

ROOKLEY PARISH COUNCIL

Minutes of the Meeting of Rookley Parish Council held on Wednesday 1st March 2023 at 7.30pm in the Village Hall, Highwood Lane, Rookley, Isle of Wight.

Present: Chairman: Cllr E. Wills
Cllrs: M. Jones, I. RigaudBarrett, A. Watts and B. Benham.
In attendance: Clerk Tina Bailey and one member of the public.

87/22-23 APOLOGIES

To receive any apologies for absence – None.

88/22-23 CO-OPTION AND UPDATE ON COUNCILLOR VACANCIES

1. To agree the co-option of Mrs Bunty Benham

RESOLVED

That Mrs Bunty Benham is co-opted as a member of Rookley Parish Council.

Mrs Benham signed the Declaration of Acceptance of Office which was duly countersigned by the Clerk.

2. To receive an update on Councillor Vacancies

Ref: min 82/22-23. The Returning Officer has confirmed that an election has not been called. There are now two vacancies available by co-option and will be advertised on the Notice Board.

89/22-23 REGISTER OF INTERESTS AND DECLARATIONS OF INTERESTS

1. Review of the Register of Interests.

The Clerk advised that on reviewing the Register of Interests form to be provided to the newly co-opted member, she had noted it did not contain the final page relating to the additional interests that should also be declared.

The Clerk checked all current members completed and signed registers, submitted when their Declaration of Acceptance of Office had been signed and reported that this page was not included and the Code of Conduct was not being complied with.

The Clerk provided printed copies of the Code of Conduct and new Register of Interest forms to all Councillors and worked through the documents with the council to explain what is required and must be adhered to.

RESOLVED

All members of the Parish Council reviewed and updated their Register of Interests accordingly, which the Clerk will forward to the Monitoring Officer.

2. To receive any pecuniary or non pecuniary interests - None

3. To receive and consider any written requests for dispensation- None

90/22-23 TO APPROVE THE MINUTES OF THE MEETING HELD ON 1st FEBRUARY 2023

RESOLVED

That the minutes of the meeting held on 1st February 2023 were approved as a true record and duly signed

91/22-23 HIGHWOOD LANE / SOUTHERN WATER UPDATE

It was reported that the Waste Water Plant is not working and Southern Water are currently reviewing two options requiring capital expenditure, to remedy the situation. There has been no formal response to the letter sent by the council regarding this issue.

92/22-23 PLAYGROUND

1. MATTERS IDENTIFIED IN THE RISK MANAGEMENT SCHEDULE APPROVED IN FEBRUARY 2023.

To agree to obtain legal advice via IWALC, to clarify the Council's legal liabilities in providing play equipment on land owned by RVA without a current lease.

With regards to the lack of a current lease, the Clerk recommended that the Council obtain legal advice on this matter.

RESOLVED

That the Council agree that the Clerk obtains legal advice via IWALC, to clarify the Council's legal liabilities in providing play equipment on land owned by Rookley Village Association (RVA) without a current lease.

2. SWINGS – REPLACEMENT OF UPRIGHT POSTS.

To discuss an offer received, to replace the upright posts.

Following a post on Rookley Village Associations Facebook regarding the problems with the council's swings, the Chairman received an offer to supply replacement metal posts and had circulated the email correspondence to the council. Cllr RigaudBarrett reported that he had been in further discussions and is waiting to be provided with specifications of the repairs.

The clerk recommended that a Working Party should be adopted and presented the following Terms of Reference for approval.

Purpose:

The working party will be:

- An advisory group working to progress the repair/replacement of the skatepark and swings.
- Investigate any funding sources
- Confer with the Clerk for a risk assessment (when necessary) to be undertaken prior to reporting back at each meeting for the council's decision.

Number of Members

The working party will consist of a minimum of two councillors

Responsibility

- The working party has no power to accept any offers, make any decisions or issue orders or contracts on behalf of the council.
- Any proposals/recommendation must be in accordance
 - with the Financial Regulations and Standing Orders
 - (EN 14974 and EN 1176) compliance
 - Insurance compliance
 - To adhere to the best practice guide presented to the council in Dec 22

RESOLVED

1. That the above Terms of Reference for the Playarea Working Party are adopted.
2. That the Working Party will consist of the Chairman and Cllr. RigaudBarrett.

93/22-23 TO RECEIVE REPORTS / INFORMATION FROM

1. The Clerk

The Clerk advised that the provision of a new website separate from the village website needs to be discussed next month and noted Godshill has a new website. The Clerk had investigated the provider and the costs for Godshill's website, which were very reasonable.

Cllr Watts offered to create the new council's website to the specification required, which was gratefully accepted and the Clerk will provide details of the requirements for a legally compliant parish council website as soon as possible.

2. **The Chairman-** none.

3. **Parish Councillors reported**

- The arrival of Wightfibre, who are laying cable for broadband provision in the village
- An issue regarding a fence on land in Hillcrest Rd was noted.

4. **IW Councillor S. Ellis**

Cllr Ellis was unwell and had sent her apologies for not attending.

94/22-23 FINANCES

1. **To agree the appointment of the Internal Auditor**

The Clerk reported that Mr Gareth Hughes is willing to undertake the Internal Audit at the same costs of £120, as last year.

RESOLVED

That Mr G. Hughes is appointed as the Internal Auditor to undertake the 2022/23 Audit for a cost of £120.

2. **To adopt the 2023 Asset Register**

The Clerk explained that an annually updated Asset Register is a requirement under the financial rules and regulations which govern the Parish Council's business. The presented register was reviewed and an additional item included.

RESOLVED

That the 2023 Asset Register is adopted.

3. **To approve the payments.**

Payable to:	Details	Total
V Bailey	Feb Salary and Expenses	385.29
WALC	Annual Subs	<u>127.41</u>
		512.70

Pending payment

M Jones	Xmas invoice reimbursement (chq)	10.00
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RESOLVED

The payments as presented were approved.

4. **To note the bank reconciliation at the end of February 2023**

Balance at 28 th February 2023	£4207.38
Less: Expenditure	<u>512.70</u>
Balance at 28 th Feb 23	£3694.68

The reconciliation was noted and verified by the Chairman, against the presented bank statement.

95/22-23 PLANNING

To discuss any planning applications received and note any IWC decisions - None

The date of the next meeting will be Wednesday 5th April 2023.

The meeting closed at 20:32

Chairman

Date

Appended : Min 94/22-23 (2) 2003 Asset Register