



BEMBRIDGE PARISH COUNCIL

The Clerk to the Council,
5 Foreland Road, Bembridge, Isle of Wight, PO35 5XN
Tel: 01983 874160 Email: clerk@bembridgepc.org.uk



Minutes of Bembridge Parish Council Meeting at 7.00 pm on the Tuesday 17th November 2020, held remotely via Microsoft Teams

Present: Cllr S Weedall (Chairman), Cllr G Stillman, Cllr M Donlon, Cllr M Sullivan, Cllr L White, Cllr R Weaver, Cllr K Fagan, Cllr R Widger, Cllr J Chapman, Mr M Pink (Clerk) and Mrs J McDade (Clerk)

Public: IW Councillor Murwill and 1 member of the public

PUBLIC FORUM: No questions received

1. [035/20 Chairman's Announcements](#)

Today accepted Cllr Macleans resignation which was emailed to me and a wet signature letter hand delivered to the office addressed to myself.

Well here we are in the Lockdown 2.0

After the experience of the first we are and continue to be well placed to deliver services for Bembridge, with the Clerks working in a COVID secure environment and managing the Lengthsmen's time and work schedule. The cleaning contract and Steyne Park grass cutting contract are continuing as normal.

On Wednesday, the 11th November at 11am I laid the wreath on behalf of BPC at the Memorial Garden. As we were advised that there was not to be an organised Remembrance Service on Sunday a few gathered (socially distanced) for a 2-minute silence and prayer.

Recently we have seen the installation of the electric charging pod, the CCTV systems at both Steyne Park and outside the Parish office, and the Kings Rd junction improvement scheme all now completed projects. These are all projects that will benefit not only residents but also visitors to our village.

The work to re-roof the village Hall is progressing well. This exciting and long overdue project (which most Cllrs have worked hard to secure the capital funds for) is very important to the residents of Bembridge and all user groups. We promised we would take on this project from the sale of 5/7 High Street, we owe it to the residents to follow through on that promise and to repair and protect this iconic building for the next 100 years!!! There are some associated works which are an agenda item.

We are and will always strive to be a proactive and forward-thinking council, and I am ever the optimist.

2. [036/20 Apologies for Absence](#)

To receive apologies for absence
All present

3. [037/20 Declarations of Interest](#)

[037/20/01](#) To receive declarations of pecuniary or other interests relating to items on agenda
None received

[037/20/02](#) To consider requests and grant dispensations if appropriate
No requests

4. [038/20 Minutes of the last Meeting](#)

To receive for approval minutes of the Full Council Meeting held on 16th September 2020
RESOLVED: Approved minutes of the Full Council Meeting held on 16th September 2020

5. [039/20 Finance](#)

[039/20/01](#) To receive bank reconciliation and cash balances to 6th October 2020

Received bank reconciliation and cash balances to 6th October 2020

039/20/02 To receive bank reconciliation and cash balances to 4th November 2020

Received bank reconciliation and cash balances to 4th November 2020

Appendix: A

039/20/03 To approve schedule of payments to 6th October 2020

RESOLVED: Approved schedule of payments to 6th October 2020

All in favour

039/20/04 To approve schedule of payments to 4th November 2020

RESOLVED: Approved schedule of payments to 4th November 2020

All in favour

039/20/05 To receive and discuss 2nd Quarter Budget

Received 2nd Quarter Budget

6. **040/20 Reports, Policies and Procedures**

040/20/01 To receive the Clerks report and confirm delegated decisions

RESOLVED: Received the Clerks report

Appendix: B

040/20/02 To receive Isle of Wight Councillor/s report

Cllr Murwill commented on:

- explained situation with Amey and residents of Preston Road, Mitten Road, Heathfield Road, Heathfield Close, Manna Road and Queens Road. 2nd letter being sent out. Not happy with the content or tone of the 1st letter especially so close to Christmas, in a pandemic and with such little time. Remote meeting arranged with residents and Amey, IWC and PC for Thursday, and face to face meetings to be arranged once lock down has been lifted.
- Covid levels still low on the IWC but are rising.
- IWC Officers speaking with Whitehall Officers regarding the Island Deal
- Speaking with IW Cllr Ian Ward regarding outstanding Island Roads issues for Bembridge

040/20/03 To adopt Business Plan 2020-23

RESOLVED: Adopted Business Plan 2020-23

8 in favour 1 against

040/20/04 To adopt Environmental Policy

RESOLVED: Adopted Environmental Policy

All in favour

040/20/05 To adopt Strategic Plan 2020-24

RESOLVED: Adopted Strategic Plan 2020-24

All in favour

040/20/06 To adopt Biodiversity and Crime & Disorder Statement

RESOLVED: Adopted Biodiversity and Crime & Disorder Statement

All in favour

040/20/07 To adopt Value for Money Statement

RESOLVED: Adopted Value for Money Statement

8 in favour 1 against

040/20/08 To agree meeting dates for 2021

RESOLVED: Agreed meeting dates for 2021

All in favour

040/20/09 To agree amendment to Risk Management

RESOLVED: Agreed amendment to Risk Management

All in favour

040/20/10 To agree Asset Register monetary limit as per Internal Auditors Report

RESOLVED: Agreed to set £500.00 as the Asset Register monetary limit

All in favour

7. **041/20 Internal Audit**

To receive the Mid-term Internal Audit Report

Good report. Disaster Plan being worked on and fireproof cupboard to be purchased asap.

