



BEMBRIDGE PARISH COUNCIL

The Clerk to the Council,
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Minutes of Bembridge Parish Council Annual Council Meeting held at 7.00 pm on Wednesday 19th May 2021 in the Village Hall, Bembridge

Present: Cllr S Weedall, Cllr M Sullivan, Cllr H Brabazon, Cllr L Mitchell, Cllr L White, Cllr R Poncia, Cllr R Weaver, Cllr R Widger, Cllr J Chapman, Cllr P Kenny, Cllr M Groom, Cllr J Lake, Mr M Pink (Clerk) and Mrs J McDade (Clerk)

Public: IW Cllr J Robertson and 10 members of the public

Cllr Weedall: Welcome to The Bembridge Parish Council Annual Council meeting. 19th May 2021. Welcome to all the newly elected Cllrs.

The last face to face meeting took place on January 22nd, 2020. From July 21st 2020, all Full Council meetings have been held remotely via Microsoft Teams and open to the public to attend. This meeting tonight as with All Council Meetings is a meeting held in public NOT a public meeting and all Cllrs are summoned to attend.

I would also like to welcome our newly elected County Cllr Joe Robertson and look forward to working with him.

Hopefully as the guidelines change future Council meetings will not restrict the number of residents attending. But we need to ensure that meetings are held safely.

1. 30/21 To elect a Chairman

Cllr Weedall was proposed by Cllr Weaver, seconded by Cllr Chapman
Cllr Kenny was proposed by Cllr Chapman but nomination declined by Cllr Kenny
Cllr White was proposed by Cllr Mitchell, seconded by Cllr Poncia
Cllr Weedall received 5 votes Cllr White received 7 votes

RESOLVED: Cllr White is elected Chair of Bembridge Parish Council

2. 31/21 To receive the Chairman's Declaration of Acceptance of Office

RECEIVED the Chair's Declaration of Acceptance of Office which was duly signed

3. 32/21 To elect a Vice Chairman

Cllr Weedall was proposed by Cllr Weaver, seconded by Cllr Chapman
Cllr Kenny was proposed by Cllr Groom, seconded by Cllr Brabazon
Cllr Weedall received 5 votes Cllr Kenny received 7 votes

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

4. 33/21 To receive the Vice Chairman's Declaration of Acceptance of Office

RECEIVED the Vice Chair's Declaration of Acceptance of Office which was duly signed

PUBLIC QUESTIONS ON ITEMS ON THE AGENDA

- Resident asked for the Vexatious Policy to include more provision of information
Chair stated that all policies would be reviewed
- Resident asked for the ball stop nets at Steyne Park to be reassessed and consultation to take place.
Chair stated that she would have a meeting with the Clerks to discuss

- Statement received from resident, which was seen by Councillors via email.
Councillors received answers to the points raised by the Clerks for information

5. **34/21 Chairman's Announcement's**

Cllr White welcomed the re-elected Councillors and introduced the new Councillors

6. **35/21 Apologies for Absence**

To receive apologies for absence

RECEIVED: All present

7. **36/21 Declarations of Interest**

36/21/01 To receive declarations of pecuniary or other interests relating to items on agenda

RECEIVED: Cllr Kenny declared an interest Harbour Representative as a member of Harbour Trust

36/21/02 To consider requests and grant dispensations if appropriate

None received

8. **37/21 Members to Committees and Working Groups**

37/21/01 To review frequency and agree Full Council Meetings for 2021/22

Change to monthly meetings, with a recess in August.

Proposed by Cllr Weaver, seconded by Cllr White

All in favour

Meetings to be held on alternate Tuesdays and Wednesdays

Proposed by Cllr Weedall, seconded by Cllr Weaver

4 in favour 1 abstention 7 against

Meetings to be held on Wednesdays

Proposed by Cllr White, seconded by Cllr Brabazon

7 in favour 5 against

RESOLVED: Full Council Meetings to be held monthly, with recess in August, on the third Wednesday of the month

Item 6 was moved forward as proposed by the Chair

37/21/06 To agree Terms of Reference for Committees

Terms of Reference for Committees as per 2019 documents

Proposed by Cllr White, seconded by Cllr Poncia

RESOLVED: Agreed Terms of Reference for Committees as per 2019 documents

37/21/02 To review and appoint Planning Committee – minimum of 5 Councillors

Change to 5 Councillors

RESOLVED: Cllr Mitchell, Cllr Lake, Cllr Sullivan, Cllr Groom and Cllr Chapman appointed to the Planning Committee

37/21/03 To review and appoint Staffing & Finance Committee – minimum of 4 Councillors

Change to 4 Councillors

Cllr Weedall proposed abolishing Staffing & Finance Committee as Full Council meeting monthly could deal with financial issues and any staffing matters could be discussed in private and confidential session.

Proposed by Cllr Weedall, seconded by Cllr Weaver

5 in favour 7 against

Cllr White stated a change of name for the committee was required

RESOLVED: Cllr Groom, Cllr Brabazon, Cllr Kenny and Cllr Poncia appointed to the Staffing and Finance Committee

37/21/04 To review and appoint Village Partnership Committee – minimum of 5 Councillors
Changed to 5 Councillors

RESOLVED: Cllr Poncia, Cllr Chapman, Cllr Groom, Cllr Mitchell and Cllr Lake appointed to Village Partnership Committee

37/21/05 To review and appoint Green Town Steering Group – minimum of 3 Councillors
Changed to 3 Councillors

RESOLVED: Cllr Weedall, Cllr Sullivan and Cllr Chapman appointed to Green Town Steering Group

List of dates to be compiled by the Clerks and circulated to Councillors

9. **38/21 Representatives to Outside Bodies**

38/21/01 To appoint Village Hall Management Committee – 1 Councillor

RESOLVED: Cllr Weaver appointed to Village Hall Management Committee

38/21/02 To appoint Bembridge Youth and Community Centre Management Committee – 2 Councillors

RESOLVED: Cllr Widger and Cllr Lake appointed to Bembridge Youth and Community Centre Management Committee

38/21/03 To appoint Amey Waste Forum – 1 Councillor

RESOLVED: Cllr Sullivan appointed to Amey Waste Forum

38/21/04 To appoint Harbour Group – 1 Councillor

RESOLVED: Cllr Groom appointed Harbour Group representative

38/21/05 To appoint Hampshire Association of Local Councils (HALC) – 1 Councillor

RESOLVED: Cllr Weedal appointed Hampshire Association of Local Councils representative

38/21/06 To appoint Bembridge Business Association – 1 Councillor

RESOLVED: Appoint at a later date

38/21/07 To appoint Age Friendly Champion – 1 Councillor

RESOLVED: Cllr Kenny appointed Age Friendly Champion representative

38/21/08 To appoint additional Trustees to Bembridge Friendship Circle – 2 Councillors

RESOLVED: Cllr White and Cllr Mitchell appointed additional Trustees to Bembridge Friendship Circle

38/21/09 To note parish office carry out admin work for Bembridge Friendship Circle

NOTED: That the parish office carry out admin work for Bembridge Friendship Circle

Note: Appointment of Rights of Way representative to be brought to next meeting

10. **39/21 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

Proposed by

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

All in favour

11. 40/21 Annual Policies and Procedures Review

- 40/21/01** To adopt Standing Orders
- 40/21/02** To adopt Financial Regulations
- 40/21/03** To adopt Financial Risk Management
- 40/21/04** To adopt Emergency Plan
- 40/21/05** To adopt the Code of Conduct
- 40/21/06** To adopt the Grievance Procedure
- 40/21/07** To adopt the Complaints Procedure
- 40/21/08** To adopt the Disciplinary Procedure
- 40/21/09** To adopt the Dignity at Work policy
- 40/21/10** To adopt the Health & Safety policy
- 40/21/11** To adopt the Health & Safety at Steyne Park policy
- 40/21/12** To adopt the Small Grants scheme
- 40/21/13** To adopt the Child Protection policy
- 40/21/14** To adopt the Communications & Social Media policy
- 40/21/15** To adopt the Cemetery policy
- 40/21/16** To adopt the Tree Management Policy
- 40/21/17** To adopt the Memorial Bench policy
- 40/21/18** To adopt the Equal Opportunities policy
- 40/21/19** To adopt the Volunteers policy
- 40/21/20** To adopt the Transparency Code Compliance policy
- 40/21/21** To adopt the CCTV policy
- 40/21/22** To adopt the Petition Policy
- 40/21/23** To adopt the Vexatious Policy
- 40/21/24** To adopt the Training Policy
- 40/21/25** To adopt the Member Officer Protocol
- 40/21/26** To adopt the GDPR Policy
- 40/21/27** To adopt the Business Continuity Plan
- 40/21/28** To adopt the Environment Policy
- 40/21/29** To note asset and inventory lists

Tabled paper for amendments of policies given to Councillors and Clerks during discussion. Too many changes for Councillors and Clerks to discuss at this meeting and would not be good practice as compliance with legislation needs to be verified.

RESOLVED: Agreed to review policies at the next meeting

All in favour

Emergency Plans needs a major review

RESOLVED: Agreed Cllr Weaver and Cllr Groom would assist the Clerks with Emergency Plan review

All in favour

12. 41/21 Minutes of the Last Meeting

41/21/01 To receive for approval minutes of the Parish Council meeting held on 16th March 2021
Proposed by Cllr Weedall, seconded by Cllr Sullivan

RESOLVED: Approved minutes of the Parish Council meeting held on 16th March 2021 and duly signed by the Chair

5 in favour (re-elected Councillors)

41/21/02 To receive for approval minutes of the Parish Council meeting held on 28th April 2021
Proposed by Cllr Weedall, seconded by Cllr Sullivan

RESOLVED: Approved minutes of the Parish Council meeting held on 28th April 2021 and duly signed by the Chair

5 in favour (re-elected Councillors)

13. 42/21 Finance

42/21/01 To receive bank reconciliation and cash balances to 8th May 2021

RECEIVED: Bank reconciliation and cash balances to 8th May 2021

Appendix A

42/21/02 To approve schedule of payments to 8th May 2021

Proposed by Cllr White, seconded by Cllr Weedall

RESOLVED: Approved schedule of payments to 8th May 2021

All in favour

42/21/03 To ratify delegated decision by Clerks for Health & Safety works at Steyne Park Play Area, with funds of £654.66 being taken from Maintenance Asset budget (£16,449.53)

RESOLVED: Ratified delegated decision by Clerks for Health & Safety works at Steyne Park Play Area, with funds of £654.66 being taken from Maintenance Asset budget (£16,449.53)

All in favour

42/21/04 To agree the bank signatories and regular direct debits

Proposed by Cllr Weaver, seconded by Cllr Sullivan

RESOLVED: Agreed regular direct debits and agreed to add Cllr White and Cllr Kenny to the bank signatories

All in favour

42/21/05 To note Mr T Light as Internal Auditor for 2021/22

NOTED

14. 43/21 Subscription & Sponsorship agreed in Budget setting

43/21/01 To note £400 sponsorship to Bembridge Football Club for 2021/22 season

NOTED

43/21/02 To note £400 sponsorship to Bembridge Youth Football Club for 2021/22 season

NOTED

43/21/03 To note £400 sponsorship to Bembridge Cricket Club for 2021

NOTED

43/21/04 To note £2,000 donation to Bembridge Friendship Circle for 2021/22

NOTED

43/21/05 To note subscription to Society of Local Council Clerks £468.00

NOTED

43/21/06 To note subscription to Isle of Wight Sports & Recreation Council £6.00

NOTED

43/21/07 To note subscription to Institute of Cemetery and Cremations Management £90.00

NOTED

43/21/08 To note subscription to Hampshire Association of Local Councils £773.00

NOTED

43/21/09 To note subscription to Brightpay £99.00

NOTED

43/21/10 To note subscription to Information Commissioner £35.00

NOTED

43/21/11 To note IWC Events Licence fee of £70.00

NOTED

43/21/12 To note subscription to Scribe Accounts £730.50

NOTED

15. 44/21 Reports and Procedures

44/21/01 To receive the Clerks report

RECEIVED

Appendix B

44/21/02 To receive Isle of Wight councillor/s report

Cllr Robertson stated that the first weeks in office had been inductions to the Council and that the first meeting of the IWC will take place next Wednesday

DATE OF NEXT MEETING – To be confirmed once Covid restrictions and public meeting guidance has been confirmed

Meeting Closed: 8.45pm

Signed:

Dated: