



BEMBRIDGE PARISH COUNCIL

The Clerk to the Council,
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Minutes of Bembridge Annual Parish Council Meeting held at 7.00 pm on Wednesday 18th May 2022, Bembridge Village Hall

Present: Cllr L White (Chair), Cllr P Kenny, Cllr M Sullivan, Cllr M Groom, Cllr A de Trey, Cllr I Davis, Cllr R Poncia, Cllr H Brabazon, Cllr J Lake and Mr M Pink (Clerk)

Public: 10 members of the public present

1. 051/22 To Elect a Chair

Cllr White was proposed by Cllr Sullivan, seconded by Cllr Groom
There were no other nominations
7 In Favour 1 Abstention

RESOLVED: Cllr White elected Chair of Bembridge Parish Council

2. 052/22 To receive the Chair's Declaration of Acceptance of Office

RECEIVED: Declaration of acceptance of office was duly signed by Cllr White

3. 053/22 To Elect a Vice - Chair

Cllr Kenny was proposed by Cllr Brabazon, seconded by Cllr Poncia
There were no other nominations
7 In Favour 1 Abstention

RESOLVED: Cllr Kenny elected Vice - Chair of Bembridge Parish Council

4. 054/22 To receive the Vice - Chair's Declaration of Acceptance of Office

RECEIVED: Declaration of acceptance of office was duly signed by Cllr Kenny

PUBLIC QUESTIONS ON ITEMS ON THE AGENDA

Item 17 (1) Dismally Lacking in fast chargers Islandwide including maintenance

Item 17 (2) Can sewage discharge into the Harbour and Environment Agency Flood Defence Work be discussed in this item.

Item 17 (3) Can the Parish Council liaise with the Harbour Authority in the interests of the community and consider creating a group to bring all sides together, perhaps involving St Helens Parish Council

5. 055/22 Chair Announcements

I have attended

1. IWALC Topic Meeting.

An item on the agenda was a presentation from Healthwatch IOW given by Healthwatch Manager, Joanna Smith. The presentation included a section on the difficulty of recruiting Pharmacists on the IOW. Healthwatch has just submitted a detailed report to Government. Independent Pharmacies tend to be alright as owned by Pharmacists.

By law Boots & other such Chemists are not permitted to open unless a Pharmacist is present. The shop cannot open just to sell toiletries. This leads, at the moment, to the sometimes unexpected closure of Boots.

Comments - ve or +ve should be sent to: enquires@healthwatchisleofwight.co.uk
or call 01983 608608

2. Online zoom Cabinet Meeting with IWALC

a) Discussion on Neighbourhood Plans & draft IPS. Paul Fuller agreed to speak to BPC

b) Emergency Plans

Darren Steed - IOW Council Emergency Planning Officer - to consult re review of Bembridge Emergency & Resilience Plan Also Community Action Local Co-ordinator - Lucy Nicholson

3. Online zoom - Department of Levelling Up, Housing & Communities presentation by Chief Planner.

Overview of Planning in the Levelling Up & Regeneration Bill from last week's Queen's Speech. Hopefully 2 good outcomes if the clauses remain in the bill

a) Councils will get power to compel developers to commence building on sites with planning approval

b) Council will get power to enforce completion eg sites like the cafe by RNLI

6. **056/22 Apologies for Absence**

To receive apologies for absence

RECEIVED: Apologies received from Cllrs Mitchell and De Trey. Accepted by the Council

7. **057/22 Declarations of Interest**

057/22/01 To receive declarations of pecuniary or other interests relating to items on agenda

RECEIVED: Cllr Kenny declared an interest in Item 17(2) Bembridge Harbour as he is a patron of the Bembridge Harbour Trust

057/22/02 To consider requests and grant dispensations if appropriate

None Received

8. **058/22 Members to Committees and Working Groups**

058/22/01 To agree dates of Full Council Meetings for 2022/23

Amendment to add April 19th and May 17th to the list

Proposed by Cllr Kenny, Seconded by Cllr Poncia

All in Favour

058/22/02 To appoint Planning Committee – minimum of 5 Councillors

Cllr Lake wished to be removed from the Committee and Cllr Davis added

RESOLVED: Cllrs Mitchell, Sullivan, Groom and Davis appointed to the Planning Committee

All in Favour

058/22/03 To appoint Staffing & Finance Committee – minimum of 4 Councillors

Cllr Lake asked to be added to this committee. Cllr Kenny to be removed as he is ex-officio to all committees

RESOLVED: Cllrs Groom, Brabazon, De Trey and Lake appointed to the Staffing and Finance Committee

2 in Favour

6 Abstentions

058/22/04 To appoint Environment and Neighbourhood Committee – minimum of 5 Councillors

