
Community Connector	£17
Heritage Centre	£187
Total for Current Grants	£204
Current Projects	
Household Support Project	£ -47
New Gate Lane toilets	£25,998
Total for Current Projects	£25,951
Total for Current Grants & Projects	£26,156
Total for Grants & Projects	£26,156
Memorial Hall Expenses	£4,798
Services Expenses	
Freshwater Bay Boat Park	£53
Land Management & Trees	£2,347
Library	£855
Motor vehicle Expenditure	£77
Old Ambulance Station	£214
Parish Facilities Officer	£1,035
Public Toilets	£2,612
Stroud Playing Fields	£47
Xmas	£796
Total for Services Expenses	£8,034
Youth Expenses	
Skatepark & MUGA	£110



Freshwater Parish Council

Transaction Detail by Account

November 2022

ACCOUNT	AMOUNT
Total for Youth Expenses	£110