

St Helens Parish Council

Minutes of the Parish Council Planning Committee meeting held at 6.10pm on the 9th May 2016 at St Helens Sports Pavilion.

In Attendance: Mr Earnshaw, Mr Campbell, Miss Ryan.

Clerk: Mrs Dyer

50/2016 TCP/27573/B - P/00471/16

36 Station Road, St. Helens, Isle of Wight, PO33.

Householder Application: Proposed single storey rear extension to provide additional living accommodation, alterations.

No comment

51/2016 TCP/11938/A - P/00428/16

1 Rickson Villas, Upper Green Road, St. Helens, Isle of Wight, PO331UQ.

Householder Application: Demolition of single storey extension, proposed single storey extension to form study and utility room, alterations, proposed conversion and extension of garage to form bedroom and ensuite.

No comment

52/2016 TCP/20349/G - P/00246/16

Chanter House, Hilbre Road, St. Helens, Isle of Wight, PO331TJ.

Householder Application: Demolition of conservatory, alterations, proposed single storey rear extension to form additional living accommodation with balcony over porch.

No comment

Minutes of the Annual Parish Council Meeting held at 7pm on the 9th May 2016 at St Helens Sports Pavilion.

In attendance:

Chair: Mr Earnshaw

Councillors: Cllr Bacon, Mr Campbell, Miss Ryan and Mrs Yates.

Clerk: Mrs Dyer

5 members of the public.

53/2016 To elect a Chair and Vice-Chair of the Parish Council.

Mr Bacon proposed that John Earnshaw be re-elected as Chair.

2nd Mr Campbell.

RESOLVED – Mr Earnshaw elected as Chair.

Mr Bacon proposed that Miss Ryan be re-elected as Vice-Chair.

2nd Mrs Yates

RESOLVED – Miss Ryan elected as Vice-Chair.

ii, to receive completed their acceptance of office declaration.

Declaration signed and received.

54/20162 Apologies for Absence.

Apologies received from Mr Thomson.

55/2016. Declarations of interest.

None received.

56/2016 To approve the minutes of the meeting held on the 11th April 2016.

Mr Bacon raised that minute 46/2016 it was unclear as it was not clear who was being referred to.

As requested last month she has checked with the Clerk's at Chale and Niton and they have reported they have not had any dealings or issues with complaints or enforcement over car parking on their village greens.

Agreed amendment to minute 46/2016

As requested last month the Clerk has checked with the Clerk's at Chale and Niton and they have reported that they have not had any dealings or issues with complaints or enforcement over car parking on their village greens.

Councillor Bacon proposed the minutes be approved with the amendment agreed above.

2nd Miss Ryan

RESOLVED – Minutes approved with amendments.

57/2016 Public Forum* – Please note due to the earlier Parish Meeting comments will only be permitted if they relate directly to agenda items.

A member of the public raised that he was unhappy that the Parish Council planned to overturn the decision on the 15th February regarding the public toilets and promised to make a formal complaint if the decision was rescinded.

58/2016 To report Councillor Resignation and declare Vacancy.

The Clerk reported that Mrs Parker had resigned from the Parish Council and that a vacancy notice had been posted on the Parish notice board.

59/2016 To appoint members to:

I. Finance committee

Members appointed: Mr Bacon, Mr Earnshaw and Miss Ryan.

- II. **Planning committee**
Members appointed: Mr Campbell, Mr Earnshaw, Miss Ryan, Mrs Yates and Mr Thomson if he wishes to (will check at next meeting).
- III. **Member/members overseeing Maintenance/ Grounds keeping.**
Defer to next meeting
- IV. **Emergency Plan.**
Defer to next meeting
- V. **Youth Club representative.**
Mr Bacon
- VI. **IWALC representative.**
Defer to next month.

Mr Bacon proposed the appointments be made as suggested. (noted above).
2nd Miss Ryan

RESOLVED.

60/2016 To discuss undertaking commemorative planting for the Queens 90th Birthday celebrations.

Defer to next month.

61/2016 To review Standing Orders – To approve amendments.

The Clerk reported that as she had been unwell recently she had suggested an addition to the Standing Orders which gives delegated powers to the Clerk, Chair or Vice-Chair regarding staffing matters.

Staffing Matters 17 G is an addition to the standing orders

17 G. The Clerk, Chair or Vice-Chair be given delegated powers to appoint a locum Clerk in the event of sickness or holiday without resolution by the Council.

Anomalies with the automatic numbering have been corrected.

Miss Ryan proposed that the addition 17G be added to the Parish Council's Standing Orders and the numbering corrections be approved.

2nd Mr Bacon

RESOLVED.

