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MINUTES OF A MEETING OF THE FRESHWATER PARISH COUNCIL HELD ON TUESDAY 5th AUGUST 2025 AT 7.38PM IN THE COUNCIL CHAMBER, MEMORIAL HALL, FRESHWATER

PRESENT: Councillors Turan (Chair), Armstrong, Bamford, Betts, Cameron, Chaucer, Cox, Hinton, Pakel, Whistance, Whyte

PUBLIC QUESTIONS

Prior to the Council meeting commencing there will be a public forum of up to 15 minutes, if necessary, when there will be an opportunity for members of the public to ask questions of the Parish Council regarding matters on the agenda.

1. APOLOGIES: Councillors Hobbs, Jarman, Seely

2. DECLARATIONS OF INTERESTS

To receive any declarations of pecuniary or non-pecuniary (personal) interests relating to items on the agenda.

Councillors Bamford, Hinton and Whyte declared an interest as trustees of MHALCO (Memorial Hall Arts & Leisure Company).

3. REQUESTS FOR DISPENSATIONS

To receive and consider granting any written requests from Members for dispensations in respect of disclosable pecuniary interests. **NONE**

4. UPDATE FROM WEST WIGHT HERITAGE CENTRE

Colin Piper attended to give a verbal update on the centre and answer questions.

5. MINUTES

To agree the minutes of the Freshwater Parish Council meeting held on 8th July 2025 (**PAPER A**). **AGREED FT/EC**

6. WARD COUNCILLOR REPORT – Councillors Jarman, Spink and Cameron provided updates by email. (Circulated to Councillors) **EC/DW NOTED**

7. OFFICER REPORTS

To receive a written update from the Clerk (**PAPER B**).

Clerk's Report August 2025

Proposal to Suspend Standing Orders and Terms of Reference to elect chair and vice-chairs of committees – Carried forward from July Meeting.

As you may be aware there was some confusion at the annual meeting and some committees did not have their chairs and vice-chairs elected. This went against the standing

orders and committee terms of reference. To enable the Councillors to elect these positions we will need to suspend the standing orders and terms of reference for part of the full council meeting. If it is decided not to vote for the suspension we will not be able to hold meetings for the committees with no chair or vice-chair.

MUGA Lights

The additional electrical work is still to be carried out, but we are hopeful that it will be completed by the end of the month. Water Bottle Filling Station Grant – Gate Lane Toilets We have now received the bottle filling station and this will be fitted over the next week or two. The new station has a base to stand any bottles or cups on so that there should be no issues with water spillage and slipping hazards in the winter months.

Skate Park Working Party

It was discussed at the Finance Committee Meeting that we need to put a working party together to complete the fundraising for the new skate park and pump track to enable the building to start. It would be great if some Councillors could volunteer to join this, we will also look for volunteers in the community to join us. We are very close to getting to our target but need the final push to reach our target.

Memorial Hall Patio Area

Most of the furniture has been delivered for the patio area and is being assembled by the caretaker. We are looking forward to everyone making use of the area over the summer.

Change of domain to .gov.uk

The government are putting in legislation in the next year or so to move all councils and government agencies to .gov.uk domains. This is to increase security and assist in any FOI requests. We are now going through the process of setting this up at the Parish Council and I will be in touch soon to move the Councillors over to the new email accounts. Councillors can have assistance from PC Consultants to aid with this switch.

8. CHAIRS REPORT

To receive a report from the Chair, Cllr Frances Turan (**PAPER C**).

Chairs Report August 2025

This month has been an interesting one. I accompanied the clerk on a visit to the Stroud. This was to witness some very enthusiastic pupils putting the new play equipment to the test. This they did with great gusto. There was no doubt that the equipment lived up to all expectations resulting in smiles and laughter all round. Their joy was infectious, and this provided the perfect opportunity to connect with the head teacher in a very positive way.

Unfortunately, I was out of action for a while and unfortunately missed the last planning meeting.

On Tuesday, the 24th of July Kirsty and I attended a school tea party at the invitation of the head teacher Ms Grainger. It was an extremely enjoyable afternoon, giving the opportunity to meet the many and varied members of the community, in a very convivial atmosphere. The benefits of such gatherings are priceless and can lead to greater understanding and mutual support.

