

# TOTLAND PARISH COUNCIL

Minutes of the **Full Council** meeting of **TOTLAND PARISH COUNCIL** held on **Monday 11th November 2024 at 6:00 PM**, at Council Chamber, Parish Council Office.

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Those present :

Chairman : Mr G Wyre

Vice-Chairman : Mrs J Cave

Councillors : Mrs H Benns, Mr S Blamire, Mr V Fennell, Mr C Jarman

Officers : Mrs H Gibbs

\* Attended remotely

## **PUBLIC FORUM**

*There will be up to [15 minutes](#) available for members of the public to speak, in accordance with the Public Participation Procedure, copies of which are available at meetings or on the website. At the Chairman's discretion, members of the public may be invited to speak on specific items during the meeting, but this is not a given.*

*Please note that Parish Council meetings are not public meetings, however, members of the public have a statutory right to attend meetings of the council as observers only. Public have no legal right to speak unless the Parish Council Chairman authorises them to do so.*

*Neither Councillors or the Clerk are under pressure to respond immediately to comments made during the public participation other than those which relate to items on the Agenda. Members of the public do not have a right to force items onto the Council Agenda.*

*None.*

*The Chairman had received a note of apology from residents who felt they had been disrespectful at the Remembrance Parade the day before as they had needed to get home quickly. Councillors thanked them for the note but as the Parade was clearing all was good.*

## **258/24 APOLOGIES**

*To receive and accept apologies for non-attendance.*

*Apologies were received from Councillor Howe and Councillors accepted this apology.*

**RESOLVED.**

## **259/24 DECLARATIONS OF INTEREST**

*Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in an item of business on the agenda no later than when the item is reached.*

*Unless dispensation has been granted, you may not participate in any discussion of, or vote on any matter in which you have a pecuniary interest.*

*You must withdraw from the room when the meeting discusses and votes on the matter.*

*Councillor Jarman declared an interest as a Freshwater Parish Councillor. **NOTED.***

## **260/24 MINUTES AND UPDATES**

*To receive for approval minutes of the Parish Council meeting (s) as below:*

*Monday 9th September 2024*

*The minutes were accepted and approved as a true and accurate record of this*

meeting. **RESOLVED.** Proposed Councillor Fennell, seconded Councillor Bennis all agreed.

## 261/24 FINANCE AND GRANTS

a. To ratify the decision to remove the dead Elms on the Recreation Ground at a cost of £3900.00 + VAT

**RATIFIED.** Proposed Councillor Wyre, seconded Councillor Cave and all agreed.

b. To agree an annual contribution to IOW Defibrillators from 2024/2025 until 2028/2029 (5 years) of £250.00/year.

Councillors agreed to this contribution for the next 5 years. **RESOLVED.** Proposed Councillor Wyre, seconded Councillor Bennis all agreed.

c. To note the completed AGAR for 2023/2024 and note the 'Other Matters'.

The completed AGAR was noted. The Clerk explained that the Engagement Letter for the Internal Auditor was a new request from the External Auditor and the Clerk is already working on this. Councillors already annually reappoint an Internal Auditor and this is minuted. The Parish Council no longer hold any petty 'cash', however, a nominal code within the accounts remain. **NOTED** by all Councillors.

d. To confirm the notice of conclusion was displayed before 30th September 2024. Noticeboard and website.

The Clerk confirmed the notice of conclusion was displayed on the noticeboard in the Parish office window and on the website before 30th September 2024. **RESOLVED.**

e. To agree to drawing down the Public Work Loan for the Recreation Ground.

Councillors agreed to draw down this Public Work Loan to complete the Recreation Ground project. **RESOLVED.** Proposed Councillor Fennell, seconded Councillor Cave, all agreed.

f. To agree the approval of payments to 14th October 2024 and 11th November 2024.

**APPROVED** and **RESOLVED** to make payments by bank transfer/cheque/debit card link below:

<https://www.totlandparishcouncil.org.uk/wp-content/uploads/Payments-Sheet-Oct-24.pdf>

<https://www.totlandparishcouncil.org.uk/wp-content/uploads/Payments-Sheet-Nov-24.pdf>

## 262/24 PLANNING APPLICATIONS, DECISIONS, APPEALS & TREE WORKS

a. To consider Planning Applications

**[Replacement of existing wooden windows and french door with UPVC](#)**

Flat 5 Aston House Church Hill Totland Bay Isle Of Wight PO39 0EU

Ref. No: 24/00931/FUL | Received: Thu 20 Jun 2024 | Validated: Thu 05 Sep 2024 |

Comment: No objection

**[Demolition of south garage wing, north-west single storey wing, eastern two storey wing & single storey northern structures; Proposed rear 'extension', orangery & greenhouse; Detached gym building and detached garage building](#)**

Former Country Garden Hotel Church Hill Totland Bay Isle Of Wight PO39 0ET

Ref. No: 24/01166/HOU |

Comment: No objection

**Honeysuckle Cottage**

**24/01351/RVC**

Window and French door position moved, rear garden external steps and low retaining wall amended to suit revised French door position, kitchen entrance door omitted, internal wall positions moved or omitted, and roof light positions moved as well as adding one additional roof light to those that have been approved. The client has requested these changes to reduce the cost of the scheme.

Comment: No objection

**Proposed extension at first floor level on side elevation; Proposed outbuilding to form garage and office**

Colwell Cottage Colwell Road Freshwater Totland Bay Isle Of Wight PO39 0AH  
Ref. No: 24/01606/HOU  
Comment: No objection

**Proposed automated gate and sensor**

Needles Headland Road Totland Isle Of Wight  
Ref. No: 24/01640/FUL

Comments: Inadequate Turning Area and Traffic Flow: The gate has been placed at a narrow section of the highway, which creates significant challenges for turning vehicles. The positioning of the gate does not allow for a safe or sufficient turning radius, potentially causing congestion especially for larger vehicles.

Risk of Vehicle Entrapment: If a vehicle, whether by accident or due to navigation error, enters this section of the highway, there is no available exit route. This is particularly concerning if another vehicle, such as a bus, approaches from behind, leading to possible traffic jams or even accidents in a confined area where no escape options exist.

Impact on Pedestrians and Cyclists: While the application suggests that the gate placement would not affect pedestrians or cyclists, there is no supporting evidence or data to verify this claim. Given the traffic and potential vehicle congestion in this area, there is a valid concern about safety. The lack of clarity on this issue has led Councillors to request further information and clarity.

*b. To receive Planning Decisions*

Application No: 24/01167/CLPUD

Location: Lyndhurst Church Hill Totland Bay Isle Of Wight PO39 0EU

Proposal: Lawful Development Certificate for proposed garden room

Decision Date: 01/10/2024 Decision: **REFUSED**

*c. To receive Tree Work Applications*

**T1 and T2; Holm Oaks - Pollard by 60% T3; Pine - Fell**

**St Winifreds Cliff Road Totland Bay Isle Of Wight PO39 0BH**

**Ref. No: 24/01465/TW |**

**Sycamore (Acer pseudoplatanus); Crown raise to 5.5 metres up from road side. Crown clean and thin Slight reduction 0.5 to 1.5m of weighted limbs over the road toward house boundary opposite. Slight height reduction 0.5m to 1m.**

Alberi 6 Woodlands Totland Isle Of Wight PO39 0FE

Ref. No: 24/01407/TW |

**Pine; removal of entire crown, before death occurs and integrity can no longer be guaranteed, leaving approx. 2m of timber above first major bifurcation, to manage as a habitat asset.**

The Rafters Warden Road Totland Bay Isle Of Wight PO39 0AD

Ref. No: 24/01621/TW |

*d. To receive Tree Work Decisions*

Application No: 24/01104/TW

Location: 1 Greenways Totland Bay Isle Of Wight PO39 0ED

Proposal: T1; Turkey Oak (Quercus cerris) to be crown raised, maintaining the natural tree shape. All crossing and dead wood to be removed and ivy removed from the stem. T2; Turkey Oak (Quercus cerris) to be crown raised, maintaining the natural tree shape. All dead wood and crossing branches removed. T3; Holm Oak (Quercus ilex) to be dismantled to 3 due to surrounding trees fighting for light and to provide a clearance to property. T4; Oak tree (Quercus robur) to be crown raised and all overhanging branches over property to be removed. T5; Monterey cypress (Cupressus macrocarpa) to have large overhanging limb removed, to allow more light to enter the property. T6; Sycamore (Acer pseudoplatanus) to remove all branches overhanging the rear garden.

**Decision: SPL**

e. *To note Appeals*

None

## 263/24 REPORTS

To receive reports as follows:

a. *Isle of Wight Councillor for Totland & Colwell - Councillor Chris Jarman*

A report was circulated and can be seen here -

<https://www.totlandparishcouncil.org.uk/wp-content/uploads/November-24.pdf>

b. *Open Spaces Report*

All tree works from the tree survey have been carried out and completed.

The Clerk continues to receive emails and phone calls regarding the hedges on Turf Walk.

The new mower has arrived and is working well on Weston.

c. *Clerk Report*

The 24/25 pay review by NALC has now been agreed and this results with an hourly increase with back pay from 1st April 2024 to 31st October 2024. Councillors agreed this back pay.

We are still unable to find anyone to help with the trough moving from the office to the roundabout. The Chairman will look into this.

Headon Warren and Warren Farm - The Clerk to arrange a date for Councillors to meet and discuss this.

There has been a leak in the flat upstairs which has caused damage to the office toilet area. A quote has been requested to repair these works.

Another excellent turnout for the Remembrance Sunday service and the office has received many 'thank yous' from people in attendance.

Baubles have been delivered to St Saviours for the Cokes Green Christmas tree. They will be displayed from the first week of December.

Freshwater Chairman has approached the Clerk with regards to bringing back an appreciation evening again for next year.

d. *To receive updates to the Totland to Colwell Sea Wall.*

A meeting will be arranged with all parties involved. ROW have provided documents and plan dated 1979 Creation of New Public Footpath from Turf Walk over Coastal Slope to old reading room on seawall - Totland Bay Hotel and Pier Company Ltd, this is very clear.

e. *Events Report*

Licensing had come back to the Clerk with regards to this event and after 8 years we now have to fence the area off and make a charge in order to ensure this is a private event otherwise stall holders would require market trading licences. We have therefore purchased some lights to go around the top of the barrier fencing and a charge of 10p will be made and donated to the West Wight Men in Sheds.

Christmas tree lights are required for Colwell and as they need to be a certain type and the cost is a little more. Rather than hiring them each year would the Council consider purchasing their own, cost £780.00 + VAT - this will be paid in full by year two if they continue to hire. Councillors agreed, proposed Councillor Cave, seconded Councillor Fennell, all agreed. Councillors asked for them to be returned each year to allow them to be stored. **RESOLVED.**

The marquee has been extended by two panels to allow more tables.

This year we will have two outside traders, the Memorial Hall will be selling mulled wine and MiS will be selling hand made items as well as collecting money at the entrance.

f. *Totland Land Drone Footage*

This is available on the website and shared by social media. Councillor like the video and thanked the drone operator for making this for the Council.

## **264/24 PROJECTS**

*New Projects for 2025/2026.*

To consider the Environmental Services for 2025/2026 - options available on an hourly basis, half day or full day.

Councillors discussed this this and decided not to take up this service.

To consider a real Christmas tree for the other side of Colwell Common (wet corner). They do require a lot of watering to grow. A resident has offered to contribute or pay. Clerk to look in to the options for this.

## **265/24 PUBLIC TOILETS**

*a. To receive and note the report regarding the recent Court Hearing.*

The Court Order for £500.00 will be paid by cheque and posted recorded delivery.

*b. To agree to prioritise Totland Beach public toilet project and obtain expert advice on all aspects of this project.*

Councillors all agreed this project was already prioritised and are making every attempt to resolve to better this facility. The website has been updated showing images of the facilities and what they offer.

*c. To agree and accept the quotation from Isle Access to help with the Totland Beach toilet access. Quotation £100.00 to include visit and report.*

The Feasibility Report that had been carried out earlier in the year was accepted as an option, however, the access to the accessible toilet caused some concerns as to the distance from the highway along with the gradient. By bringing Isle Access who offer a 'Business Consultancy Service' which includes advice to businesses for accessibility, Councillor will receive a report from experts on the accessible path matter.

## **266/24 VILLAGE HALL**

*a. To receive updates on the purchase of the Village Hall.*

Solicitors are waiting for the delayed payment agreement.

*b. To agree a working group to work on the Hall.*

A working group with Councillors Wyre, Blamire, Jarman, Fennell, Benns and Cave. A meeting will be arranged to discuss the planning.

*c. To agree for plans to be drawn up for the Village Hall extension and apply for planning permission in order that the Parish Council is in a position to proceed with this as soon as possible.*

Councillor Wyre had produced a first version and all Councillors will receive a copy and asked to comment.

## **267/24 MEMORIAL HALL**

*a. To receive an update to the registration.*

The matter is still progressing with Land Registry and it is rather difficult to provide an estimated time frame given the current delays with Land Registry processing applications, they state that this is still due to covid. I will receive a notification from Land Registry if they have any questions regarding the application or, confirmation of completion of registration.

If the Councils require the application to be dealt with quickly, the delay is causing hardship or delaying an ongoing transaction, we can submit a request to expedite the application with Land Registry.

*b. To receive an update from the meeting held 10th October 2024 with Freshwater Parish Council to discuss the Memorial Hall Arts and Leisure Company lease.*

Totland Clerk has retyped the Lease with some agreed changes and forwarded to Freshwater Parish Council for input. Overall the lease would just be modernised with some clarifications around who looks after what - ie. PC's outside, MH Committee inside.

The Chairman of Freshwater Parish Council explained funds were not available to purchase Totland's third. They were also informed that Totland Parish Council would not contribute towards the repairs or replacement of the lift to access offices only.

The Clerk has also been approached by the FYT CIC group about whether Totland Parish Council would consider donating their 1/3rd of the Memorial Hall to them if Freshwater Parish Council does not want to take on fully. This would be deferred to another meeting.

**268/24 CONSULTATIONS**

To acknowledge the current consultations and act/reply as necessary.  
Dogs public areas - noted  
Warren Farm - arrange meeting.

**269/24 CORRESPONDENCE**

*To receive correspondence and agree action.*  
Letter and report Colwell Common Path.  
Only part of this request comes under Totland Parish Council, however, if this is referred to the Isle of Wight Council or Island Roads this is likely to just be added to a list of request which will not go anywhere. Therefore, the Clerk to find out if any works are allowed on the Common in the first instance. After this a meeting will be arranged to discuss this with the resident and arrange for quotations for works to be carried out. Once the quotations have been received this will be brought back to full council.

**270/24 ANY OTHER BUSINESS**

*No decisions can be made under this item, however, Councillors can bring any matters up at this point that do not appear on the Agenda.  
If a decision is to be made this will be added to the next Agenda.*  
None

Meeting closed 8.15pm.

Signed Chairman .....

Date .....