

**MINUTES OF THE ANNUAL MEETING OF BRIGHSTONE PARISH COUNCIL HELD AT
BRIGHSTONE METHODIST CHURCH ON WEDNESDAY 7TH MAY 2025 AT 7.30PM.**

PRESENT: Cllr J Cirrone (Chairman), Cllr D Alldred, Cllr D Wavell, Cllr N Maclellan, Cllr J Frost,
Cllr T Prior, Cllr E Nicholson and Cllr N Stuart (Ward Cllr)
Mrs Joy Walker (clerk)

No members of the public were present.

**1. TO RECEIVE NOMINATIONS AND TO ELECT A CHAIRMAN OF THE COUNCIL FOR
2025/26 AND SIGN THE ACCEPTANCE OF OFFICE.**

Cllr N Stuart proposed re-electing Cllr J Cirrone as Chairman.

Seconded by Cllr J Frost.

There were no other nominations.

All agreed to elect Cllr Cirrone as Brighstone Parish Council's Chairman.

Cllr Cirrone signed the Acceptance of Office.

**2. TO RECEIVE NOMINATIONS AND TO ELECT A VICE CHAIRMAN OF THE COUNCIL
FOR 2025/26.**

Cllr J Cirrone nominated Cllr D Wavell Seconded by Cllr T Prior.

There were no other nominations.

All agreed to elect Cllr Wavell as Brighstone Parish Council's Vice Chairman.

**3. TO RECEIVE COMPLETED ACCEPTANCE OF OFFICE AND REGISTERS OF
FINANCIAL AND OTHER INTERESTS FORMS.**

Councillors signed their copies and the Clerk duly counter-signed all.

4. APOLOGIES FOR ABSENCE.

None.

5. DECLARATIONS OF INTEREST.

None

6. MINUTES.

The Minutes of the Full Council Meeting of the 9th April 2025 having been previously circulated and read were confirmed as a correct record and signed by the Chairman.

7. TO ELECT MEMBERS TO THE CEMETERY AND PLANNING COMMITTEES.

Cemetery Committee members:

Cllr J Cirrone, Cllr D Alldred, Cllr D Wavell and Cllr T Prior.

All Councillors agreed

Planning Committee: All Councillors

All Councillors agreed

8. TO ELECT MEMBERS AS REPRESENTATIVES ON OUTSIDE BODIES.

Wilberforce Hall: Cllr D Alldred

All Councillors agreed

IWALC: Cllr J Cirrone and Cllr N Stuart

All Councillors agreed

B'Stone & District Newsletter: Cllr E Nicholson and Cllr N Maclellan	All Councillors agreed
IW Sports & Rec. Council: Cllr J Cirrone	All Councillors agreed
Police Liaison: Cllr N Stuart	All Councillors agreed
Brighstone Reading Room: Cllr T Prior and Cllr D Wavell	All Councillors agreed
Seely Hall: Cllr N Maclellan and Cllr E Nicholson	All Councillors agreed
Brighstone Recreation Ground: Cllr J Frost Deputy Cllr J Cirrone	All Councillors agreed
Website: Cllr D Wavell and Cllr T Prior	All Councillors agreed
Waste: Cllr N Stuart	All Councillors agreed
Island Roads: Cllr D Alldred	All Councillors agreed
Brighstone Library: Cllr J Cirrone and Cllr J Frost	All Councillors agreed
School Liaison: Cllr J Cirrone	All Councillors agreed

9. TO AGREE DATES AND TIMES OF MEETINGS FROM MAY 2025 TO MAY 2026.

The Dates and Times of Meetings List having been previously circulated were agreed by all Councillors.

10. TO DISCUSS AND CONFIRM THERE ARE NO CONFLICTS OF INTEREST WITH BDO LLP

Councillors confirmed there were No Conflicts of Interest with BDO LLP and the Chairman and Clerk duly signed the form to forward to the auditors.

11. (a) TO RECEIVE THE INTERNAL AUDITORS REPORT FOR THE 2024/25 ACCOUNTS.

The internal auditors report had been prior distributed to councillors.

There were no matters to be raised in the report.

