



NEWPORT & CARISBROOKE COMMUNITY COUNCIL

www.newportwight.org.uk



MINUTES OF THE FULL COUNCIL MEETING OF NEWPORT & CARISBROOKE COMMUNITY COUNCIL HELD ON MONDAY 9th JUNE 2025 AT 64 HIGH STREET COMMENCING 6PM.

Councillors Present: Cllrs. Vix Lowthion (Chair), Andrew Garratt, Ray Harrington-Vail, Julie Jones-Evans (Vice-Chair), Terry Martin, Matthew Price, Louise Rippon, Stephen Rushbrook, Eva Shaw, Michael Smith and Tamsin Verrinder.

| | |
|-------------------------------|----------------|
| <u>Clerk:</u> | Josh Tombleson |
| <u>Public:</u> | 1 |
| <u>Outside Organisations:</u> | 0 |
| <u>Press:</u> | 0 |
| <u>Other:</u> | 1 |

PUBLIC QUESTION TIME

None.

| | |
|--------------|---|
| 3543. | <u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllrs. Ballington, Esteban and Henson. |
| 3544. | <u>SHAPING NEWPORT</u> Members were joined by Fiona Capewell, Area Regeneration Officer, and received a brief presentation on the Shaping Newport partnership. Members will be considering representatives onto the Shaping Newport steering group in the coming weeks. |
| 3545. | <u>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST</u> Cllrs. Garratt, Jones-Evans and Price declared non-pecuniary interests in matters relating to the Isle of Wight Council (IWC) as Isle of Wight councillors. Cllr. Jones-Evans declared a non-pecuniary interest in matters relating to Newport Businesses as a member of Newport Business Association. Cllr. Martin declared a non-pecuniary interest in matters relating to Gunville as a member of the Gunville Community Association. No written requests for dispensation were received. |
| 3546. | <u>MINUTES OF THE LAST MEETING AND MATTERS ARISING</u> The minutes of the annual meeting of the council held on 12 th May 2025 were presented to members. <u>RESOLVED:</u> THAT, the minutes of the annual meeting of the council held on 12th May 2025 be unanimously agreed and signed as an accurate record. |

| | |
|--------------|---|
| | <p>The minutes of the meeting of full council held on 12th May 2025 were presented to members.</p> <p><u>RESOLVED:</u> THAT, the minutes of the meeting of full council held on 12th May 2025 be unanimously agreed and signed as an accurate record.</p> <p><u>MATTERS ARISING</u> 3533. Staffing- The Clerk informed members that the staffing vacancy has now been advertised and will run for a few weeks through Facebook only to see if there is interest before expanding to local news outlets for advertisement, if required.</p> <p>3539. Members Questions- The Clerk said that he has now circulated details of the local police contact for each ward. The Clerk continues to try and get commitment for a meeting with members and will share further info when received.</p> |
| 3547. | <p><u>FINANCIAL MATTERS</u> Members were presented with payments made up to 31st May 2025 for approval.</p> <p>Cllr. Harrington-Vail asked for further information on how the council reviews its energy costs and if it uses a broker for this service. He would also like further information on VAT rates which the council may, or may not, be eligible for. He suggested that the council could consider locking into an energy tariff for around 3 years as rates are almost certainly going to rise within the next 18 months.</p> <p><u>RESOLVED:</u> THAT, the accounts paid up to 31st May 2025 be noted.</p> <p>Members received the income and expenditure report to 31st May 2025.</p> <p><u>RESOLVED:</u> THAT, the income and expenditure reports to 31st May 2025 be noted.</p> <p>Members received the balance sheet up to the 31st May 2025.</p> <p><u>RESOLVED:</u> THAT, the balance sheet up to 31st May 2025 be noted.</p> |
| 3548. | <p><u>INTERNAL AUDIT</u> Members had before them the internal auditors report for noting and consideration.</p> <p>Members thanked the RFO for the her work in securing this assuring response from the auditor in regards to how NCCC is handling its finances.</p> <p><u>RESOLVED:</u> THAT, the internal auditors report be noted.</p> |
| 3549. | <p><u>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN</u> Members had before them a copy of the 2024/2025 annual governance statement for approval.</p> |

| | |
|-------|--|
| | <p><u>RESOLVED:</u> THAT, the 2024/2025 annual governance statement be approved.</p> <p>Members had before them a copy of the 2024/2025 annual accounting statement for approval.</p> <p><u>RESOLVED:</u> THAT, the 2024/2025 annual accounting statement be approved.</p> <p>Members were asked to note the dates for the exercise of public rights to inspect the accounting records. These dates are Wednesday 11th June to Tuesday 22nd July inclusive.</p> <p><u>RESOLVED:</u> THAT, the dates for members of the public to exercise their right to inspect the accounting records be noted.</p> |
| 3550. | <p><u>FINANCE COMMITTEE</u></p> <p>Members had before them a draft term of reference for the newly established finance committee.</p> <p>Cllr. Jones-Evans proposed that the wording “financial or personal” in bullet point 2 under item 9 (Conduct and Conflicts of Interest) be changed to Pecuniary and Non-Pecuniary, to match other the terminology used in other documents used by the council.</p> <p>Some members were unsure as to some of the terminology used, and therefore the Clerk suggested that an alteration could be made to “Pecuniary or Non-Pecuniary (Financial or Personal) interest”.</p> <p><u>RESOLVED:</u> THAT, the terms of reference for the finance committee be approved and adopted by the committee with the above alteration to “Pecuniary or Non-Pecuniary (Financial or Personal) interest”.</p> <p>Members received a list of future finance committee meeting dates.</p> <p>Cllr. Verrinder objected to the meeting dates as she was unable to make the dates and times proposed. It was also recognised that she had not been included onto the committee, though it was felt she had asked to be. The Clerk said this would be ratified at the next meeting to include her onto the committee.</p> <p>After a short discussion about member availability, the chair of the finance committee, Cllr. Garratt, suggested that the first two meetings take place as proposed, and some further work to establish the most inclusive availability is carried out before future dates are set.</p> <p><u>RESOLVED:</u> THAT, the first two meetings take place as proposed on Monday 21st July and Monday 15th September, both commencing at 10am, and some further</p> |

| | |
|--------------|--|
| | work to establish the most inclusive availability is carried out before future dates are set. |
| 3551. | <p><u>TOM WOOLGAR</u> Members were asked to consider the appointment of two additional trustees for the Tom Woolgar Trust.</p> <p>Cllrs. Martin and Lowthion were nominated.</p> <p><u>RESOLVED:</u> THAT, Cllrs. Martin and Lowthion be appointed as trustees for the Tom Woolgar Trust.</p> |
| 3552. | <p><u>GROUND MAINTENANCE CONTRACT</u> At the May meeting of the Assets & Facilities committee, the grounds maintenance tenders were considered and put forward the following recommendation for this meeting of full council.</p> <p style="padding-left: 40px;">“The Assets & Facilities committee recommend to award the grounds maintenance contract to Contractor A. The committee also recommends removing the allotment hedge cutting from the contract, and also to inform the awarded contractor of likely changes to the requirements for Clatterford Recreation Ground as changes of use are considered.</p> <p style="padding-left: 40px;">It is recommended to appoint Contractor C for the Riverbank.”</p> <p><u>RESOLVED:</u> THAT, NCCC accept the recommendation of the Assets & Facilities Committee that the grounds maintenance contract be awarded to Contractor A and the work on the Riverbank be awarded to Contractor C.</p> <p>Contractor A is John O'Connor and Contractor C is Newport Greenblades.</p> |
| 3553. | <p><u>SECTION 19 FLOOD REPORT</u> Prior to the meeting, a copy of a paper produced by a local resident, on resident views regarding the Section 19 flood report had been circulated to members. The resident has asked that NCCC consider supporting the paper, and that the council express this to the IWC flooding officer.</p> <p>Members expressed their appreciation for the resident taking the time and effort to construct this paper and acknowledged that it had clearly been very well thought through. The council would also like to thank the resident for an excellent piece of work and bringing this to our attention. It was proposed that the council support the paper but subject to any errors or omissions there in.</p> <p><u>RESOLVED:</u> THAT, NCCC support the paper, subject to any errors or omissions there in, and communicate this to the IWC Service Director for Waste, Environment and Planning Community Services, Natasha Dix.</p> |
| 3554. | <p><u>HEALTH AND WELLBEING WORKING PARTY</u> Cllr. Rippon, who has voluntarily taken the lead for the HWWP, provided a brief update on the first meeting of the working party, and asked members to consider approving the mission statement before them.</p> |

| | |
|-------|---|
| | <p>Cllr. Jones-Evans asked if a reference could be made to collaborative working with Shaping Newport within the statement in recognition of the partnership. Cllr. Lowthion suggested that working with Shaping Newport be included as an action point as opposed to a reference within the core mission statement. Cllr Jones-Evans was content with this.</p> <p><u>RESOLVED:</u> THAT, the mission statement be approved and adopted for the HWWP and collaborative working with Shaping Newport be included as an action point.</p> |
| 3555. | <p><u>ENVIRONMENT OFFICERS</u></p> <p>Following the deferment of the item from the April meeting of full council, members were asked to consider reducing the NCCC funding to the IWC, to support 4 days per week of enhanced environment officer presence in Newport & Carisbrooke, to 1 day per week, with a review taking place as part of the 2025/2026 budget setting process.</p> <p>Members engaged in a comprehensive discussion on the issue, recognition of the problems which have arisen to lead to this point, what the council would like to see from the service, and how it would like to monitor activity from the service going forward.</p> <p>A proposal was made by Cllr. Jones-Evans that NCCC continue with its previous commitment of 4 days per week, and monitor the service to meet what is expected by the council.</p> <p>There was a good level of member participation in the discussion, and a definite split of members for and against both the proposal made by Cllr. Jones-Evans and also the recommendation made by the Clerk before them. Although no alternative proposals were put forward, some members made it clear they were proceeding cautiously.</p> <p>Cllr. Price reiterated that NCCC will review as part of the 2026/2027 budget setting process.</p> <p><u>RESOLVED:</u> THAT, NCCC notify IWC that it would like to continue with 4 days per week coverage, and regular reports and monitoring to take place.</p> <p><u>RESOLVED</u> THAT, the meeting be extended by up to 30 minutes in order to transact any remaining business.</p> |
| 3556. | <p><u>ASSETS & FACILITIES COMMITTEE</u></p> <p>The Chair presented the minutes of the Assets & Facilities Committee meeting held on Tuesday 20th May 2025.</p> <p><u>RESOLVED:</u> THAT, the draft minutes of the Assets & Facilities meeting held on Tuesday 20th May 2025 be noted.</p> |
| 3557. | <p><u>COST OF LIVING</u></p> |

| | |
|--------------|--|
| | No updates given. |
| 3558. | <p><u>CLERK'S REPORT</u></p> <p>The Clerk provided members with an overview of a grant application which had been received from IW Story Festival, seeking £800 to pay for local authors to deliver morning and afternoon sessions over 2 days (11th and 12th June) in selected local schools. He apologised to members that the application had been missed from the meetings agenda, and was not looking for a decision at short notice, but instead asked members to indicate their likely support and proposed amount, so that the application can be included on the July agenda, but a summary of the conversation relayed to IW Story festival so that they can decide if to proceed as planned.</p> <p>Members indicated they would be supportive of the application for the full amount and happy for the Clerk to convey this summary to the IW Story Festival.</p> |
| 3559. | <p><u>REPORTS FROM OUTSIDE BODIES</u></p> <p>Cllr. Smith gave an overview of the workshops and training for councillors coming soon and said that IWALC have committed to giving regular reports directly to councils.</p> |
| 3560. | <p><u>MEMBERS' QUESTIONS</u></p> <p>Cllr. Verrinder asked about what powers the council and its members have to report derelict buildings, and an example of a building which had brought this to her attention. Cllr. Lowthion said that she had also flagged this with the local planning enforcement officer, who will go out and review the building in question and makes a determination as to whether the criteria has been met for intervention.</p> <p>The Clerk said that at the last meeting, members had asked the Clerk to express an interest in the council undertaking Bullying and Harassment training. He said that IWALC have put this forward to the training team and suggested that the ethics training being held in July should cover this. The Clerk encouraged members to re-visit the IWALC training link previously shared with members and book on if interested.</p> |
| 3561. | <p><u>HEALTH & SAFETY</u></p> <p>The Clerk said that the sleeping policeman have now arrived and will be installed at Victoria recreation Ground this week. He provided members with an overview as to why these were required.</p> |
| 3562. | <p><u>NEXT AGENDA</u></p> <p>Committee Memberships</p> |
| 3563. | <p><u>NEXT MEETING – DATE, TIME AND LOCATION</u></p> <p>The next meeting of Newport & Carisbrooke Community Council will be held on Monday 14th July, commencing at 6.00pm at 64 High Street.</p> |
| 3564. | <p><u>EXCLUSION OF THE PRESS AND PUBLIC</u></p> <p><u>RESOLVED</u> THAT, NCCC approve the following motion:</p> <p>Exclusion of the Public and the Press To move the following motion: 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</p> |

| | |
|--------------|--|
| | <p>instructed to withdraw in accordance with the requirements of the Public Bodies (Admission to Meetings) Act 1960 s1(2) and Standing Order 63.</p> <p>Cllrs. Rippon and Price left the meeting.</p> |
| 3565. | <p><u>Additional Unit Rental</u></p> <p>Members had before them a paper produced by the Clerk outlining an opportunity to rent an additional workshop, adjoining the current workshop at Odessa Boatyard, and what terms are being offered.</p> <p>Members were supportive of the opportunity and acknowledged the need for additional workshop space, and also storage for community council assets such as the digger.</p> <p><u>RESOLVED:</u> THAT, NCCC proceed with the rental of the additional workshop space at Odessa Boatyard on the terms outlined.</p> |

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

CHAIR
