



**FRESHWATER PARISH COUNCIL**  
**Parish Office 01983 752000**

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**MINUTES OF A MEETING OF THE FRESHWATER PARISH COUNCIL HELD ON  
TUESDAY 18th JUNE 2024 AT 7.30 PM IN THE COUNCIL CHAMBER,  
MEMORIAL HALL, FRESHWATER**

**PRESENT:** Councillors: E Cox (Chair), T Armstrong, A Bamford, C Bray, B Hinton MBE, B Hobbs, D James, C Jarman, G Kennett, N Thomas (until 9pm), F Turan and W Whyte

Members of the public: 2 including Cllr Peter Spink.

Clerk: H Rowell

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1. **APOLOGIES:**  
Councillors: D Hicklin.
2. **TO AGREE THE MINUTES OF THE FRESHWATER PARISH COUNCIL MEETINGS HELD ON THE 7<sup>th</sup> MAY AND THE ANNUAL MEETING ON THE 14<sup>th</sup> MAY 2024.**  
The minutes of the meetings held on the 7<sup>th</sup> May (CJ/FT) and 14<sup>th</sup> May (CB/DJ) (having been circulated) were agreed.
3. **TO INVITE COUNCILLORS TO DECLARE AN INTEREST IN MATTERS ON THE AGENDA.**  
Cllr James declared an interest in an item under correspondence received from his wife.
4. **TO RECEIVE QUESTIONS ON THE AGENDA FROM MEMBERS OF THE PUBLIC (UP TO 15 MINUTES).**  
None.
5. **TO ACCEPT WRITTEN REPORTS FROM FRESHWATER WARD COUNCILLORS.**  
No reports have been received, Cllr Spink had submitted his report (see Appendix 1) and both he and Cllr Jarman gave verbal reports. It was agreed to write to Ward Councillors and request reports are received by the Clerk on the Tuesday prior to the meeting.

## 6. CHAIR'S REPORT

This is my first Chair's report and I hope to include this at all Full Council meetings. I hope that it will enable Councillors to better follow what is happening and what we have been doing as a Council each month.

17th May - I attended the West Wight Sports and Community Centre along with Councillors Bamford, Jarman and Turan to promote the Council's financial support of the centre.

1st June - I attended Dimbola Museum for the unveiling of the Lady of Shallot and was supported by Councillors Bray, James, Jarman, Kennett and Whyte. Cllr Hinton was present as the Chair of the Margaret Cameron Trust and Curator of the Museum. Councillor Spink also attended the event. It was a lovely day, and it was a pleasure to finally see the statue in position and available for the public to view.

3rd June - Emma Carter, Deputy Clerk and I had a meeting with Adrian Harris and Pauline Tyrell from the Heritage Centre to discuss the ending of the lease currently held by the Parish Council. The staff were thanked for their work in r

7th June - I attended Afton Marsh for a cheque presentation to Graham Biss from Naturezones, I was supported by Councillors Jarman, Kennett and Turan and we met the caretaker of the Marsh, Danny.

7th June - I had a meeting with Neil Aplin, Chairman of Freshwater Bay Residents Association (FBRA). Neil expressed that FBRA would like to have a closer working relationship with the Parish Council moving forward. We also discussed the condition of the boat park, the boats on it and the noticeboard area on the Bay Shelter. He said he would be inviting me to a FBRA committee meeting in July.

I am currently in discussions with the IW Council to change the free parking on Avenue Road from 30 minutes to 1 hour.

I would like to thank all Councillors for their support and hope that this will be a productive year for the Parish Council.

**7. CLERK'S REPORT (CIRCULATED TO COUNCILLORS).**

**Memorial Hall Deeds**

A document has been discovered that lists all of the Memorial Hall deeds and conveyancing documents that are held by Lloyds Bank. I have visited the Newport Branch who are going to check their archives and let me know the outcome.

**Councillor Vacancy**

A notice asking if residents would like an election resulting in no requests to the Isle of Wight Council by 11<sup>th</sup> June, so a Co-option notice has been posted requesting anyone interested to get in touch in preparation for the July Parish Council Meeting.

**Presentation of Grants**

Presentation of grants to the West Wight Sports and Community Centre and Gift to Nature with photographs of recipients and councillors have been published on the website, social media and sent to local news outlets.

