



LAKE PARISH COUNCIL – AGENDA 11 APRIL 2024

You are hereby summoned to attend a meeting of Lake Parish Council to be held on **Thursday 11 April 2024 at 7.00 pm** at **Lake Methodist Church**, Sandown Rd, Lake, to consider the matters set out in the following agenda.

Members of the public are invited to attend the meeting.

There will be a 10-minute public forum before and after the public meeting for members of the public to ask questions and to speak on any matters relating to parish business. Written questions received will also be dealt with.

1. Apologies for absence
2. To receive any declarations of interest in agenda items
3. To confirm the minutes of the meeting held on 8 February 2024 (Paper A)
4. Matters arising from the minutes not requiring a resolution.
5. Updates from Safer Neighbourhoods Policing Team
6. Casual Vacancy – Co-option
7. Finances
 1. To approve the Payments and Receipts lists as presented for February 2024 (Paper B)
 2. To receive and note the verified bank reconciliations for February and March 2024 (Paper C)
 3. To receive and note the expenditure against budget through February 2024 (Paper D)
 4. Appointment of Internal Auditor (recommendation to use Maxine Carr for three years and change auditor in 2026/27)
 5. Decide and agree our 2024/2025 contribution to Bay Youth Project
 6. Financial Risk assessment
 7. New Road Toilets – Payments Milestones (50% paid, 30% on delivery, 20% on completion)
8. Bay Place Plan
9. Planning applications: to resolve comments on applications received.

10. Ripples
11. The Clerk
12. Isle of Wight Councillors
13. Councillors' reports
14. PUBLIC QUESTION TIME

A further 10 minutes is available for members of the public to speak on any matters relating to parish business, or tonight's meeting. Any written questions received and not considered in the earlier session will be prioritised.



Clerk

4 April 2024.



Item 3 - Paper A

LAKE PARISH COUNCIL MEETING MINUTES 8 FEBRUARY 2024

Minutes of the Meeting of Lake Parish Council held on **THURSDAY, 8 FEBRUARY 2024** at Lake Methodist Church at **19.00pm**.

PRESENT: Cllr Paul Brading, Chairman
Cllrs Michelle Abbott, Pauline Evans, Naomi Goodall, Jenny Hicks,
Sue Hardy, Adrian Whittaker and Bette Young, (Vacancy)

IN ATTENDANCE: Richard Priest (Clerk), Raine Elliss

PUBLIC QUESTIONS

There were 10 members of the public present. A member of the public asked a question regarding apple trees in Dean Close and correspondence with Island Roads over planned removal, the Chair updated members on exchanges with Island Roads and their policy on the matter, and would follow up with preferred way forward.

95/23-24 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Marshall.

96/23-24 TO RECEIVE DECLARATIONS OF INTEREST IN AGENDA ITEMS

Declarations of interest were as previously registered and recorded with addition of the dispensation for all members as Lake council tax payees when setting the precept.

97/23-24 CONFIRM MINUTES OF MEETING HELD ON 11 JANUARY 2024

Members unanimously **resolved** to approve the minutes of 11 January 2024, as a true and accurate record of the meeting, and the Chair signed them accordingly.

98/23-24 MATTERS FROM THE MINUTES NOT REQUIRING A RESOLUTION

Members noted new time of meetings as 7pm, and the Clerk updated member on notice and advert for Councillor vacancy.

99/23-24 UPDATE FROM SAFER NEIGHBOURHOODS POLICING TEAM

Police Community Support Officer Jackie May updated members on recent incidents in Lake, and introduced PC's Trickey and Carey as Neighbourhood Officers, and noted success of Bike Coding weekend, removal of Vapes from local convenience stores, and collection of knife following reporting by Parish Council.

