



NEWPORT & CARISBROOKE COMMUNITY COUNCIL

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MINUTES OF THE FULL COUNCIL MEETING OF NEWPORT & CARISBROOKE COMMUNITY COUNCIL HELD ON MONDAY 5th JUNE 2023 AT THE INDEPENDENT ARTS HUB STREET, NEWPORT, COMMENCING 6.45PM.

Councillors Present: Cllrs. Andrew Garratt (Chair), Matthew Ambrosini, Joanne Ballington, Geoff Brodie, Julie Jones-Evans, Robin Jordan, Vix Lowthion, Terry Martin, Joe Lever, Martin Oliver and Michael Smith.

<u>Clerk:</u>	Joshua Tombleson
<u>Public:</u>	0
<u>Outside Organisations:</u>	0
<u>Press:</u>	0
<u>Other:</u>	0

PUBLIC QUESTION TIME

None.

3175.	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllrs. Price, Redrup and Smart.
3176.	<u>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST</u> Cllrs. Brodie, Garratt, Jones-Evans and Oliver declared non-pecuniary interests in matters relating to the Isle of Wight Council (IWC) as Isle of Wight councillors. Cllrs. Ballington and Brodie declared a non-pecuniary interest in matters relating to Pan Together as a trustee of the charity. Cllr. Jones-Evans declared a non-pecuniary interest in matters relating to Newport Businesses as a member of Newport Business Association. Cllrs. Ambrosini and Martin declared a non-pecuniary interest in matters relating to Gunville as members of the Gunville Community Association. No written requests for dispensation were received.
3177.	<u>MINUTES OF THE LAST MEETING AND MATTERS ARISING</u> The minutes of the annual meeting of the Council held on 15 th May 2023 were presented to members. <u>RESOLVED:</u>

	<p>THAT, the minutes of the annual meeting of the Council held on 15th May 2023 be agreed and signed as an accurate record.</p> <p>The minutes of the meeting Full Council held on 15th May 2023 were presented to members.</p> <p>The Clerk noted some inconsistencies in the use of members forenames in the “Members Present” section which had been brought to his attention by Cllr. Brodie but not amended accordingly.</p> <p><u>RESOLVED:</u> THAT, the minutes of the meeting of Full Council held on 15th May 2023 be agreed and signed as an accurate record.</p> <p><u>MATTERS ARISING</u></p> <p>3168. Representatives For Outside Bodies- Cllr. Jones-Evans said that Older Voices have now resumed their meetings, however NCCC did not nominate a representative at the Annual Meeting. Cllr. Jones-Evans will find out more information on when the meetings are to take place and the Council can nominate a representative at a future meeting.</p>
3178.	<p><u>FINANCIAL MATTERS</u></p> <p>Members were presented with payments made during May 2023 for approval.</p> <p><u>RESOLVED:</u> THAT, the accounts paid in May 2023 be unanimously approved.</p> <p>Members received the income and expenditure report to 31st May 2023.</p> <p><u>RESOLVED:</u> THAT, the income and expenditure reports to 31st May 2023 be noted.</p> <p>Members received the balance sheet for May 2023.</p> <p><u>RESOLVED:</u> THAT, the balance sheet for May 2023 be noted and signed by the Chair.</p> <p><u>GROUNDS MAINTENANCE CONTRACT</u></p> <p>Members had before them a grounds maintenance tender document for members’ comments and approval. If approved by members, the Clerk can proceed to advertise the opportunity on Grant Finder.</p> <p>Members asked if an insertion could be made to the document to include potential repercussions to contractors of cutting areas which are being left to encourage wildlife, such as the wildflower meadow which is being encouraged on a section of Victoria Recreation Ground.</p> <p>It was agreed that wording would make clear to contractors of liability for the cost of restitution if incorrect areas are cut; and for the Clerk to make future contractors aware of these areas accordingly.</p>

	<p><u>RESOLVED:</u> THAT, the wording of the grounds maintenance tender document is approved, with the insertion of “contractor to be liable for the costs of restitution to areas cut where wildlife is being encouraged, such as wildflower meadows. Contractors will be made aware of these areas by the Clerk”.</p>
3179.	<p><u>CONFLICT OF INTEREST</u></p> <p>Members were asked to consider and declare if there are any conflicts of interest with NCCCs external auditors BDO LLP UK.</p> <p><u>RESOLVED:</u> THAT, there are no conflicts of interest with BDO LLP UK.</p> <p>A confirmation of this will be signed by the Chair and the Clerk on behalf of NCCC.</p>
3180.	<p><u>INTERNAL AUDIT</u></p> <p>The lead member for finance, Cllr. Brodie, presented the Internal Audit report to members. He informed members that the report represented a clean bill of health for the council and that it was an excellent reflection on the council's Responsible Finance Officer, Vikki Wright.</p> <p><u>RESOLVED</u> THAT, the Internal Audit report is received by members.</p>
3181.	<p><u>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN</u></p> <p>Members had before them the Annual Governance Statement for 2022/2023 for approval.</p> <p><u>RESOLVED:</u> THAT, the Annual Governance Statement for 2022/2023 is approved.</p> <p>Members had before them the Accounting Statement for 2022/2023.</p> <p><u>RESOLVED:</u> THAT, the Accounting Statement for 2022/2023 be approved.</p> <p>Cllr. Lever joined the meeting and declared a non-pecuniary interest in matters relating to the Isle of Wight Council as an IW Councillor.</p>
3182.	<p><u>IWALC</u></p> <p>The Chair, Cllr. Garratt, who is also the council's nominated representative for IWALC, invited members to discuss and consider any items which they wished him to take forward to the IWALC AGM due to take place in June.</p> <p>Cllr. Garratt provided a brief verbal overview of the most recent meeting that he and Cllr. Smith had attended on behalf of NCCC.</p>