Later that evening I attended the Freshwater Bay Residents Association meeting. This was very well attended. Becca Cameron gave a detailed update of her activities as ward councillor which was well received. The association is to be applauded for its wonderful community spirit, supporting not only its residents, but also the much-valued local voluntary

organisations that serve the area.

On Tuesday 29th July I visited Our Place, which is held every Tuesday morning at the Sports Centre. Becca Cameron was busy holding her monthly surgery as ward councillor. Adam Tucker and the deputy clerk, Mel, were on hand as always, ready to help and advise the many residents seeking personal assistance and support. It is always good to see these valuable sessions in action. They are always very well attended and provide a safe, friendly space for residents to relax, communicate, and feel part of a community. Well done and long may it continue.

I will be attending the open evening at Hurst. I am delighted that the Freshwater branch has been given a reprieve. Now let's all pull together to ensure that it becomes a permanent fixture.

- 9. CORRESPONDENCE** – there was one item of correspondence from MHALCO and staff thanking the Parish Council for their help to improve the courtyard open space.

10. COUNCILLOR MOTION

To consider the motion proposed by Councillor Whyte. ([PAPER D](#)) (**Councillor Hinton declared an interest as trustee of Dimbola**)

Motion Request from Councillor Whyte

I'd like to request that an agenda item for the next meeting: Wightlink

Freshwater Council write to Wightlink to raise concerns about the lack of advertising of their public meetings and to request that Freshwater Parish council is notified of future events. Wightlink is also requested to updated the parish council on what steps it is taking to make the Yarmouth/Lymington crossing more affordable and end the exorbitant "dynamic pricing" that is hurting residents and impacting our local businesses - particularly tourism and those needing specialist materials or labour from the mainland. **WW/EC AGREED**

11. TREE MANAGEMENT POLICY

To review and approve the policy attached written by Councillor Cox. (**PAPER E**) - **DEFERRED**

12. ACRE/NALC FLOOD SURVEY

To discuss whether the Parish Council wish to submit a response to the ACRE/NALC Flood Survey. (**PAPER F**)

To: County officers

Dear colleagues.

I hope you are very well. NALC has partnered with Action with Communities in Rural England (ACRE) to launch a new survey designed to help parish and town councils enhance their flood resilience. The short survey will capture what information and support parish and town councils need to better plan for flooding. The results will directly shape the development of practical resources tailored to local needs, ensuring that any future resources are genuinely helpful and relevant.

Alongside ACRE, we are particularly keen to ensure that the voices of parish and town councils are heard so that we can provide support that addresses real on-the-ground challenges. Member council participation will help both organisations deliver meaningful action that improves community resilience.

Parish and town councils are encouraged to respond to the survey by 23:45 on 29 August 2025. To ensure a broad and representative range of input, we request one response per parish or town council. This initiative supports Action 20 of the Rural Flood Resilience Partnership Action Plan, which aims to help communities plan for flooding. The survey link is here - <https://www.smartsurvey.co.uk/s/ACRE-NALC-survey-planning-for-flood-resilience/>

Please circulate and promote the survey link to all member councils in your county area between now and the 29/8 survey deadline – this is, as ever, much appreciated. Many thanks. Chris Borg

It was proposed that FPC respond via Councillor Hobbs providing she agrees. **EC/SB AGREED**

13. HOUSING NEEDS SURVEY

To discuss whether the Parish Council should implement a housing needs survey.
DEFERRED

14. RESPONSIBLE FINANCE OFFICER HOURS

To approve the request from the Clerk to approve additional working hours for the Responsible Finance Officer (**PAPER G**).

Officer Report Author: Kirsty Gibson Committee: Full Council Date: 5th August 2025

Report Title: Responsible Financial Officer Hours.

Background: The role of responsible financial officer (RFO) was separated out and recruited in March 2025, after being a combined role with the clerk for many years. The role has been recruited at 5 hours per week initially whilst the RFO completed their 6-month probationary period, and the true requirement of hours was assessed.

Details: The role is now three months in post, and it has become clear that 5 hours a week in this initial six-month probationary period has not been adequate and has seen the RFO working above their contracted hours on a frequent basis.