100/23-24 FINANCES

a) To approve the Payments and Receipts lists as presented for January 2024

The Chairman proposed and Cllr Hardy seconded, with members unanimously approving, the payments and receipts list as presented.

b) To receive and note the verified bank reconciliations for January 2024

Members unanimously agreed and noted the bank reconciliation for January 2024 and the Chair signed accordingly.

c) To receive and note the expenditure against budget through January 2024

The expenditure against budget through January 2024 was noted, and members commented on improved state of finances, and also noted cost pressures.

d) Public Works Loan Board Update

The Clerk updated members on the Loan, and the Chair signed off the draw down request, with a Council briefing being planned for March to agree the details of the project with a report to April meeting.

e) Approval of 2024/2025 Budget

The chair proposed, and members unanimously supported, 15 minute adjournment of meeting to consider updated draft Council budget. Members then noted provision for youth services, work on Revetment Toilets subject to solution to broken pipe, and other developments were discussed.

RESOLVED:

Members unanimously resolved that the 2024/2025 Budget of £275,093 be approved, including PWLB provision.

f) Setting of 2024/2025 Precept

Members unanimously resolved the precept demand of £275,093 be set for 2024/2025, the band D equivalent of £162.90 per year.

101/23-24 THE BAY PLACE PLAN

The Chair updated members on the progress of the Place Plan with meeting planned for later in the Month. Members voted not to contribute to the costs of the Report Presentation, members also unanimously approved that Cllrs Brading and Whittaker are Lake PC's representatives on the Steering Group, with the 2 year appointment subject to the 2025 local council elections.

102/23-24 PLANNING APPLICATIONS: TO RESOLVE COMMENTS ON APPLICATIONS RECEIVED

The Chair updated members of applications that had been circulated, and thanked Raine for circulating details.

103/23-24 EVENTS COMMITTEE

Members noted planned briefing in June, and Cllr Brading confirmed he had been in contact with Cllr Marshall and hoped he would be involved with the meeting.

104/23-24 RIPPLES

Cllr Brading thanked Cllr Evans for her work on the new Edition, and for liaising with Mrs Marshall and the printers.

105/23-24 CLERKS REPORT

The Clerk circulated the report, and members noted ongoing correspondence with IWC and Southern Water regarding the Broken Pipe at Revetment Toilets. XXX

106/23-24 ISLE OF WIGHT COUNCILLORS

Cllr Brading updated members on plans for Copse Mead, working with Natural England on dog walking space and environmental project, the relocation of proposed mobile phone mast from Rugby field and correspondence regarding proposed roadworks at Roseway and Station Approach.

107/23-24 COUNCILLORS' REPORTS

Cllr Hicks noted IT issues, Cllr Hardy noted IWALC training course on Equality and Diversity, and Cllr Whittaker updated members on Bay Revetment/Promenade Working Party proposals for signage with updated draft designs to be circulated. Cllr Brading updated members on new flag, and Raine would circulate costings. Cllr Brading also noted discussions with Men in Sheds regarding repair to the Notice Board.

108/23-24 PUBLIC QUESTION TIME

A member of the public asked about increase in flytipping in and around the Rugby and Football grounds, and a way forward would be to establish a Lake Green Towns group.

Meeting Closed 9.15 pm.

Item 7(1) - Paper B

Cashed	#	Date	Recipient	Details	Value	NET	VAT
February	080	05/02/2024	Sandown Town Council	SLA Back Office Q4 2022/2023	2500.00	0.00	2500.00
February	081	05/02/2024	Observer	Public notice	92.40	77.00	15.40
February	082	05/02/2024	Wight Computers	Domain name Lake parish council	15.59	12.99	2.60
February	083	05/02/2024	Sports foundation	£10 set up cost then SS	10.00	10.00	0.00
February	084	12/02/2024	Flying Colours	Lake Parish Flag	131.46	109.55	21.91
February	085	20/02/2024	SSE Southern Electric	Electricity - New Road	663.27	631.69	31.58
February	086	01/02/2024	PWLB	Public Works Loan Repayment	1173.14	1173.14	0.00
February	087	28/02/2024	T Forbes	Ripples Honorarium - Delivery	178.00	178.00	0.00
February	088	28/02/2024	K Marshall	Ripples Honorarium - Editorial	25.00	25.00	0.00

Cashed	Paying in slip	#	Date	Details	Value	NET	VAT
February	500151	065	05/02/2024	WC Income	7.20	7.20	0.00
February	500122	066	05/02/2024	WC Income	3.40	3.40	0.00
February	500123	067	19/02/2024	WC Income	9.20	9.20	0.00
February	500124	068	22/02/2024	Rotary	168.00	168.00	0.00
February	500124	069	26/02/2024	WC income	10.10	10.10	0.00
February	-	070	09/02/2024	Bank Interest (Dep)	71.36	71.36	0.00

	April	May	June	Quarter 1	July	August	Sept	Quarter 2	Oct	Nov	Dec	Quarter 3	Jan	Feb	Mar	Quarter 4	Totals
Opening Balance																	
Unpresented cheques carried over / Correction																	
Transfer			60000							12,749.28				10,000.00	200,000.00		
Expenditure																	
Administration - Audit	37,566.37			250.00				0.00	0.00	504.00	0.00	0.00	504.00	0.00	0.00	0.00	754.00
Administration - Equipment	18,486.87			0.00				0.00	0.00	8.00	0.00	0.00	8.00	0.00	0.00	0.00	8.00
Administration - Insurance			1,632.64	1,632.64				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,632.64
Administration - Loan (PWLB - Fairway Football Field)				0.00		1,173.14		1,173.14	0.00	0.00	0.00	0.00	0.00	1,173.14	0.00	0.00	2,346.28
Administration - Phone				0.00				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administration - Professional Services - Misc (Legal Advice Etc)				0.00				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administration - Professional Services - SLA	2,700.00			2,700.00				2,500.00	0.00	2,500.00	0.00	2,500.00	0.00	2,500.00	0.00	2,500.00	10,200.00
Administration - Accounting Software				0.00				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administration - Stationary and Photocopying	38.39			38.39				7.80	0.00	7.80	0.00	7.80	0.00	0.00	0.00	0.00	46.19
Administration - Subscriptions IWALC & SLC				0.00				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administration - ICT - Email				72.00				0.00	0.00	0.00	0.00	36.00	0.00	15.59	0.00	0.00	123.59
Adverts and Publicity - Adverts				0.00				0.00	0.00	0.00	0.00	0.00	0.00	92.40	0.00	0.00	92.40
Adverts and Publicity - ICO				35.00				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35.00
Adverts and Publicity - Ripples Distribution	178.00		178.00	178.00		178.00		178.00	0.00	178.00	0.00	178.00	0.00	178.00	0.00	178.00	1,068.00
Adverts and Publicity - Ripples Honorarium	1,210.60		1,210.60	3,631.80		1,541.40		1,541.40	0.00	1,384.00	0.00	1,384.00	0.00	1,219.60	0.00	1,219.60	7,776.80
Adverts and Publicity - Ripples Printing				25.00		25.00		25.00	0.00	25.00	0.00	25.00	0.00	25.00	0.00	25.00	150.00
Adverts and Publicity - Word Press				0.00		0.00		0.00	0.00	156.00	0.00	156.00	0.00	0.00	0.00	0.00	156.00
Adverts and Publicity - Website - Domain Name				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Civic and Grants - Christmas				0.00		0.00		0.00	0.00	0.00	0.00	189.59	0.00	0.00	0.00	0.00	189.59
Civic and Grants - Events - Coronation	538.80		119.41	708.21		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	708.21
Civic and Grants - Grants S137				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Civic and Grants - Remembrance				0.00		0.00		0.00	0.00	40.00	0.00	40.00	0.00	0.00	0.00	0.00	40.00
Council and Councillors - Chair Allowance	300.00			300.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
Council and Councillors - Cllr training				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	131.46	0.00	0.00	431.46
Council and Councillors - Hall Hire				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provisions - Beach				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provisions - Beach - Bouys				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provisions - Dog Bins				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provisions - Fairway Park Tree work				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provisions - Fairway Park Grass Cutting				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provisions - Youth Offer	133.01			266.02		266.02		266.02	931.07	266.02	133.01	399.03	0.00	10.00	0.00	0.00	1,586.12
Provisions - Parish Improvement				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provisions - Thurles Green				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provisions - IWC Grounds Maintenance	10,589.70			10,589.70		0.00		0.00	0.00	7,393.20	0.00	7,393.20	0.00	0.00	0.00	0.00	3,209.49
Toilets - Clean	2,928.30			13,039.09		4,254.20		2,127.10	6,381.30	2,127.10	2,127.10	4,254.20	2,127.10	2,127.10	2,127.10	2,127.10	25,801.69
Toilets - Rebuild New Road				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Toilets - Repair				138.00		391.20		0.00	0.00	12,749.28	0.00	12,749.28	0.00	0.00	0.00	0.00	13,278.48
Toilets - Service and Testing				198.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	198.00
Toilets - Utilities Electric				888.97		571.64		571.64	571.64	557.23	0.00	557.23	94.35	663.27	0.00	757.62	2,775.46
Toilets - Utilities Water				0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unbudgeted	62,727.00		6,000.00	68,727.00		0.00		0.00	0.00	2,345.00	0.00	2,345.00	0.00	0.00	0.00	0.00	71,072.00
Total Expenditure	81,368.80	7,943.21	17,909.50	107,221.51	3,229.03	12,904.16	3,934.52	20,067.71	3,673.15	26,905.19	4,788.86	33,006.93	3,441.05	4,788.86	0.00	8,229.91	168,526.06