	<p>Members would prefer a move be made for a weighted voting system to be introduced at IWALC, as opposed to the current one council/one vote system. Cllr. Garratt will engage with other councils on the Island and see if there could be an appetite for this and, if so, produce a proposal to go to the IWALC AGM.</p> <p>Members indicated that they would like to see a short one-sided report, produced by the representatives to be brought to future meetings. The representatives indicated that they would accommodate this.</p> <p>Cllr. Garratt reminded all members that the IWALC AGM is open to all councillors, not just those that are nominated representatives.</p>
3183.	<p><u>64 HIGH STREET</u></p> <p>The Clerk informed members that the National Gallery has now arrived at 64 High Street. The partnership is part of the National Gallery “Constable Visits Tour” where the painting “The Cornfield” by John Constable is being displayed until Sunday 11th June 2023. The Visits tour aims to bring some of the National Gallery’s’ most beloved paintings to areas and venues that may not usually be associated with Art, to give more people the opportunity to see them.</p> <p>The Clerk invited members to a stakeholders evening being organised by Independent Arts.</p> <p>The Clerk provided an overview of the delay to shoplets tenants occupying the units, which has now been resolved and the two initial tenants will have their doors open on Tuesday 13th June. An applicant for the third and final unit is still being sought and will continue to be advertised through Facebook and word of mouth. If not successful, then other methods of advertisement may be explored following conversations with the General Purposes Working Party. A sign will be placed on the front of the unit to advertise the opportunity.</p> <p>A small display has been erected by Shaping Newport in the front of the building, which invites members of the public to have their say on the Shaping Newport Survey.</p> <p>Cllr. Jones-Evans informed members that the next Shaping Newport steering group and forum will take place on Wednesday 7th June. A main topic for discussion will be the survey results.</p>
3184.	<p><u>COST OF LIVING</u></p> <p>Citizens Advice Bureau have reported that they are now seeing an overwhelming number of people visit them who are currently in work but still in need of help.</p> <p>The newly opened Community Pantry at the Newport Congregation Church is now going to be open on a Friday evening, which allows those who are unable to visit in the earlier, daytime hours, to use the service.</p> <p>The Clerk reported that he had recently met with the Footprint Trust about potential partnership working on air fryer courses. Footprint Trust have agreed to run a course at 64 High Street on Tuesday 4th July 10am-11.30am. There will be</p>

	<p>12 spaces available, and the Clerk suggested that these be equally allocated to The Pyle Street Community Pantry and the Community Larder, located at Pan Together, to advertise and select 6 individuals each to attend.</p> <p>The Footprint Trust have funding available, which was obtained through a Connect4Communities grant, to allow them to run the course and provide each attendee with an air fryer and food voucher, free of charge. If funding allows, they may be able to run a second course at a later date.</p> <p>Cllr. Jones-Evans indicated that she would like to explore if there is an appetite for partnership working with different organisations to explore offering a slow cooker course to help people reduce their food preparation costs. If there are organisations interested in enabling this to happen, then she would look to see what funding could be available to enable this.</p>
3185.	<p><u>HIGH STREET HERITAGE ACTION ZONE</u></p> <p>Members received a verbal update from HSHAZ representatives. Although the most recent meeting was quite short, Cllr. Jones-Evans will circulate the most recent HSHAZ highlight report to provide members with an overview of recent activities.</p>
3186.	<p><u>SHAPING NEWPORT</u></p> <p>The next Shaping Newport steering group and forum is being held on Wednesday 7th June; therefore, a more extensive update will be given at the July meeting of Full Council.</p> <p>Members requested that the Clerk arrange a meeting, where the public can attend, to receive a presentation of the Shaping Newport survey results from the project officer, Pete Fellows. Cllr. Brodie indicated that this would be useful to inform the new strategic plan, but also asked why this review had gone quiet. The Chair, said that this had not been forgotten and is aware that it needs resurrecting.</p>
3187.	<p><u>ASSETS & FACILITIES COMMITTEE</u></p> <p>The vice-chair of the committee, Cllr. Martin, presented the draft minutes of the committee held on 23rd May 2023.</p> <p><u>RESOLVED:</u> THAT, the minutes of the Assets & Facilities committee meeting held on 23rd May 2023 be noted.</p>
3188.	<p><u>PLANNING & CONSULTATION COMMITTEE</u></p> <p>The chair of the committee, Cllr. Lowthion, presented the comments of the committee held on 25th May 2023.</p> <p>Cllr. Lowthion said that attendance at the committee is low due to the minimal members of the committee, which can sometimes lead to a lack of knowledge and expertise on certain applications which greater member participation could offer, and that this put pressure on the small number of members present at the meeting. She invited members to consider if there was any way this could be</p>

	<p>addressed. A short discussion took place amongst members, with views being shared on why this may be.</p> <p>Cllr. Brodie suggested that the two options which are available to the committee are either to consider abolishing the committee and any applications requiring consideration for comment being included as part of the meeting of full council, or alternatively holding the meeting of the Planning & Consultation committee immediately before Full Council, commencing 6pm. Both options should enable greater attendance as members are usually available at these times. He highlighted that should the council wish to proceed with a trial of option two, then the council must approve the membership of all members of the council to be part of the committee, otherwise this would not work.</p> <p>The Clerk reminded members that he does not currently possess the knowledge and skills of the assistant clerk, Laura Jones, who clerks the Planning & Consultation Committee and as this would not be one of her working days, members should be mindful of this during the trial period. He suggested that the assistant clerk create the necessary papers for the meeting, as per the current process and that she constructs the comments of the committee from the meeting recording on her return to work the following morning. Members felt this would be sufficient and give the right balance of retaining the best preparation and comment structure, whilst increasing the attendance and member participation.</p> <p><u>RESOLVED:</u> THAT, the comments of the Planning & Consultation committee meeting held on 25th May 2023 be noted.</p> <p>THAT, All members of Newport & Carisbrooke Community Council be appointed as members of the Planning & Consultation Committee. It will be trialled that the Planning & Consultation Committee be held on the 1st Monday of the month, commencing at 6pm.</p> <p>It was noted by members that the draft minutes of the Planning & Consultation Committee held on the 27th April 2023, still need to be noted by the council as incorrect minutes had been provided previously. These minutes will be included for noting on the agenda for the July meeting of Full Council.</p>
3189.	<p><u>CLERK'S REPORT</u></p> <p>No items to report.</p>
3190.	<p><u>REPORTS FROM OUTSIDE BODIES</u></p> <p>An update from the IWALC representatives had been provided under a separate item.</p>
3191.	<p><u>MEMBERS' QUESTIONS</u></p> <p>Cllr. Oliver asked the Clerk to remind the council of the procedure in relation to Cllr. Smart's non-attendance at meetings and asked the council what could be done to prevent the council losing a long standing member through non-attendance, as he was conscious this may occur if she was unable to attend the meeting of full council in July.</p>

	<p>The Clerk provided members with a reminder of the procedure, key dates, and what was discussed previously when a different member was in a similar position, albeit for different reasons to Cllr. Smart.</p> <p>A short discussion took place amongst members indicating that they would like to see Cllr. Smart be given approval for an extension to the time she has to attend a meeting, if there was a way of making this possible. The Chair said that he would write a summary for Cllr. Smart, which he will deliver and discuss with her to see how she is feeling and what she would like to do. Members are hopeful that she will provide a request for an extension for members to consider at the meeting of full council in July, should she not be able to attend, but also accepted that this should be potentially for a period of 3 months, when it can be reviewed again depending on her health and how she is feeling about the position. Cllr. Garratt will update members following him being able to meet with her.</p>
3192.	<p><u>HEALTH & SAFETY</u></p> <p>The Clerk made members aware that he had received a notification from the Isle of Wight Council of a report they had received of a small cut sustained to an individual caused by a section of fence at Nine Acres recreation ground. The IW Council will inform the Clerk if there is any further action, in the meantime the Clerk will ask the maintenance officer to inspect the section and make any corrections required.</p>
3193.	<p><u>NEXT AGENDA</u></p> <p>Any items which members wish to be included as part of the next full council agenda should be sent to the clerk in good time in the usual way.</p>
3194.	<p><u>NEXT MEETING</u></p> <p>The Clerk noted that the next meeting will take place on 3rd July 2023, commencing 18:45 at 64 High Street, Newport, as the incorrect date was written on the agenda.</p> <p>The Clerk said that he had received a request from the members of Carisbrooke & Gunville that they wish meetings to still proceed in the ward as had happened previously. He is in correspondence with the members and once a suitable proposal has been received it will appear before members for consideration of a change of venue for certain meeting, as agreed at the meeting of full council in May. Cllr. Brodie reminded members that no budget had been allocated for venue hire as part of the 2023/2024 budget as it was anticipated that all meetings would take place without costs at 64 High Street.</p>

Contact: Joshua Tombleson – 01983 559119 or clerk@newportwight.org.uk

CHAIR