**West Wight Heritage Centre**

A new lease has been signed between Mr Barwell and the Centre on the 11<sup>th</sup> June 2024. We are in the process of transferring the utility and insurance liabilities to the Centre and as agreed on inspection the Parish Council will be funding the repainting of the outside of the building.

**8. CORRESPONDENCE.**

Received from Martha James in respect of the Boat Park - noted

Received from Janice Young (Freshwater Bay WI) in respect of the Freedom of the Parish – noted.

**9. TO AGREE ACCOUNTS FOR PAYMENT - LIST CIRCULATED TO COUNCILLORS FOR INFORMATION.**

The accounts were approved (CB/AB). See Appendix 1

**10. REPORT AND RECOMMENDATIONS FROM THE FINANCE COMMITTEE – CLLR THOMAS.**

The following recommendations were agreed:

- To ratify the Committee's Terms of Reference
- To approach the West Wight Sports and Community Centre to request that a sign can be placed at the Moa Place Toilets directing people who need a fully accessible changing places facility can use their toilet. Alternatively, there is a fully disabled facility at the Gate Lane Toilets.
- To follow up successful community grant applications with a feedback process.
- To update the grant awarding process
- That any community grant budget allocation not awarded at the end of the financial year will go into the councils' reserves.

- 11. TO APPROVE THE FOLLOWING POLICIES:**
- a, PUBLICATION SCHEME**
  - b, GENERAL DATA PROTECTION REGULATION POLICY**
  - c, FREEDOM OF INFORMATION POLICY**
  - d, TRAINING AND DEVELOPMENT POLICY**
  - e, WEBSITE ACCESSIBILTY STATEMENT**

This item was deferred to the next meeting.

- 12. TO RECEIVE THE INTERNAL AUDITORS REPORT AND AGREE THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) SUBMISSION TO THE EXTERNAL AUDITOR.**

The return for 2023/24 was received and signed by the Chair and the Clerk/RFO for submission to the external auditor.

The Asset Valuation Register is still outstanding, and councillors will be updated on progress at all future meetings until it is completed. It was agreed that the contractor will be given a deadline of the end of June to complete the register.

- 13. TO RATIFY THE CHANGE OF NAME FROM THE STAFFING COMMITTEE TO PERSONNEL COMMITTEE.**

It was agreed to change the name of the Committee.

- 14. TO APPOINT MEMBERS TO COMMITEES.**

The following appointments were agreed:

Statutory Committees

Finance Committee – Cllr Hobbs

Land Management Committee – Cllr Hobbs

Library Committee – Cllr Kennett

Community Resilience Committee – Cllr Hobbs

Parish Council Representation on other Committees and Organisations

Memorial Hall Arts and Leisure Company – Cllr Hobbs

Brookside Health Centre, Patient Participation Group – Cllr Hobbs.

Cllr Bamford was nominated as Chair of Planning (BH/GK) and agreed  
Cllr Turan was nominated as Vice Chair of Planning (FT/CJ) and agreed  
Cllr James was nominated as Chair of the Skate Park and MUGA Committee (CB/EC)

**15. TO CONFIRM DATES FOR 2024/25 FOR ALL COMMITTEES AND TERMS OF REFERENCE.**

Committee Chairs were requested to bring their Terms of Reference and dates of meetings for the year to the next Parish Council Meeting.

**16. TO AGREE A DATE AND A TIME FOR THE TOUR OF THE PARISH**

The suggested day and time is the 8<sup>th</sup> July at 5pm. If this is not suitable, please notify the Clerk.

**17. TO AGREE A WAY FORWARD FOR THE GROUNDWORKS AT SPINFISH**

It was agreed to get a contractor to check the condition of the pipes in Spinfish to determine their condition and any blockages.

**18. TO AGREE PROPOSED FUTURE AGENDA ITEMS FROM COUNCILLORS.**

- Moa Place Phone Box – Cllr James
- The Lady of Shallot – Cllr Hinton
- Longhalves Lane Update – Cllr James

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**19. TO PROVIDE AN UPDATE ON INSURANCE CLAIMS.**

The Clerk provided councillors with an update on both claims.

The meeting closed at 9.40pm.