(b) TO APPROVE AND SIGN THE ANNUAL GOVERNANCE STATEMENT FOR 2024/25.

A copy of the Annual Governance had been prior distributed to councillors.

All councillors agreed each of the Annual Governance Statements and the Chairman and Clerk signed the declaration.

(c) TO APPROVE AND SIGN THE YEAR ENDING ACCOUNT STATEMENTS FOR 2024/25.

A copy of the Accounts Statement had been prior distributed to councillors.

All councillors agreed the figures and the Chairman and Clerk signed the declaration.

12. MATTERS ARISING FROM THE MINUTES.

None arising.

13. PUBLIC PARTICIPATION, ON GENERAL MATTERS, AT THE DISCRETION OF THE CHAIRMAN.

None.

14. CLERK'S REPORT AND UPDATES.

The majority of the month has been preparing documents for :

- The Annual Parish Meeting held on 29th April
- Annual Meeting of the Parish Council on 7th May
- Annual Accounts Audit
- The Internal Audit has taken place. No issues were raised and the auditor has signed the accounts. The remaining documents are now being prepared to send to the external auditor.

15. PLANNING APPLICATIONS

25/00391/LBC Felicity, Brighstone. Listed Building Consent for proposed replacement of 3 single glazed painted windows with double glazed timber painted windows.

No issues were raised. Councillors had No Objections.

16. TO RECEIVE PLANNING DECISIONS.

25/00250/HOU 37 Wilberforce Road, Brighstone. Demolition of side conservatory; Proposed single storey side extension. GRANTED.

25/00344/CLEUD Yafford Mill, Mill Farm Lane, Shorwell. Lawful Development Certificate for continued use of holiday unit B as permanent residential accommodation. GRANTED.

17. TO NOTE DATE OF POSSIBLE MID-MONTH PLANNING COMMITTEE MEETING:

Tuesday 27th May, to start at 7.30pm.

18. TO DISCUSS AND UPDATE BRINGING FORWARD THE NEW LEASE BETWEEN THE PARISH COUNCIL AND THE RECREATION GROUND COMMITTEE.

A reply had been received from the solicitor regarding the Lease.

The solicitor had divided the list of additional clauses to be included into the Lease, previously sent by the PC, into those clauses to be included in the Lease and those that should be included in the Constitution.

The Lease could be backdated to an agreeable start point eg. 1st April 2025

The first draft prepared in 2023 could be amended to include additional items.

The amended Constitution will be looked at separately but any amendments should be discussed with the Recreation Ground Committee.

A surveyor was required since a Land Registry-compliant plan was required for the Lease.

The solicitor would provide up to date costs so far and an estimated cost to conclude the Lease.

Councillors resolved to accept all points mentioned and use a surveyor suggested by the solicitor.

Proposed: Cllr J Cirrone

Seconded: Cllr D Alldred

All Councillors agreed

19. TO DISCUSS THE COST AND CONTINUED USE OF THE ENVIRONMENT OFFICER.

There had been no evidence of anything done by the Environment Officer which would justify the substantial increase by the Isle of Wight council to continue providing the service.

It was proposed that the PC no longer use the Environment Officer,

Proposed: Cllr D Alldred

Seconded: Cllr N Stuart

All Councillors agreed

20. TO DISCUSS THE REQUEST BY THE PLANNING AGENT FOR ATHERFIELD BAY CAMP FOR A MEETING WITH PARISH COUNCILLORS.

The Planning Agent had not come forward with any new development changes. The Parish Council, had already commented on the application. Shorwell PC had invited the developer to their next PC meeting on 2nd June. Brighstone PC had been invited to attend this meeting to present a united front from both parish councils. Shorwell would chair the meeting. Councillors felt they had no more to add to what was stated in the previous response but would attend the meeting at Shorwell. An email would be sent to the Planning agent to this effect.

21. TO RECEIVE REPORTS FROM BRIGHSTONE READING ROOM AND SOCIAL CLUB.

The BRR&SC were trying to arrange an `all halls` meeting.
Nothing else new to report.

22. TO RECEIVE I W COUNCILLOR'S REPORT.

Cllr N Stuart provided a written report circulated at the meeting.
Cllr Stuart is trying to restart Speed Watch.
It was raised that despite a request 18 months ago to reduce the time the lights were on at night at the pinch point, the lights were still currently on all night.

23. RISK ASSESSMENT CHECKS FOR MAY.

All risks done.
For future meetings councillors were asked to report any risks identified in the parish to the next meeting.
A copy of the risk assessment would be sent to new councillors.

24. ACCOUNTS FOR PAYMENT:

chq	To	Description	Net	VAT	Gross	
bp	Signs of Cheshire	Balance Noticeboards	1549.50	308.10	1857.60	(Raised 22nd April)
bp	Tulip Ltd	Planters	313.81	62.77	376.58	(Raised 28th April)
bp	Island Cleaning Solutions	Toilet Cleaning April 2025	301.17	0.00	301.17	
bp	Mrs J Walker	Salary April 2025	946.75	0.00	946.75	
bp	Tim Prior	Installation New Notice Boards	197.50	0.00	197.50	
bp	Dryad Woodland Ent	Trees Maintenance Rec Gd	400.00	0.00	400.00	
bp	Wight Digital Solutions	Computer Clean Up and Check	67.50	13.50	81.00	
bp	Groundsell Contarcting Ltd	Grass Cutting April	767.86	153.57	921.43	
bp	Barry Townsend	Internal Audit 2024-25	120.00	0.00	120.00	
bp	County Fencing	Postcrete for Notice Boards	19.50	3.90	23.40	
bp	Mrs J Walker	Refund Magnetic Pins	28.97	0.00	28.97	
bp	Business Stream	Water Pavilion	47.80	0.00	47.80	
bp	Business Stream	Water Cemetery	20.80	4.16	24.96	
bp	Mrs J Walker	Staionery and Printer Ink	60.02	12.01	72.03	
dd	Octopus Energy	Electric Pavilion	18.67	0.93	19.60	
dd	Octopus Energy	Electric Toilets	20.12	1.01	21.13	
dd	Biffa	Waste Collection Play Area	3.20	0.64	3.84	
dd	Pension payment	Mrs J Walker	50.88	0.00	50.88	

TOTAL	4934.05	560.59	5494.64
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LibraryA/C

bp	Business Stream	Water Library	45.86	0.00	45.86
dd	Octopus Energy	Electric Library	80.54	4.03	84.57
TOTAL			5060.45	564.62	5625.07
Proposed: Cllr D Wavell		Seconded: Cllr D Aldred		All Councillors agreed	

25. TO RECEIVE FINANCIAL STATEMENT TO 30TH APRIL 2025.

The Financial Statement had been prepared and circulated to the Parish Councillors prior to the meeting. There were no issues arising.

26. TO RECEIVE REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES.

None.

27. CORRESPONDENCE:

- A complaint regarding the cars for sale parked on the verges on the Military Road and the converted horse box had been received.
- In response to an item in the Newsletter an email had been received with suggestions for the play area.
- A request had been received for another volunteer to look after the planters at the War Memorial, the current volunteer no longer able to continue.

28. OTHER MATTERS MEMBERS MAY WISH TO RAISE.

- Water in Warnes Lane was leaking from the back of the Three Bishops pub.
- Natural Landscapes had a 10 year project agreed to build corridors linking trees and hedges around West Wight. They were looking for Councils support financially.
- PC to look at ways of communicating and encouraging residents to attend meetings. Agenda item at next PC meeting.
- Possible use of area of grass where the map used to be. Agenda item at next PC meeting.
- IWALC training for new councillors to be looked into.
- Noticeboards now in place. One planter had been damaged in transit.
- A deadline for Councillors to respond by would be included in emails from Clerk.

29. ITEMS TO BE INCLUDED IN NEWSLETTER.

Chairmans Annual report.
War Memorial Planters.

30. DATE OF NEXT MEETING:

Main Parish Council meeting on Wednesday 11th June at 7.30pm at Brighstone Methodist Church.

There being no further business, the Chairman thanked everyone for attending and closed the Meeting at 9.32pm