

# Chillerton & Gatcombe Parish Council

## Clerk's Report - as at 31<sup>st</sup> October 2023

### PLANNING

Following the October Meeting the Planning Enforcement Team was approached, as suggested, about the works at Cozy Cottage. The following reply was received:

*"...I advise that the IOW Council Planning Enforcement Officers, where possible, are duty-bound to work with people who have breached planning controls to amicably regularise breaches. While the Council is keen to ensure compliance and does not condone wilful breaches of planning control, both the law and government guidance is clear that planning enforcement action is discretionary, and any enforcement action must be proportionate to the harm generated by the unauthorised development.*

*In this instance the authority took a proportionate approach to the breaches of planning control in line with Section Under Section 172(1) of the Town and Country Planning Act 1990. Please be advised that officers are only permitted to take formal enforcement action where they consider it expedient to do so, having regard to the provisions of the development plan and other material considerations. (please refer to the Isle of Wight Planning Enforcement Strategy attached)*

*Following a full and thorough review of the matter officers considered further interaction with interested parties would not be conducive or expedient in resolving the matter at hand, given that application have now been received and validated. I am of the realisation that full compliance to remedy the breaches of planning control via a retrospective planning application may not have delivered the complete satisfaction that the complainants are looking for, however, it will mean that the Local Planning Authority has done as much as is humanly possible towards this aim."*

*A response from the Planning Department has also been received with regard to parishioners concerns about new road access point near Gatcombe House/Sandy Lane.*

*"...For you information, following your concerns raised, the planning enforcement team contacted Island Roads on 22<sup>nd</sup> September 2023 requesting a highways assessment was undertaken, this assessment later took place on 28<sup>th</sup> September 2023. Whilst Island Roads concluded that the access was not safe or suitable, looking at the history of the site, it appears that vehicular access has been in situ for 10 years. The agricultural access is therefore immune from planning enforcement action and the Local Planning Authority cannot pursue further enforcement action. Island Roads have expressed they also do not have the power to request further action. Thank you for bringing the matter to the teams attention, however the planning enforcement case has now been closed."*

As per the email (circulated on 10<sup>th</sup> October) from the IWC Planning Department - the cost of purchasing 1 day per week of a planning enforcement officer has been stated to be £8k per year. There has been discussion on the Clerks' network about the feasibility of adopting pooled approach to this - though concerns about costs, operational prioritization and volume have been raised. At the time of writing the head of Planning has not responded to specific enquiries about pooling.

### HEALTHY COMMUNITIES

#### Newsletter / Parish Survey

Further to the question posed at the October Meeting, the IWC Monitoring Officer has confirmed that it is permissible to include local Church contacts within the Parish newsletter. It is anticipated that draft newsletter will be available for approval before the meeting.

### **Website**

Cllr Garish and myself were first able to meet on 31<sup>st</sup> October to discuss the website. A verbal report will be provided to the Meeting.

### **Community Speedwatch Scheme**

The Parish Council's application for the scheme has been accepted and volunteer training is being scheduled. In due course it will be necessary to purchase some high visibility vests (BS EN 471 standard). These appear to be available relatively cheaply: circa £3-4 per item. The hope is to borrow the IWC's speedgun for the first 3 months of activity; thereafter the Council would need to purchase its own.

### **Defibrillator**

St Olaves' diocese have said that they feel unable to provide a powered location for any prospective new defibrillator. However, we have become aware of a second, publicly accessible, defibrillator in the Parish: located at the Jewellery Cabin on Sheat Farm Manor Lane.

The Chillerton Village Hall defibrillator has been registered with the Isle of Wight Defibrillator Charitable Trust ([About Us - IOW Defibrillators](#)) who have also offered to undertake regular maintenance inspections.

### **Conservation Status for Village of Gatcombe**

Further to October Meeting it was requested that consideration be given to applying for Conservation Status for the village of Gatcombe. The process, which involves contacting the IWC and asking them to make an application, is outlined here:

[Designating and Managing a Conservation Area | Historic England](#)

Cllr Phillips has advised that news of this proposal has generated negative feedback from parishioners within Gatcombe.