The reasoning for the higher hours has been due to the RFO being required to attend a high number of evening meetings which has taken away from the hours they are able to achieve work within, and due to the RFO re-writing a large number of documents for the council.

The nature of the role of RFO, will see peaks and troughs in workloads, and whilst the RFO fully settles into the day to day of the role, I am proposing to award a set number of additional hours. This would be reviewed again in a further 3 months.

Upon speaking with the RFO, an additional 30 hours for the period 1st July-30th September 2025 would be a suitable to cover the workload. This will be paid at an extra 10 hours per month for three months.

The financial implication of this would be a cost to the council of approximately £785.46 (this is the total cost for the 30 hours).

In the 2025/26 budget for staffing costs, there was costing for an administrative role totalling £23,034.12, which will now not be recruited and therefore is a saving to the council. This saving can be used to fund the additional hours paid to the RFO. It was proposed to accept the recommendation of the Clerk **WW/SB AGREED**

15. MEMORIAL HALL PRECEPT (GRANT) / RENT INCREASE PROPOSAL

To approve the request from the MHALCO to increase the precept (grant) payment and rent payable to cover their increased costs. **(PAPER H)**. See appendix 1

It was proposed to pay MALCO £12000 as requested and backdated for this financial year only, on the proviso that budgets are provided in advance next year so that this can be included in the budgeting process. **EC/TA AGREED (Councillors Bamford, Hinton and Whyte abstained.)**

16. FINANCE

To review and approve the recommendations from the Finance Committee. **(PAPER I)**

Recommendation Report Author: Tara Bloomfield Committee: Full Council Date: 5th August 2025

Report Title: Recommendations from the Finance Committee

At the meeting of the Finance Committee on 15th July 2025 the following items were passed as recommended approvals for the Full Council:

- I. To approve the updated grant awarding policy (PAPER F1) See appendix 2
DEFERRED
- II. To approve grant application forms (PAPER F2) See appendix 3 **DEFERRED**
- III. To review and approve bank reconciliations as of 30th June 2025 (PAPER F3) See appendix 4 **NOTED EC/AB**
- IV. Quarter end budget monitor & forecast (PAPER F4) See appendix 5 **NOTED EC/BH**
- V. To receive and approve the payments for the period ending 31st July 2025. See appendix 6 **NOTED DW/BC**
- VI. Grant applications:
It was proposed that terms of reference for grant awarding policy be suspended in order to allow the two grant applications to go forward. EC/BH AGREED
 - a. Grant application from Jack Issacs (PAPER F5a) See appendix 7 - **£226.00 BH/EC AGREED**
 - b. Grant application from West Wight Sports Centre Ltd (PAPER 5b). See appendix 8 **£10,000.00 BH/BC AGREED**
- VII. To establish a working group for the skatepark project to ensure it is delivered within

the timescales given by the IW planning department. (Background) See appendix 9
DEFERRED

17. COUNCILLORS COMMITTEE SELECTION

To approve the requests from Councillors to join Council committees. If required, to approve amending committee Terms of Reference to adjust committee numbers.

18. PROPOSAL TO SUSPEND THE STANDING ORDERS AND COMMITTEE TERMS OF REFERENCE TO ELECT CHAIR AND VICE-CHAIR POSITION

It was proposed that Councillors Turan and Cameron be accepted on Land Management & Assets Committee, Councillor Turan the Personnel Committee, Councillor Chaucer the Resilience Committee and Councillor Betts the Skatepark Committee **EC/BC AGREED**

- i) Planning Committee Vice-Chair Election – Councillor Whistance **FT/AB AGREED**
- ii) Land Management and Assets Chair – Councillor Turan **AB/SB AGREED**
- iii) Land Management and Assets Vice-Chair – Councillor Cameron **FT/BH AGREED**
- iv) Personnel Committee Chair – Councillor Bamford **AB/BH AGREED**
- v) Personnel Committee Vice-Chair – Councillor Hobbs **BH/FT AGREED**
- vi) Library Committee Chair – reaffirm decision to elect Councillor Whyte as Chair.
BH/FT AGREED

19. FUTURE AGENDA ITEMS

NONE

Meeting closed at 9.38pm

Should anyone require a copy of the minutes in a large print format please contact the Parish Council. Several paper copy agendas will be provided at the meeting for the public.