Cllr Lake wished to be removed from the Committee

RESOLVED: Cllrs Brabazon, Groom, Mitchell, Poncia, Sullivan and De Trey appointed to the Environment and Neighbourhood Committee

All in Favour

9. **059/22 Representatives to Outside Bodies**

059/22/01 To appoint Village Hall Management Committee – 1 Councillor

RESOLVED: Cllr Davis appointed to Village Hall Management Committee

059/22/02 To appoint Bembridge Youth and Community Centre Management Committee – 2 Councillors

RESOLVED: Cllrs Mitchell and Lake appointed to the Bembridge Youth and Community Centre Management Committee

059/22/03 To appoint Amey Waste Forum – 1 Councillor

RESOLVED: Cllr Sullivan appointed to Amey Waste Forum

059/22/04 To appoint Bembridge Harbour Advisory Group – 1 Councillor

RESOLVED: Cllr Groom appointed to the Bembridge Harbour Advisory Group

059/22/05 To appoint Isle of Wight Association of Local Councils (IWALC) – 2 Councillors

RESOLVED: Cllr White appointed Isle of Wight Association of Local Councils (IWALC) representative.

059/22/06 To appoint Rights of Way representative – 1 Councillor

RESOLVED: Cllr Mitchell appointed IWC Rights of Way Representative

10. **060/22 General Power of Competence**

Bembridge Parish Council declares that it meets the criteria for eligibility of the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 as follows:

An eligible council is one which has resolved to adopt the GPC, with at least two thirds of its members being declared elected and the Clerk must hold an appropriate qualification.

To confirm the re-adoption of the General Power of Competency

RESOLVED: Confirmed the re-adoption of the General Power of Competency

All in Favour

11. **061/22 Annual Policies and Procedures Review**

061/22/01 To review and adopt Standing Orders (Amendments)

Standing Orders had been circulated to members with an amendment to Section 8 “Voting on Appointments” which now differentiates between voting on appointments within the Council and the Co-option process.

Amendment also required to 27c to read “Environment and Neighbourhood Committee”.

Proposed by Cllr Poncia, seconded by Cllr Sullivan

RESOLVED: Amendments to Standing Orders agreed

All in Favour

061/22/02 To review and adopt Financial Regulations (Amendments)

Financial Regulations had been circulated to members with amendments to Section 3 and 6 highlighted in Red. Some other minor amendments were also discussed.

Proposed by Cllr Sullivan, seconded by Cllr Poncia

RESOLVED: Amendments to Financial Regulations agreed

7 in Favour

1 Abstention

061/22/03 To review and adopt Financial Risk Management

061/22/04 To review and adopt Emergency Plan

061/22/05 To review and adopt the Code of Conduct

061/22/06 To review and adopt the Grievance Procedure

061/22/07 To review and adopt the Complaints Procedure

061/22/08 To review and adopt the Disciplinary Procedure
061/22/09 To review and adopt the Dignity at Work policy
061/22/10 To review and adopt the Health & Safety policy
061/22/11 To review and adopt the Health & Safety at Steyne Park policy
061/22/12 To review and adopt the Small Grants scheme
061/22/13 To review and adopt the Child Protection policy
061/22/14 To review and adopt the Communications & Social Media policy
061/22/15 To review and adopt the Cemetery policy
061/22/16 To review and adopt the Tree Management Policy
061/22/17 To review and adopt the Memorial Bench policy
061/22/18 To review and adopt the Equal Opportunities policy
061/22/19 To review and adopt the Volunteers policy
061/22/20 To review and adopt the Transparency Code Compliance policy
061/22/21 To review and adopt the CCTV policy
061/22/22 To review and adopt the Petition Policy
061/22/23 To review and adopt the Vexatious Policy
061/22/24 To review and adopt the Training Policy
061/22/25 To review and adopt the Member Officer Protocol
061/22/26 To review and adopt the GDPR Policy
061/22/27 To review and adopt the Environment Policy

The above policies were presented to the committee En Block as there were no amendments necessary (Omitting item 04). Emergency Plan is being revised.

Proposed by Cllr Groom, seconded by Cllr Poncia

RESOLVED: Policies agreed En Block

7 in Favour 1 Abstention

12. 062/22 Minutes of the Last Meeting

062/22/01 To receive for approval minutes of the Parish Council meeting held on 25th April 2022

Proposed by Cllr Davis, seconded by Cllr Sullivan

RESOLVED: Approved minutes of the Parish Council meeting held on 25th April 2022 and duly signed by the Chair

7 in Favour 1 Abstention

13. 063/22 Finance

063/22/01 To receive bank reconciliation and cash balances to 10th May 2022

RECEIVED: Bank reconciliation and cash balances to 10th May 2022

APPENDIX A

063/22/02 To approve schedule of payments to 10th May 2022

Proposed by Cllr Sullivan, seconded by Cllr Brabazon

RESOLVED: Approved schedule of payments to 10th May 2022 (Expenditure £16,050.97, Income £191,527.66)