62/2016 SPECIAL MOTION - Written notice has been received by the Proper Officer in accordance with St Helens Standing orders 5.a to consider reversing the decision of Council regarding public toilet provision within the village (minute 17/2016) made on 15th February.

Mr Earnshaw proposed that the Special Motion to reverse the decision regarding the public toilets on the 15th February 2016 (minute 17/2016) be approved.

2nd Mr Bacon – **RESOLVED as proposed.**

63/2016 Public Conveniences- To consider motion that the parish council take on the public toilet block on the Seafront/Duver from the IW Council under a "Tenancy at Will" agreement for 2016.

Mr Earnshaw proposed the following:

Proposal:

The parish council take on the toilets at the Duver under a tenancy at will arrangement to enable them to be open for the 2016 summer season.

- I. *The Parish Clerk be given delegated authority to proceed with the tenancies at will subject to seeking appropriate legal advice and ensuring any issues of concern arising are reported back to the parish council.*
- II. *The parish clerk be given delegated authority to undertake all necessary surveys, assessments and inspections necessary and to address any other matters deemed necessary to the proper management and delivery of the public conveniences taken on.*
- III. *The parish clerk be given delegated authority to obtain all necessary insurances for the property.*
- IV. *The Parish Clerk be given delegated authority to negotiate and appoint a cleaning contractor for the period May –Sept 2016.*

That a working party of Councillors be formed to investigate further the parish council taking on the freehold of the Duver toilets with a remit to:

Plan public toilet provision for 2017/18 for the whole village

Negotiate with IW Council over freehold

Investigate condition of buildings and appoint surveyor if necessary

Assess other possible uses for toilets and possible redevelopment plans.

Investigate other streams of income available to help fund public conveniences such as grants/ business contributions/concession income.

Review cleaning contract and re-advertise.

Bring forward a report and recommendation to full council for consideration in due course.

2nd Mrs Yates.

RESOLVED – As per proposal.

64/2016 To appoint a new signatory to the Parish Bank Account.

Mrs Yates proposed that Miss Ryan be appointed as a new signatory to the Parish Council bank account.

2nd Mr Campbell.

RESOLVED – Miss Ryan to be added as a signatory to the bank account.

65/2016 To appoint Internal Auditor.

Mr Bacon proposed that Mr Gareth Hughes be approved as the internal auditor for the parish council.

2nd Mr Campbell

RESOLVED as proposed.

66/2016 To discuss and agree the Parish Council providing the Clerk with a mobile telephone.

The Clerk had researched reasonably priced mobile phones with long battery life and suggested the parish council purchase a Nokia phone for £20 (or similar if not available) and £30 of credit.

Mrs Yates proposed that the Clerk be provided with a “pay as you go” mobile phone for parish council use as suggested by the Clerk.

2nd Miss Ryan

RESOLVED.

67/2016 Clerk’s report.

The Clerk reported that the works to improve the Gaggen End path will commence on the 23rd May and will last approximately one week.

68/2016 To receive finance report –

I. to approve invoices due for payment.

Invoices due for payment:

E/P	Electricall	£936	Repairs to electrics in toilets
S/O	EasyCleaners	£606.67	Toilet Cleaning
E/P	Lisa Dyer	£8.99	Mileage
Alto	Tesco	£11.75	Stationary.

Mr Bacon proposed that all invoices be paid as per report.

2nd Mrs Yates

RESOLVED - All invoices approved as per report.

II. To approve annual accounting statements.

Mr Bacon proposed that the annual accounting statements be approved.

2nd Mrs Yates

RESOLVED

69/2016 Councillor's reports and requests for items on future agenda.

Mr Bacon reported that there had been issues with the car boot sale, primarily lack of Marshalls, lack of traffic control, early arrivals and blocking of the Field Lane entrance/junction.

Mr Bacon also requested a discussion on the upcoming IOW Day be put on next month's agenda.

Mr Earnshaw reminded Councillors about the upcoming Best Kept Village Awards as judging is due to commence shortly.

Mr Earnshaw also raised the issue of Grass Cutting as some areas had been missed on the cricket green and on Station Rd and that he had received complaints about grass cuttings being dumped in the hedge adjacent to the cricket green. The Clerk confirmed that the Parish Council contractor did not normally rake the cuttings and she would contact the cricket club asking them not to dump in the hedge. She also reported that the contractor had contacted her saying that the lower portion of the cricket was very boggy and that mowing it would result in damage to the turf. She promised to contact the contractor and ensure that all sections specified in the contract are mowed.

Miss Ryan reported that there were still abandoned cars in the car park. The Clerk asked for the registration numbers of the abandoned cars. She explained that she had contacted the Council about their removal but there was some debate over whether it was the responsibility of Island Roads or the IW Council.

Meeting closed at 20.11pm