



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

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**MINUTES OF A MEETING OF THE FRESHWATER PARISH COUNCIL HELD  
ON TUESDAY 3<sup>rd</sup> JUNE 2025 AT 7.25PM IN THE COUNCIL CHAMBER,  
MEMORIAL HALL, FRESHWATER**

**PRESENT:** Councillors Turan (Chair), Bamford, Betts, Cox, Hinton, Hobbs, Jarman, Pakel, Seely, Whyte.

**Public:** 3

**Clerk:** K Gibson

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1. **APOLOGIES:** Councillors Armstrong & Whistance.
2. **TO AGREE THE MINUTES OF THE FRESHWATER PARISH COUNCIL MEETING HELD ON THE 13<sup>th</sup> OF MAY 2025**  
The minutes of the meeting held on the 13<sup>th</sup> of May 2025 (having been circulated) were agreed (BS/CJ) **AGREED**
3. **TO AGREE THE MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING HELD ON THE 13<sup>TH</sup> OF MAY 2025**  
The minutes of the meeting held on 13<sup>th</sup> of May 2025 (having been circulated) were agreed. (WW/CJ) **AGREED**
4. **TO INVITE COUNCILLORS TO DECLARE AN INTEREST IN MATTERS ON THE AGENDA.**  
None.
5. **TO RECEIVE QUESTIONS ON THE AGENDA FROM MEMBERS OF THE PUBLIC (UP TO 15 MINUTES).**  
None.
6. **TO ACCEPT WRITTEN REPORTS FROM FRESHWATER WARD COUNCILLORS.**  
Reports from Councillor Jarman and Councillor Spinks were circulated to Councillors via email.

**7. CHAIR'S REPORT (Circulated to Councillors)**

It has been a quiet two weeks. Slowly getting to know my role as chair of the council and establishing a rapport with our clerk and her staff.

Going forward, I am to attend an event at the Freshwater Library, which Councillor Pakel will be facilitating on behalf of Creative Island.

I will also be joining the clerk for a meeting with the West Wight Sports Centre, with a view to establishing a productive working relationship.

You will be pleased to hear that I have committed to undergo the excellent training courses on offer. I will be attending, Training as a new councillor, Planning training, and when available, Training as chair of the council.

I look forward to getting to know you and working together as a team for the good of our community.

**8. CLERKS REPORT (Circulated to Councillors)**

The Clerk gave a verbal update on request regarding the purchase of the electric van.

**Resignation of Councillor Knowles**

The Parish Council has given notice of the vacancy in the South Ward for a Parish Councillor. As the Councillor was elected, even though it was uncontested, we cannot automatically co-opt a new Councillor but will need to follow the process of advertising the vacancy. Copies of the notice are on the website and notice board.

**Spinfish Culvert**

The works have now commenced to replace the culvert. We will update once the work has been completed.

**Stroud New Play Equipment**

We have a confirmed date of the commencement of the works to fit the new play equipment on Stroud Playing Field. The works will take place between 16th and 22nd June 2025.

**Replacement Bins**

The replacement approved bins have been ordered, and we are expecting delivery in the next week.

## 9. CORRESPONDENCE

One item of correspondence from Yarmouth Harbour Commission accepting the nomination of Councillor Armstrong as Parish Council representative on the Yarmouth Harbour Commission Advisory Committee.

## 10. FINANCE

- a) Annual Governance and Accountability Return (AGAR) – To consider and approve the following: **(ITEM 10 a) III on the agenda is moved to item 10 a) I)**
- I. Internal Audit Report 2024-25 – To Receive and Note the Report **(CJ/AB) RECEIVED AND NOTED**
  - II. Section 1 – Annual Governance Statement 2024-25 – **(CJ/AB) APPROVED**
  - III. Section 2 – Final Accounting Statement 2024-25 – **(CJ/BS) APPROVED**
  - IV. Explanation of No Response on the Annual Governance Statement (AGAR) – **(CJ/AB) NOTED**
  - V. Notice of Public Rights Dates – **(CJ/AB) NOTED**
- b) External Auditors – BDO LLP UK  
Councillors are requested to declare if there are any conflicts of interest with Freshwater Parish Council's External Auditors – BDO LLP UK – None (<https://www.bdo.co.uk/en-gb/home>)
- c) Financial Regulations 2025 – To Receive and approve the updated Financial Regulations – it was agreed to defer to the next full council meeting on the 2<sup>nd</sup> July 2025 to allow time for Councillors to address any points of contention with the Responsible Finance Officer for clarification.
- d) Memorial Hall Grant Application and Officer Recommendation – to receive a copy of the grant application from The Memorial Hall Arts & Leisure Co. along with a report from the Finance Officer, which has the full support of the Responsible Finance Officer and the Clerk, for approval.

Councillors Bamford, Hinton, Hobbs and Whyte declared themselves as trustees of the Memorial Hall Arts and Leisure Co.

It was agreed to consider the Finance Officers recommendation and to defer the matter to the next planning meeting on 17<sup>th</sup> June 2025 to allow time to obtain the necessary three quotes due to the level of expenditure.

**11. CO-OPTION OF NEW COUNCILLOR**

Sally Chaucer was co-opted as a new Councillor for Freshwater South Ward.

**12. TO REVIEW AND APPROVE THE FOLLOWING POLICIES:**

Complaints Procedure – **(EC/BS) APPROVED**

Freedom of Information Policy – **(CJ/AB) APPROVED**

GDPR Policy & Personal Data Protection Access, Rectification & Erasure Request Form  
**(AB/BH) APPROVED**

Training & Development Policy – **(BH/CJ) APPROVED**

Publication Scheme – **(CJ/BS) APPROVED**

Website Accessibility Statement – **(AB/BH) APPROVED**

CCTV Policy – **(EC/CJ) APPROVED**

Equality, Diversity & Inclusion Policy – **(BH/CJ) APPROVED**

Whistleblowing Policy – **(EC/BS) APPROVED**

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**The meeting ends at 8.50pm**