All in Favour

063/22/03 To agree the bank signatories

The current signatories are the Clerk, Cllrs White, Kenny and Sullivan. Discussed the addition of the Assistant Clerk and 1 other Councillor (Cllr Groom)

Proposed by Cllr Davis, seconded by Cllr Sullivan

RESOLVED: Approved addition of Assistant Clerk and Cllr Groom to the signatories

All in Favour

The Chair asked the council to move item 063/22/06 forward to this point

All in Favour

063/22/06 To receive Internal Auditor report for Financial Year 2021/22

The report contains no recommendations for the Parish Council and the auditor is happy with the processes in place

RECEIVED: Internal Auditors report for Financial Year 2021/22

APPENDIX B

063/22/04 To approve Annual Governance Statement for year ending 31st March 2022 (Section 1, page 4) and agree for Chairman to sign document

The Clerk read out all sections to the committee

Proposed by Cllr White, seconded by Cllr Sullivan

RESOLVED: Approved Annual Governance Statement for year ending 31st March 2022 (Section 1, page 4 and duly signed by the Chair

All in Favour

APPENDIX C

063/22/05 To approve the Account Statement for year ending 31st March 2022 (Section 2, page 5) and agree for Chairman to sign document

Proposed by Cllr Brabazon, seconded by Cllr Sullivan

RESOLVED: Approved Account Statement for year ending 31st March 2022 (Section 2, page 5 and duly signed by the Chair

All in Favour

APPENDIX D

063/22/07 To note Mr T Light as Internal Auditor for 2022/23

Noted

14. 064/22 Subscription & Sponsorship agreed in Budget setting

064/22/01 To note £400 sponsorship to Bembridge Football Club for 2022/23 season

064/22/02 To note £400 sponsorship to Bembridge Youth Football Club for 2022/23 season

064/22/03 To note £400 sponsorship to Bembridge Cricket Club for 2022/23 season

064/22/04 To note £2,000 donation to Bembridge Friendship Circle for 2022/23

064/22/05 To note subscription to Society of Local Council Clerks £TBC

064/22/06 To note subscription to Isle of Wight Sports & Recreation Council £6.00

064/22/07 To note subscription to Institute of Cemetery and Cremations Management £95.00

064/22/08 To note subscription to Isle of Wight Association of Local Councils £713.00

064/22/09 To note subscription to Bright Pay £120

064/22/10 To note subscription to Information Commissioner £35.00

064/22/11 To note IWC Events Licence fee of £70.00

064/22/12 To note subscription to Scribe Accounts £TBC

Noted En Block

15. 065/22 Reports and Procedures

065/22/01 To receive the Clerks Report

RECEIVED:

APPENDIX E

065/22/02 To receive Isle of Wight Councillor's report

Cllr Robertson apologised for not being able to attend this meeting. He submitted a written report which was read in full by the Chair

APPENDIX F

065/22/03 To receive reports from committees

Cllr Brabazon gave the council an update on The Queen's Platinum Jubilee Celebrations. She passed round samples of baseball caps, pins and umbrellas purchased. Mr Andrew Holman gave

an update of the beacon lighting ceremony on Culver Down. Thanks go to all those who have given up their own time to make these events possible.

065/22/04 To receive reports from outside organisations

Cllr Groom circulated a report from the BHAG meeting. Report to be uploaded to the Parish website.

16. 066/22 Parish Office (Back Office)

066/22/01 To discuss and consider a request to hire the back office at 5 Foreland Road

This offer has recently been withdrawn and therefore this agenda item is withdrawn

17. 067/22 Annual Parish Meeting

067/22/01 To discuss the provision of additional Electric Vehicle Charging Points

It was noted that Fast Charging points are required. The only potential site currently identified is Steyne Park Car Park. It was proposed that this should be further discussed by the Steyne Park working group.

067/22/02 To discuss Bembridge Harbour

This matter was raised at the Annual Parish Meeting. The Parish Council is very aware of the concerns of residents but has limited powers. It has a representative on the BHAG committee who is also aware of the feelings of some towards the harbour and its owners.

The owner of the harbour has offered to make a presentation on his plans for the harbour but it was suggested that this should wait until after the Judicial Review has concluded.

It was suggested that Bembridge Parish Council should liaise with St Helens Parish Council to discuss the impact on both villages and seek a way forward.

In conclusion, it was agreed that Bembridge Parish Council should approach St Helens Parish Council to discuss harbour matters.

DATE OF NEXT MEETING – 15th June 2022

Meeting Closed: 8.43pm

Signed

Dated