



# NEWPORT & CARISBROOKE COMMUNITY COUNCIL

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## MINUTES OF THE FULL COUNCIL MEETING OF NEWPORT & CARISBROOKE COMMUNITY COUNCIL HELD ON MONDAY 4<sup>th</sup> SEPTEMBER AT 64 HIGH STREET COMMENCING AT 6.45PM.

Councillors Present: Martin Oliver (Vice-Chair), Joanne Ballington, Geoff Brodie, Julie Jones-Evans, Vix Lowthion, Terry Martin and Matthew Price.

<u>Clerk:</u>	Joshua Tombleson
<u>Public:</u>	2
<u>Outside Organisations:</u>	1
<u>Press:</u>	0
<u>Other:</u>	1

### PUBLIC QUESTION TIME

Sheila Hall, a resident of Carisbrooke & Gunville, was present at the meeting and wished to put a question to Cllr. Matthew Ambrosini regarding an ongoing issue she has with accessing the noticeboard in Carisbrooke. Due to the absence of Cllr. Ambrosini, the Chair, Cllr. Oliver, said the matter would be followed up with him following the meeting. The Clerk is aware of the situation and has been in dialogue with the resident.

<b>3213.</b>	<u>APOLOGIES FOR ABSENCE</u>  Apologies were received from Cllrs. Garratt, Lever, Smart and Smith.  Cllr. Price made members aware that he would need to leave the meeting early.
<b>3214.</b>	<u>ENVIRONMENT OFFICER</u>  Apologies were received from Sophia Hellyer, Environment Officer for Newport and Carisbrooke, as she was unable to attend the meeting due to an injury.
<b>3215.</b>	<u>SHAPING NEWPORT SURVEY</u>  Members were joined by Pete Fellows, Shaping Newport, who provided an update on the project, and a summary of the recent Shaping Newport Survey results. Approximately 750 results were received by different methods of communication, and many shared common themes. The next steps for the Shaping Newport group will be to agree an action plan that will shape the future of the project in recognition that the project has evolved since its inception.  It was asked if a hard copy of the survey could go to the schools to reach the younger demographic more broadly.

	An informal working group will be convened ahead of the next meeting of full council to discuss the action plan in more detail.
<b>3216.</b>	<p><u>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST</u></p> <p>Cllrs. Brodie, Jones-Evans, Oliver and Price declared non-pecuniary interests in matters relating to the Isle of Wight Council (IWC) as Isle of Wight councillors.</p> <p>Cllrs. Ballington and Brodie declared a non-pecuniary interest in matters relating to Pan Together as a trustee of the charity.</p> <p>Cllr. Jones-Evans declared a non-pecuniary interest in matters relating to Newport Businesses as vice-chair of Newport Business Association.</p> <p>Cllr. Martin declared non-pecuniary interests in matters relating to Gunville as a member of the Gunville Community Association.</p> <p>No written requests for dispensation were received.</p>
<b>3217.</b>	<p><u>MINUTES OF THE LAST MEETING AND MATTERS ARISING</u></p> <p>The minutes of the meeting of Full Council held on 3<sup>rd</sup> July 2023 were presented to members.</p> <p><b><u>RESOLVED:</u></b>  <b>THAT, the minutes of the meeting of Full Council held on 3<sup>rd</sup> July be agreed and signed as an accurate record.</b></p> <p><u>MATTERS ARISING</u></p> <p>None.</p> <p>Item 9 on the agenda, Shaping Newport, was brought forward by the Chair in order to receive further updates from representatives whilst the Shaping Newport Officer, Pete Fellows, was still present to answer any questions.</p>
<b>3218.</b>	<p><u>SHAPING NEWPORT</u></p> <p>Members received a brief update on items relevant to the Shaping Newport project that were not discussed as part of the earlier agenda item. Items included the Newport free parking pilot, funding applications for the Guildhall, the Biosphere principles and the Wight Gift Card. These items will be discussed further before the next meeting of Full Council and will be included on the next agenda if decisions are required to be made.</p> <p>The item which provoked the most discussion was South Street toilets. Cllr. Jones-Evans informed members that the unit within the building, previously leased by Shop Mobility, is now vacant. NCCC has previously explored potential opportunities for developing the site, should the opportunity become available. A discussion took place regarding the feasibility of the site for a post office; however the general feeling of members was that this should be a service which could be taken on by a willing commercial operator, who would be able to make it more financially viable. Although details of the parties interested in providing this have</p>

	<p>not been disclosed due to its commercially sensitive nature, Cllr. Jones-Evans believes negotiations remain positive and is hopeful that this will materialise. The Chair suggested that this item be discussed further at the September meeting of the Assets &amp; Facilities committee.</p> <p>Cllr. Brodie, lead member for finance, said that once options are explored with the IWC around the future of the asset, figures can be assembled to assess the budgetary implications. He urged members to be mindful that the council already has significant responsibilities with Post Office Lane and 64 High Street and the council should think very carefully, and survey the public, if it chooses to pursue the opportunity. He acknowledged that is important to do something with South Street but must bring the residents of Newport and Carisbrooke along too.</p>
3219.	<p><b><u>FINANCIAL MATTERS</u></b></p> <p>The lead member for finance, Cllr. Brodie, presented the first four finance items to members. He reminded people of the budget setting process for 2023/2024, with the deadline for bids being 31 October.</p> <p>Members were presented with payments made during July and August 2023 for approval.</p> <p><b><u>RESOLVED:</u></b>  <b>THAT, the accounts paid in July and August 2023 be unanimously approved.</b></p> <p>Members received the income and expenditure report to 31<sup>st</sup> August 2023.</p> <p><b><u>RESOLVED:</u></b>  <b>THAT, the income and expenditure reports to 31<sup>st</sup> August 2023 be noted.</b></p> <p>Members received the balance sheet for July and August 2023.</p> <p>Cllr. Brodie asked members to look at the balance sheet reserves closely ahead of the budget setting process and noted some of the reserves which have been in place for multiple years.</p> <p><b><u>RESOLVED:</u></b>  <b>THAT, the balance sheet for July and August 2023 be noted.</b></p> <p><b><u>GRANT APPLICATION</u></b></p> <p>Members had in front of them a grant application from Victim Support, for £100 to support the purchase of security items such as door alarms, personal alarms and window alarms.</p> <p><b><u>RESOLVED:</u></b>  <b>THAT, the grant application for Victim Support be agreed for the full £100 requested.</b></p> <p><b><u>GROUNDS MAINTENANCE TENDER</u></b></p> <p>Members had before them a proposal from the Assets &amp; Facilities committee, following discussion and review of the returned tenders at the latest meeting of</p>

the committee. The Assets & Facilities committee recommend that NCCC agree the officer recommendation of contractor D2 for Clatterford, Downside, Victoria Recreation ground, Vectis Field and Nine Acres, whilst appointing contractor E for Medina Riverbank.

**RESOLVED:**

**THAT, contractor D2 be agreed for Clatterford, Downside, Victoria recreation ground, Vectis Field and Nine Acres, and contractor E for Medina Riverbank.**

Contractor D is John O'Conner (Grounds Maintenance) Ltd and Contractor E is Green Jiant.

**D-DAY/SUMMER EVENT**

Members had before them a paper produced by the Deputy Clerk, providing an overview of what can be prepared for a D-Day/Summer event, and also an accompanying proposal from Cllr. Price for members consideration. The proposal is for NCCC to allocate £15,000 as part of the 2024/2025 budget to support the event at Victoria Recreation ground in June 2024. Cllr. Price summarised the proposal.

The lead member for finance, Cllr. Brodie, stated that he supported the item in principle, however he was unhappy with how the item has appeared before the council and felt it would have been courteous to consult him prior to the meeting, given his role. Cllr. Brodie proposed an amendment to the proposal of Cllr. Price, to remove the figure of what amount of money is being allocated. He felt this would enable the item to be dealt with in line with the usual budget setting process but also give comfort to the Deputy Clerk that money would be made available for the event, as it was supported in principle by members. Cllr. Price thanked Cllr. Brodie for his work as lead member for finance and accepted this amendment. He said he would review his project budgets and any unspent funds from these can be allocated towards the event. The Clerk asked if Cllr. Price could review these budgets with a view to proposing suitable virements into a new budget line for the event at the October meeting of Full Council, to produce an initial budget which the Deputy Clerk can utilise to pay deposits and items which need early booking.

Cllr. Jones-Evans highlighted that there may also be grant funding opportunities through third parties which the council could look to access to support the event. The Deputy Clerk has already held conversations regarding arts funding for the event which Independent Arts will look to support.

**RESOLVED:**

**THAT, a budget allocation will be made as part of the 2024/2025 budget to support a D-Day/summer event at Victoria Recreation Ground in June 2024.**

Cllr. Martin left the meeting.

**3220. HOUSING NEEDS SURVEY**

Cllr. Brodie summarised the item to members. NCCC has previously explored the possibility of conducting a housing needs survey, however chose not to proceed.

	<p>However, he now feels that it is an important piece of work to carry out to enable the council to get a better understanding of exactly what housing is needed within the community of Newport &amp; Carisbrooke. This will assist the council in its future decision making. Cllr. Price agreed and said that if produced, NCCC should then push the IWC to adopt as a supplementary planning document to enable the IWC planning committee to draw on any evidence it may provide in their assessment of planning applications within the parish.</p> <p><b><u>RESOLVED:</u></b>  <b>THAT, NCCC engage IWC to commence the process of conducting a housing needs survey for Newport &amp; Carisbrooke.</b></p>
3221.	<p><b><u>YOUTH TRUST WELLBEING BOXES</u></b></p> <p>Members had before them a Paper, produced by the Youth Trust, which was a final report on the "Year of the Child" project. Cllr. Lowthion spoke on the item and summarised its contents.</p> <p>Cllr. Lowthion had with her one of the 'wellbeing boxes' which had been produced by the Youth Trust to support teachers at local school in running a series of workshops for pupils themed around emotional wellbeing.</p> <p>Cllr. Jones-Evans reminded members of the background behind the "Year of the Child" project, its significance and how important the work which has been carried out has been to local children.</p> <p>The Chair brought forward item 12 on the agenda as Cllr. Price needed to leave the meeting early.</p>
3222.	<p><b><u>ASSETS &amp; FACILITIES COMMITTEE</u></b></p> <p>The Chair of the Assets &amp; Facilities Committee, Cllr. Price, presented the minutes of the committee meeting held on 18<sup>th</sup> July 2023 to members.</p> <p><b><u>RESOLVED:</u></b>  <b>THAT, the minutes of the Assets &amp; Facilities committee meeting held on 18<sup>th</sup> July 2023 be noted.</b></p> <p>Cllr. Price left the meeting.</p>
3223.	<p><b><u>64 HIGH STREET</u></b></p> <p>The Clerk provided members with a verbal update on the activities within 64 High Street.</p> <p>Now that the new blinds have been fitted to the skylights in the rear meeting room, presentations which require use of the projector can now go ahead. Following the success of the first heritage display which focused on first electric car, which was designed and built on the Island, the Deputy Clerk has been busy supporting the introduction of the new exhibition on the brick works of Newport &amp; Carisbrooke, as well as scheduling heritage themed talks for the building which will utilise the space. Talks booked so far include:</p>

	29th Sept	Wayne Pritchett	'Medina and the Quay'
	25th Oct	Roger Fruen	'Valentine Gray – The Little Sweep'
	9th Nov	Richard Smout	'Women of the Borough – Past Lives in Newport & Carisbrooke'
	17th May 2024	Mark Earp	'Newport – The County Town: Saints, Sinners and Salty Sea Dogs'
	<p>Private bookings for the rear meeting room are now being taken, and the Clerk summarised the judgement on pricing and suggested contributions, an approach which members indicated support to.</p> <p>The IWC will be running their 'Multiply' sessions for adults, themed around budgeting, every Wednesday between 20<sup>th</sup> September and 13<sup>th</sup> December. Cllr Brodie said that these have been running successfully at Pan Together for some months.</p> <p>The Footprint Trust have run a second air fryer workshop at the building which was well attended and received good feedback. If the Footprint Trust have funding available in the future to provide further sessions, then they will engage NCCC about using the building again to do this for residents.</p> <p>The Clerk informed members that the tenancy of the Living Well and Early Help team has now come to an end and they are unlikely to renew for a further period, although would like to have a presence in the building on a reduced scale for a short period of time. The Clerk provided members with a summary of the feedback received. He will engage with Cllrs. Jones-Evans and Brodie around next steps to advertising the units and discussing next steps.</p>		
<b>3224.</b>	<u>COST OF LIVING</u> <p>Cllr. Brodie provided an update on the integration of the some of the Law Centre services into the work of Pan Together, which are now available to all residents of the parish. Cllr. Brodie asked the Clerk if he is able to share some of the social media updates regarding this on NCCC's own channels.</p> <p>Cllr. Jones-Evans said that the Cost-of-Living Partnership Chair and IWC Director of Regeneration, Chris Ashman, has now left the organisation. Ian Lloyd will chair the partnership meetings going forward. Chris Ashman was thanked for his generosity in donating his leaving collection to Pan Together to support their work and the needs of local residents.</p>		
<b>3225.</b>	<u>CLERK'S REPORT</u> <p>No Items to report.</p>		
<b>3226.</b>	<u>REPORTS FROM OUTSIDE BODIES</u> <p><u>IWALC-</u> The NCCC representatives for IWALC were not present at the meeting. The Clerk said that a recent communication received from IWALC summarised the meeting held between the organisation and IWC regarding local town/parish</p>		

	councils taking on IWC assets and the process in place to do this. The Clerk will circulate this to members and speak with IWALC representatives around the dissemination of emails to members going forward.
3227.	<p><u>MEMBER'S QUESTIONS</u></p> <p>Cllr. Jones-Evans asked members if they would like an update on the High Street Heritage Action Zone. The HSHAZ officer is working with Southern Water to look at the final plans for the High Street Sustainable Drainage Systems (SUDs). Southern Water have engaged to fund these works as a pathfinder project, however they have encountered issues with the quantity and depth of utilities under the High Street and are looking for solutions to address these ahead of the scheduled start of the works in January.</p> <p>The previous Project Manager has now left the role, and funding which has been saved by utilising less officers, will be allocated towards providing additional support for communications and surveys which may be required as part of the final stages of the project.</p>
3228.	<p><u>HEALTH &amp; SAFETY</u></p> <p>No items to report.</p>
3229.	<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>
3230.	<p><u>NEXT MEETING</u></p> <p>The next Full Council meeting will be held on Monday 2<sup>nd</sup> October, commencing 1845 at 64 High Street, Newport.</p>
3231.	<p><b><u>RESOLVED:</u></b>  <b>THAT, due to the confidential nature of the business about to be transacted it is in the public interest that the public and press be excluded, and they are instructed to withdraw in accordance with the requirements of the Public Bodies (Admission to Meetings) Act 1960 s1(2) and Standing Order 63.</b></p>
3232.	<p><u>STAFFING</u></p> <p>Members considered the Clerks report, which recommended a change of grade to the maintenance officer role.</p> <p><b><u>RESOLVED:</u></b>  <b>THAT, the recommendations contained within the Clerks report, and updated job description, are agreed. (Papers J1 and J2)</b></p>

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CHAIR