## **ENVIRONMENTAL IMPROVEMENTS**

### **Green Waste**

Both the IWC and several private companies have been approached about grass clippings disposal. At the moment the best option is a large bag (builders' bag size) charged at £30 per removal. A second compost bin might provide for better composting with the product offered to the Village (see below).

### **Tree Work on the Village Green**

...was undertaken in early October. The chippings were offered to villagers via YPM for mulch. It has been suggested that the logs could form the basis of a second compost bin (see below) and a contractor has provided a quote of £120 for undertaking this work.

### **Blue Pipe in the Brook**

It has been a struggle to get a formal response from Southern Water in respect of this. However, Southern Water do appear to have made some attempts to make the siting more 'discreet'.

### **War Memorial**

The memorial plaque was installed in September. Lay reader, Richard Smout, has agreed to conduct a commissioning / remembrance service at 11:00am on Fri 10<sup>th</sup> November.

## **COUNCIL MATTERS**

### **GDPR**

As per the September Meeting we have subscribed to Satswana and solicited their advice on record keeping and data protection practice. The key part of the response is as follows: *"...Ideally the clerks/staff/councillors should have dedicated IT...All communication should be within a closed user group – easy option there is to ensure that all communication is done on a @C&GPC e-mail address – no exception as any Breach from a personal lap top/address takes some explaining especially to the ICO or legally.*

*Any portable device whether encrypted or not is not best practice – we certainly don't endorse this and again if a breach occurs it draws unwarranted attention to an organisation – its seen as old fashioned and unprofessional – despite that it happens quite regularly in organisations like the MOD and Police.*

*Encryption is key – check with your IT provider to ensure that you are encrypted, just Microsoft encryption is enough but if everybody is operating from different devices you may have some weak links. You don't need a gold-plated solution – you are a council, not GCHQ and even their systems are constantly being probed and exploited. If you have a breach and you're encrypted you are bullet proof – the ICO don't even want it reported (but still report it to us so we can record it and cover you – and you can say 'we've already reported ourselves' which dissolves that threat quite nicely)...*

*There's a lot more to the DPA 2018 Virgil but that's enough to assimilate for the moment – tell me what you need and I'll help..."*

The implication is that the Council shouldn't be using personal devices to conduct council business. The advice is that there should be a dedicated machine with encryption and a backup facility for the core business and records and that councillors should use dedicated email addresses for council business.

### **Insurance**

The Council's current insurance policy with Gallagher / Hiscox expires on 10<sup>th</sup> January 2024. We are awaiting an updated renewal quote to compare with last year's £436, which will also include an extension to include the new War Memorial and (potentially) new IT equipment.

### **Review of polling Stations**

The following email was received from IWC on 2<sup>nd</sup> October: *"In accordance with the Representation of the People Act 1983 a review... of the Polling Districts and Polling Places... must be carried out every five years, and any alterations will become effective from 1st February 2024, The current local structure is also attached"*

- *Central Rural F1 Arreton Parish of Arreton Arreton Community Centre*
- *Central Rural F2 Chillerton and Gatcombe Parish of Chillerton and Gatcombe Chillerton Village Hall*
- *Central Rural F3 Godshill Parish of Godshill Godshill Scout Hall*

- *Central Rural F4 Rookley Parish of Rookley Rookley Village Hall*

*Any comments or representations should be addressed to:  
[electoral.services@iow.gov.uk](mailto:electoral.services@iow.gov.uk). All comments or representations should be received  
by 10<sup>th</sup> November 2023.*

### **Training**

As per the September Meeting the Clerk has enrolled on, and successfully completed, the online Introduction to Local Council Administration qualification. In March (after one year of service) it will be possible to enroll on CILCA.

Three attendees (VP, NP and JH) will be undertaking the forthcoming IWALC Finance Training on 8<sup>th</sup> November.

### **FINANCE**

Figures as at 31<sup>st</sup> October are attached.

**Attachment**