Received the Mid-term Internal Audit Report

Appendix: C

8. **042/20 Small Grants (£625 in Budget)**

To approve Small Grant requested from Jigsaw Family Support for £150

RESOLVED: Approved Small Grant of £150 to Jigsaw Family Support

All in favour

9. **043/20 Properties**

043/20/01 To note works to Yard entrance and delegated decision made under Health & Safety

Good job by the lengthsmen.

Noted

043/20/02 To discuss diseased trees in Lane End Cemetery and agree way forward

After a lengthy discussion it was agreed to ask the Green Town Steering Group and Cllr Weaver to come up with a plan for the removal of trees and replacements at Lane End Cemetery that will not be disruptive to the graves but reduce the honey fungus infestation.

RESOLVED: Agreed to ask Green Town Steering Group and Cllr Weaver to formulate a plan for Lane End Cemetery infected trees

All in favour

043/20/03 To agree Village Hall Gable Restoration Project

Following the installation of the scaffolding, inspection of the gable ends has found extensive issues with most of the wood being rotten. Works are urgently required to restore both gable ends.

RESOLVED: Agreed Village Hall Gable Restoration Project

All in favour

043/20/04 If agreed, to approve costs are taken from the Capital Account

RESOLVED: Agreed costs are taken from the Capital Account

All in favour

043/20/05 If agreed, to approve contractor for works

6 quotes requested, 2 received back

RESOLVED: Agreed to appoint CJB Builders at a cost of £14,995.00 to carry out the Gable Restoration works

8 in favour 1 abstention

043/20/06 To agree Village Hall Exterior Woodwork Restoration Project

Defects on windows and door frames especially on the left-hand side of the building and front porch.

Kitchen windows have paint flaking which will cause issues with wood if not repaired urgently.

RESOLVED: Agreed Village Hall Exterior Woodwork Restoration Project

All in favour

043/20/07 If agreed, to approve costs are taken from the Capital Account

RESOLVED: Agreed costs are taken from the Capital Account

All in favour

10. 044/20 Contracts

044/20/01 To consider quotes for Insurance Valuation Surveys and agree successful quote
4 quotes requested, 1 received

RESOLVED: Agreed to appoint Christopher Scotts to carry out the Insurance Valuation Surveys at a cost of £700.00

All in favour

044/20/02 To consider quotes for Toilet Cleaning Contract from 1st April 2021 and agree successful quote
8 quotes requested, 3 received

RESOLVED: Agreed to appoint Eazi Cleaners to carry out the Toilet Cleaning Contract from 1st April 2021 for 3 years

All in favour

044/20/03 To consider quotes for Ground Maintenance Contract from 1st April 2021 and agree successful quote

5 quotes requested, 4 received

RESOLVED: Agreed to appoint John O'Connors to carry out the Grounds Maintenance Contract from 1st April 2021 for 3 years

All in favour

11. 045/20 Quality Council Renewal

045/20/01 To agree to Quality Council renewal and level of accreditation, cost of £200 for Gold Status plus £50 NALC fee

RESOLVED: Agreed to Quality Council renewal and level of accreditation, cost of £200 for Gold Status plus £50 NALC fee

8 in favour 1 against

The Chairman suspended Standing Orders 3W to extend the meeting for a further 60 minutes

All in favour

Councillors Chapman and Sullivan left the meeting

045/20/02 The Council confirms by resolution that it meets all the requirements for Foundation, Quality and Gold Award Status and publishes all documents listed in Local Council Award Scheme guide on its website.

RESOLVED: The Council confirmed by resolution that it meets all the requirements for Foundation, Quality and Gold Award Status and publishes all documents listed in Local Council Award Scheme guide on its website.

All in favour

045/20/03 The Council confirms by resolution that it has:

- a scheme of delegation, Standing Orders
- has addressed complaints received in the last year
- at least two-thirds of its Councillors stood for election
- a printed annual report distributed at locations across the community
- two qualified clerks
- clerks employed according to nationally or locally agreed terms and conditions
- a formal appraisal process for all staff
- a training policy and record for all staff and Councillors

RESOLVED: The Council confirmed by resolution that it has: a scheme of delegation Standing Orders, has addressed complaints received in the last year, at least two-thirds of its Councillors stood for election, a printed annual report distributed at locations across the community, two qualified clerks, clerks employed according to nationally or locally agreed terms and conditions, a formal appraisal process for all staff and a training policy and record for all staff and Councillors

All in favour

045/20/04 The Council confirms by resolution that it has prepared a Gold Award statement to present to the accreditation panel showing how it:

- ensures that the Council delivers value for money
- meets its duties in relation to bio-diversity and crime & disorder
- provides leadership in planning for the future of the community
- manages the performance of the Council as a corporate body
- manages the performance of each individual staff member to achieve its business plan

RESOLVED: The Council confirmed by resolution that it has prepared a Gold Award statement to present to the accreditation panel showing how it: ensures that the Council delivers value for money, meets its duties in relation to bio-diversity and crime & disorder, provides leadership in planning for the future of the community, manages the performance of the Council as a corporate body and manages the performance of each individual staff member to achieve its business plan

All in favour

045/20/05 To agree Gold Award Statement and Application Form

RESOLVED: Agreed Gold Award Statement and Application Form

12. 046/20 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

RESOLVED: Agreed 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

All in favour

13. 047/20 Legal Matters

DATE OF NEXT MEETING – 20th January 2021, 7.00pm

Meeting Closed: 9.20pm

Signed:

Dated: