



# BEMBRIDGE PARISH COUNCIL

The Clerk to the Council,  
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## Minutes of Bembridge Parish Council Meeting held at 7.00 pm on Tuesday 27<sup>th</sup> September 2022, Bembridge Village Hall

**Present:** Cllr L White (Chair), Cllr A de Trey, Cllr H Brabazon, Cllr I Davis, Cllr J Lake, Cllr M Sullivan, Cllr L Mitchell, Cllr M Groom, Cllr R Poncia, Cllr S Noyes, Cllr C Adams, and Mrs M Evans (Clerk)

**Public:** 4 members of the public

### PUBLIC FORUM:

- A member of the public raised questions with respect to Agenda Item [104/22/01](#) to which the Chair responded.
- A member of the public raised question relating to Agenda Item [109/22/01](#) to which the Chair responded. A member of the public requested that recordings of meetings be made public.
- Members of the public commented that the working papers for the meeting were not available on the BPC website. There appears to be a technical issue when loading papers from a remote location which will be investigated and resolved. The Clerk was made aware of the problem shortly before the meeting and provided hard copies of the working papers for consideration by members of the public during the meeting.
- A member of the public asked a question relating to BPC's quality council status to which the Chair provided a response

The Chair requested that Agenda Item [105/22/02](#) be brought forward as Cllr Robertson had to leave the meeting at 19.30 hours. All were in favour.

#### 1. [105/22/02 To receive Isle of Wight Councillor's Report](#)

2.

**RECEIVED:** Cllr Robertson provided an update on the Island Planning Strategy. The revised draft is expected to go to Full Council on 5<sup>th</sup> October. Cllr Robertson informed the meeting that the Flooding Report has been published and is available to view on the IWC website. The Chair informed the meeting that the Flooding Report will also be uploaded to the BPC website.

#### [098/22 Chair's Announcements](#)

To receive the Chair's announcements.

**RECEIVED:** The Chair announced the recent staffing changes that have taken place within the Council: Mark Pink, the former Clerk left the Council, at the end of August. Mark Rochell joined the Council at the beginning of September as Responsible Finance Officer. Stephen Davidge joined the Council at the beginning of September. Steve is the new Parish Lengthsman, replacing Daryl Hunt. Marion Evans, Clerk has resigned and will be leaving at the end of the September. BPC will be agreeing measure later in this meeting to ensure that BPC act lawfully until a new Clerk can be appointed.

The Chair announced that a new Resilience and Flooding Group has been set up. The Group is currently made up of three councillors and four residents. A new Emergency and Resilience Plan will be developed. The Chair announced that BPC were successful in securing a Resilience Grant from SSSEN for £4,802.63 which will be used to purchase equipment and provide training for flood wardens.

The Chair informed the meeting that two quotes have been obtained for replacement swings and other improvements to Steyne Park. A third contractor is visiting the site next. The RoSPA Inspection Report stipulated that the swings were located too close to the adult gym equipment. A distance of 25 metres is required. The swings will therefore need to be repositioned to comply with RoSPA's recommendations.

3. **099/22 Apologies for Absence**

To receive apologies for absence

**RECEIVED:** Apologies for absence were received from Cllr P Kenny who was on vacation. Apologies were accepted.

Proposed by Cllr Groom, Seconded by Rosamond Poncia

1 Abstention, 10 For

4. **101/22 Declarations of Interest**

**101/22/01** To receive declarations of pecuniary or other interests relating to items on agenda

**RESOLVED:** None were received.

**101/22/02** To consider requests and grant dispensations if appropriate

**RESOLVED:** None were received.

5. **102/22 Minutes of the Last Meeting held on 20<sup>th</sup> July 2022**

To receive for approval minutes of the Full Council Meeting held on 20<sup>th</sup> July 2022

**RESOLVED:** The Minutes of the Meeting held on 20<sup>th</sup> July 2022 were approved and signed by the Chair.

Proposed by Cllr Brabazon, Seconded by Cllr Sullivan

All in favour

6. **103/22 Finance**

**103/22/01** To receive bank reconciliation and cash balances to 16<sup>th</sup> August 2022

**RECEIVED.**

**103/22/02** To approve schedule of payments to 16<sup>th</sup> August 2022

**RESOLVED:** The scheduled of payments up to 16<sup>th</sup> August were approved.

Payments £39,455.34, Receipts £2,951.20.

Proposed Cllr Groom, Seconded Cllr Davis.

All in favour.

**103/22/03** To receive bank reconciliation and cash balances to 13<sup>th</sup> September 2022

**RECEIVE.**

**103/22/04** To approve schedule of payments to 13<sup>th</sup> September 2022

**RESOLVED:** The schedule of payments up to 13<sup>th</sup> August were approved.

Payments £16,355.70. Receipts £2,167.92

Proposed Cllr Poncia, Seconded Cllr Adams.

All in favour.

7. **104/02 Auditing**

**104/22/01** To receive the External Auditor's Report of the 18/19 BPC accounts.

**RECEIVED.**

**104/22/02** To ratify the payment of the External Auditor's fees of £17,395 plus VAT for the investigation into the 2018/19 audit.

**RESOLVED:** The Clerk paid the invoice when he received it in August. Due to the amount involved, this payment must be ratified by Full Council.

Proposed by Cllr Brabazon, Seconded by Cllr Groom

All in favour.

**104/22/03** To note SAAA External Audit Notification and Fees and agree to remain opted in.

**RESOLVED:** It was agreed that BPC should follow the advice given by the Internal Auditor and remain opted in.

Proposed Cllr de Trey, Seconded Cllr Sullivan.

All in favour

8. **105/22 Reports, Policies and Procedures**

**105/22/01** To receive the Clerk's Report and Update

**RECEIVED.**

The following additional verbal updates were provided at the meeting:

- External Auditors Report – All paperwork must be displayed before 30<sup>th</sup> September. This includes Years 18/19, 19/20 and 20/21. The RFO will place copies of the paperwork in the Parish window and on the BPC website.
- Overgrown Hedges at St Luke's Cemetery. Richard Weaver requested that remedial action be taken to trim back the overgrown hedges on the boundary between the cemetery and the flats located in Weaver's Yard. The hedges overhang the fence and seriously encroach the means of escape for the residents living in the flats. Due to the potential safety risks involved, the Clerk instructed the works to be undertaken.
- There will be no Beach Clean on 15<sup>th</sup> October. The 15<sup>th</sup> has now been set aside to clear Sea Buckthorn from the sand dunes at the Point instead.
- An announcement about the date for November's Litter Pick will be made shortly. Cllr Groom will confirm the details.

**105/22/03** To receive reports from Committees/Groups

None received. Cllr Groom will provide an update on the clearance of Sea Buckthorn at the next meeting.

**105/22/04** To receive reports from Outside Bodies

Cllr Adams provided the following reports:

#### Resilience Group

- Currently six volunteers led by Cllrs Adams and Groom
- The primary function of the group will be to deal with Flood Defence
- Approval has been granted to use the Fire Station as a Resilience Hub.

#### Bembridge Fire Service

- First response vehicle is located at the station and is fully equipped.
- Continuing to actively recruit for crew to "man" the vehicle but progress has been slow.
- Safe and Well Visits for vulnerable members of the community to be introduced at a later date, possibly after Christmas.

**105/22/05** To agree to appoint an extra Councillor as a Trustee of Bembridge Youth & Community Centre in line with their Deed of Trust.

**RESOLVED:** Cllr Mitchell proposed that Cllr Noyes should become the third Trustee. The motion was seconded by Cllr Groom. All in favour.

### **9. 106/22 Council Tax Reduction Scheme Consultation**

**106/22/01** To review consultation documentation and agree response.

**RESOLVED:** The Chair read out the five options which were individually voted upon.

Option 1:	1 Strongly Disagree, 2 Agree, 6 Neither Agree nor Disagree, 2 Abstentions
Option 2:	All Neither Agree nor Disagree
Option 3	1 Agree, 1 Disagree, 9 Neither Agree nor Disagree
Option 4	All Strongly Agree
Option 5	All Agree

The Clerk will record the outcomes of the votes on the Local council tax support (LCTS) consultation 2022/23 form and submit the form to IWC.

### **10. 107/22 NALC Civility and Respect**

**107/22/01** To agree to sign up to the NALC Civility and Respect Pledge.

**RESOLVED** It was agreed that BPC would sign up to the Pledge.

Proposed by Cllr Groom, Seconded by Cllr Poncia

All in favour

**107/22/02** To agree to adopt the NALC Civility and Respect Dignity Policy to replace the existing BPC Dignity at Work Policy.

**RESOLVED.** It was agreed that BPC would adopt the NALC Civility and Respect Dignity Policy to replace BPC's existing policy.

Proposed by Cllr Noyes, Seconded by Cllr Poncia

All in favour

11. 108/22 Sustainability Working Group – Put on Agenda item for BEN

**108/22/01** To receive details of the proposal from BEN to purchase replacement cycle racks for installation outside the Village Hall at a cost of £359 plus VAT. There will be an additional charge for installation of approximately £100.

**RECEIVED**

**108/22/02** To agree to replace the bicycle racks outside the Village Hall in line with the estimate received.

**RESOLVED** It was agreed that the bicycle racks should be purchased. It was also agreed that as the cycle racks outside the Village Hall would be located in the conservation areas, the Conservation Officer should be consulted regarding what colour the racks should be.

Proposed by Cllr Poncia, Seconded by Cllr Groom

2 Against, 9 For

**108/22/03** To agree that this should be paid from the Asset Maintenance Budget.

**RESOLVED** It was agreed that the costs for this item should be paid from the Asset Maintenance Budget to enhance an existing asset.

Proposed by Cllr Davis, Seconded by Cllr Groom

1 Abstention, 1 Against, 9 For

12. 109/22 Public Consultation Day

**109/22/1** To agree to hold a Public Consultation Day in November.

**RESOLVED.** It was agreed that a Public Consultation Day should be held in November. Date to be confirmed at next FC meeting.

Proposed by Cllr de Trey, Seconded by Cllr Noyes

All in favour.

13. Exclusion of Public and Press

To resolve that in accordance with **s.1(2) of the Public Bodies (Admissions to Meetings) Act 1960**, the press and public will be excluded from the following items, having due regard to the confidential nature of the business to be transacted

14. 110/22 Staffing

15. 111/22 Procedural

Date of Next Meeting – 19<sup>th</sup> October 2022, 7.00pm

Meeting ended: 8.50 pm

Signed:

Dated: