



# BEMBRIDGE PARISH COUNCIL

The Clerk to the Council,  
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## Minutes of Bembridge Parish Council Meeting held at 7.00 pm on Wednesday 16<sup>th</sup> March 2022, Bembridge Village Hall

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

**Public:** 4 members of the public in attendance

**PUBLIC FORUM:** The Chair pointed out that as per Standing Order 3 (g), a member of the public may only speak once for a maximum of 3 minutes on an item on the agenda.

A member of the public asked about an invoice amount showing in the schedule of payments as it seemed a rather large amount. The Clerk advised that it was for planning reports agreed by the Council at a previous meeting.

A member of the public asked about the Recording Policy, the recruitment of the assistant Clerk, the Financial Regulations and the possible return to IWALC on the agenda. The questions were answered by the Chair and the Vice-Chair. Further questions were submitted in writing and subsequently answered by the Chair.

### 1. 028/22 Chair's Announcements

Welcome to this Parish Council meeting.

Update on meeting with representatives of Hampshire & IOW Fire Service

I can now confirm that Cllr Vaughan, Chair of Hampshire & IOW Fire Authority, Ass Chief Fire Officer Stewart Adamson & Group Commander IOW Jeff Walls will be visiting Bembridge on Friday 25<sup>th</sup> March to discuss future arrangements for Bembridge Fire Station.

Casual Vacancies X 2 on Bembridge Parish Council. The IOW Electoral Officer has been informed. He has informed the clerk that:

- a) Following the resignation of Ray Widger, Cllr in Bembridge South, residents have until Friday 25<sup>th</sup> March to request an election
- b) Following the resignation of Jay Chapman Cllr in Bembridge North residents have until Tuesday 29<sup>th</sup> March to request an election.

The Electoral Officer will inform the Clerk if an election is called in either ward and if so will set the date. If elections are not called then BPC will be free to co-opt to fill the vacancies.

### 2. 029/22 Apologies for Absence

Apologies received from Cllr Lake and accepted by the Council.

### 3. 030/22 Declarations of Interest

**030/22/01** To receive declarations of pecuniary or other interests relating to items on agenda

None received

**030/22/02** To consider requests and grant dispensations if appropriate

None received

### 4. 031/22 Minutes of the Last Meeting

To receive for approval minutes of the Full Council Meeting held on 16<sup>th</sup> February 2022

Proposed by Cllr Davis, seconded by Cllr Kenny

**RESOLVED:** Approved minutes of the Full Council Meeting with a minor date amendment held on 16<sup>th</sup> February 2022  
8 For        1 Abstention

5. **032/22 Finance**

**032/22/01** To receive bank reconciliation and cash balances to 7<sup>th</sup> March 2022

**RECEIVED**

Appendix A

**032/22/02** To approve schedule of payments to 7<sup>th</sup> March 2022

Proposed by Cllr Sullivan, seconded by Cllr De Trey

**RESOLVED:** Approved schedule of payments to 7<sup>th</sup> March 2022, £17,749.56 payments and £3667.04 receipts  
All in Favour

6. **033/22 Reports, Policies and Procedures**

**033/22/01** To receive the Clerks report and update

**RECEIVED**

Appendix B

**033/22/02** To receive Isle of Wight Councillors report

None Received

**033/22/03** To receive reports from Committees/Groups

Cllr Brabazon gave the Council an update on The Queen's Platinum Jubilee Celebrations

**033/22/04** To receive reports from outside bodies

None Received

7. **034/22 Risk Assessments**

**034/22/01** To receive and approve the risk assessments for Parish Assets 2022

The risk assessments for all the Parish Assets have been completed and circulated to Councillors

Proposed by Cllr Sullivan, seconded by Cllr Brabazon

**RESOLVED:** Received and approved risk assessments for 2022

All in Favour

**034/22/02** To receive and agree the Financial Risk Management Policy 2022

The policy was circulated to Councillors with some small amendments for agreement.

Proposed by Cllr De Trey, seconded by Cllr Poncia

**RESOLVED:** Received and agreed the Financial Risk Assessment Policy with amendments

All in Favour

Appendix C

8. **035/22 HALC/IWALC**

**035/22/01** To discuss and consider the subscription renewals for HALC and IWALC and agree which association to join for 2022/2023

Councillors were circulated last year's invoice for HALC (£747.60) and an e-mail from the Chair of IWALC (£697.73) for comparison on costings. The NALC part of the yearly subscription to IWALC is being waived for those Councils re-joining for 2022 / 2023. Councillors also discussed access to training and being part of the local association for the Isle of Wight.

Proposed by Cllr Poncia, Seconded by Cllr Brabazon

**RESOLVED:** Agreed to re-join IWALC for the year 2022 / 2023

All in Favour

9. **036/22 Asset Register**

**036/22/01** To review and approve the Parish Council Asset Register to 31-03-2022

The updated Parish Asset Register (at 31-03-2022) was circulated to Councillors for review and agreement. It was noted the omission of the recent purchase of the laptop (£545) which will be added as an amendment.

Proposed by Cllr Sullivan, proposed by Cllr De Trey

**RESOLVED:** Approved Parish Council Asset Register (at 31-03-2022)

All in Favour

**10. 037/22 Fees**

**037/22/01** To review the Burial Fees for Lane End Cemetery

Proposed by Cllr White, seconded by Cllr Sullivan

**RESOLVED:** Burial Fees should remain unchanged for the financial year 2022 / 2023. To be added as Appendix A to Cemetery Policy for review annually in March.

All in Favour

**037/22/02** To review the rental fees for Steyne Park Pitch and Changing Rooms

Proposed by Cllr Brabazon, seconded by Cllr Poncia

**RESOLVED:** Rental fees for Steyne Park Pitch and Changing Rooms should remain unchanged for the financial year 2022 / 2023

All in Favour

**11. 038/22 Staffing**

**038/22/01** To receive update on recruitment of Assistant Clerk

Cllr Kenny gave the Council an update on the recruitment of the Assistant Clerk. He stated that following interviews, there was one outstanding candidate for the post and it is the panel's recommendation that the council ratify the appointment of the candidate at the earliest opportunity.

**038/22/02** To set a date for Extraordinary Meeting to decide on appointment

Following Cllr Kenny's report, Cllr White proposed that an extraordinary meeting of the Council be convened on Wednesday 6<sup>th</sup> April 2022 at 6.30pm. This would be directly following the scheduled Planning Meeting on that date. This was agreed by the Council.

**Date of Next Meeting** – 20<sup>th</sup> April 2022, 7.00pm

**Meeting Closed: 7.45pm**

**Signed**

**Dated**