Clerk to Gurnard Parish Council

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**Agenda – Full Council**

Date 5th June 2025

All Parish Councillors summoned to attend a Full meeting of Gurnard Parish Council (GPC) to be held on 11th June 2025 commencing at 18:30 at Gurnard Village Hall, Westbrook Lane, Gurnard, PO31 8JR for the purpose of transacting the business set out in the agenda below:

**Before the meeting is formally opened by the Chairman there will be an opportunity for members of the Public to make comments and to ask questions.**

**AGENDA**

1. **Apologies for Absence**

To receive and approve any apologies for absence

1. **Members'** **Declarations of pecuniary and non-pecuniary Interests**
   1. To receive Members' Declarations of pecuniary and non-pecuniary Interests
   2. To receive and consider any written dispensation requests
2. **Minutes**
3. To take as read, approve and sign the minutes of the Full Meeting held on 14th May 2025
4. To take as read, approve and sign the minutes of the Annual Council meeting held on 14th May 2025.
5. **McDonald’s proposal for drive-thru in Cowes**

McDonald’s are proposing a drive through takeaway in 3 gates road. No planning application has yet been made. A paper setting out some of the pro’s and con’s of this development was distributed with this agenda.

**Proposal: that the clerk approaches the clerks of neighbouring councils (and the lead of the Cowes/Northwood Place Plan) to find out if they would welcome a response from GPC or not on the proposed application for a drive through McDonald’s in 3 Gates Rd.**

1. **Planning, Licensing & Tree Preservation Order Applications**
   1. New planning applications:
      1. 25/00701/RVC 12/05/2025 Haslemere Rew Street Gurnard Cowes Isle Of Wight PO31 8NN

[Removal of condition 5 on 22/01267/FUL which relates to visibility sight lines for the access](https://publicaccess.iow.gov.uk/online-applications/applicationDetails.do?keyVal=SW4WQVIQGNE00&activeTab=summary)

Consultation end date: 16/06/2025

* + 1. 25/00724/HOU 15/05/2025 16 Gurnard Heights Gurnard Cowes Isle Of Wight PO31 8EF

[Proposed extension to raised decking to rear and alterations to fenestration on rear elevation](https://publicaccess.iow.gov.uk/online-applications/applicationDetails.do?keyVal=SWAMC1IQ07V00&activeTab=summary)

Consultation end date: 20/06/2025

* + 1. 25/00742/RVC 19/05/2025 37 Woodvale Road Gurnard Cowes Isle Of Wight PO31 8EE

Consultation end date: 20/06/2025

* + 1. 25/00749/FUL 20/05/2025 60 Solent View Road Gurnard Cowes Isle Of Wight PO31 8JZ

[Proposed replacement dwelling and garage (revised scheme)](https://publicaccess.iow.gov.uk/online-applications/applicationDetails.do?keyVal=SWJQ9BIQGQC00&activeTab=summary)

Consultation end date: 20/06/2025

* 1. Planning decisions to note.
     1. 25/00377/FUL 21/03/2025 Land On North Side Of Westview Road Gurnard Isle Of Wight

[Retention of replacement shed to house compost toilet](https://publicaccess.iow.gov.uk/online-applications/applicationDetails.do?keyVal=ST00W4IQG1G00&activeTab=summary)

Granted – 20/05/2025

1. **To receive the following reports** (For information only)
2. Parish Council Chair
3. IW Councillor
4. Clerk to the Parish Council
5. GVHA
6. Councillors – Written reports to be submitted prior to the meeting
7. Environmental officer
8. **Finance** (Clerk)
9. To approve the cheque and electronic payments.
   1. To approve 3 payments totalling £154.04 previously paid but not yet approved at a council meeting.
   2. To approve 6 payments totalling £2,249.93 due but not approved at a council meeting.
   3. There was 1 receipt of £32.16 in the period. There were no bank transfers in the period.
10. To note the copy bank statements and bank reconciliation.
11. Approve the payment of the Annual insurance premium to Gallagher.

This payment was made in September. It was picked up during the internal audit that although this payment was approved by emails from councillors, it had not been approved at a council meeting.

1. To approve the following Annual reports and returns:
   1. Annual accounts and bank reconciliation, and internal auditor’s report.
   2. Annual governance and Accountability Return (AGAR) including:

Section 1 – Annual Governance Statement – to be signed by the Chair and Clerk.

Section 2 – Accounting statements – to be signed by the Chair and Responsible Financial Officer

* 1. Agree the dates for the exercise of public rights proposed by the RFO as 1st July 2025 to 30th August 2025.
  2. Agree the statements that there are no conflicts of interests between the Parish Council and the external auditors, BDO.

1. **Bank signatories/authorisers for account with Unity Bank** (Clerk)
2. Removal of councillors from bank mandate. Cllrs Bugden and Franklin have resigned as councillors and Cllr Nolan wishes to be removed from the bank mandate.

**Proposal: That Cllrs Bugden, Franklin and Nolan are removed from the bank**

1. Addition of councillors to the bank mandate. Cllrs Acton, Park and Wood have expressed an interest in becoming bank signatories/authorisers.

**Proposal: That councillors Acton, Park and Wood are added to the bank mandate**

1. **Registers of interest** (Clerk)

Registers of interest are due to be completed by all councillors by 11th June 2025.

Registers of interest have not yet been received from Cllrs Acton, Bustin, Fuller and Nolan.

**To note**

1. **Policy for appointing non-councillors to sub-committees** (clerk)

Following discussions that the council had at the annual council meeting it was noted that GPC don’t have a general policy for adding non-councillors to sub-committees.

**Proposed:**

1. **That existing external members of former working parties, advisory groups and sub-committees be rolled over into the 2025 sub-committees**
2. **The inclusion of representatives from specific outside organisations, stakeholder groups, consultants etc. should be would be stated the Terms of Reference of each individual sub-committee as appropriate to the specific scope and purpose.**
3. **Additional vacancies in sub-committees should be advertised via GPC website and Worsley Road noticeboard with a clear** **indication of skills or expertise the sub- committee is looking for.**
4. **External consultants and group representatives will not regularly sit on any sub-committee ​but will receive notes/minutes once these are agreed by full GPC.**
5. **Terms of Reference (ToR) for GPC Active Travel Routes in Gurnard Sub-Committee**

The first meeting of the new GPC Active Travel Routes in Gurnard sub-committee will be held on

16th June at Gurnard Primary School. A draft of the ToR has been circulated with this agenda.

**Resolved: that the ToR for the Active Travel Routes in Gurnard Sub-Committee is approved.**

1. **Annual Plan** (Clerk)

A draft of an annual plan for GPC was circulated with the agenda, as resolved at the May Full meeting.

**Proposed: That councillor are requested to review this plan and additions or amendments.**

1. **2nd Village event on the weekend of 4th to 6th July 2025** (chair)

Gurnard Parish Council are asked to support this event with the following:

**Proposed:**

1. **Gurnard Parish Council have a stall at the event showing what GPC have done and to ask what the Parish would ask GPC to do.**
2. **That a budget of £200 be approved to facilitate this.**
3. **That the event is publicised on the GPC website**

**Richard Shaul**

**Clerk to the Parish Council**