Item 7(3) - Paper D

Code	Budget Line - Spend	Q1	Q2	Q3	Q4	Total	Budgeted	Remaining	To be spent	%
001	Administration - Audit	250.00	0.00	504.00	0.00	754.00	840.00	86.00	86.00	89.8%
002	Administration - Equipment	0.00	0.00	8.00	0.00	8.00	500.00	492.00	8.00	1.6%
003	Administration - Insurance	1632.64	0.00	0.00	0.00	1,632.64	1,587.00	(45.64)	1,632.64	102.9%
004	Administration - Loan (PWLB - Fairway Football Field)	0.00	1173.14	0.00	1,173.14	2,346.28	2,347.00	0.72	2,346.28	100.0%
005	Administration - Phone	0.00	0.00	0.00	0.00	0.00	300.00	300.00	300.00	0.0%
006	Administration - Professional Services - Misc (Legal Advice Etc)	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.0%
007	Administration - Professional Services - SLA	2700.00	2500.00	2,500.00	2,500.00	10,200.00	10,800.00	600.00	10,200.00	94.4%
008	Administration - Accounting Software	0.00	0.00	0.00	0.00	0.00	1,139.00	1,139.00	1,139.00	0.0%
009	Administration - Stationary and Photocopying	38.39	0.00	7.80	0.00	46.19	200.00	153.81	46.19	23.1%
010	Administration - Subscriptions IWALC & SLC	0.00	0.00	0.00	0.00	0.00	895.00	895.00	895.00	0.0%
011	Administration - ICT - Email	72.00	0.00	36.00	15.59	123.59	200.00	76.41	123.59	61.8%
012	Adverts and Publicity - Adverts	0.00	0.00	0.00	92.40	92.40	500.00	407.60	92.40	18.5%
013	Adverts and Publicity - ICO	35.00	0.00	0.00	0.00	35.00	45.00	10.00	35.00	77.8%
014	Adverts and Publicity - Ripples Distribution	356.00	178.00	356.00	178.00	1,068.00	1,175.00	107.00	107.00	90.9%
015	Adverts and Publicity - Ripples Printing	3631.80	1541.40	1,384.00	1,219.60	7,776.80	6,974.00	(802.80)	0.00	111.5%
016	Adverts and Publicity - Ripples Honorarium	50.00	25.00	50.00	25.00	150.00	180.00	30.00	30.00	83.3%
017	Adverts and Publicity - Website - Word Press	0.00	0.00	156.00	0.00	156.00	150.00	(6.00)	0.00	104.0%
018	Adverts and Publicity - Website - Domain Name	0.00	0.00	0.00	0.00	0.00	25.00	25.00	25.00	0.0%
019	Civic and Grants - Christmas	0.00	0.00	189.59	0.00	189.59	300.00	110.41	110.41	63.2%
020	Civic and Grants - Events - Coronation	708.21	0.00	0.00	0.00	708.21	600.00	(108.21)	0.00	118.0%
021	Civic and Grants - Grants S137	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.0%
022	Civic and Grants - Remembrance	0.00	0.00	40.00	0.00	40.00	150.00	110.00	110.00	26.7%
023	Council and Councillors - Chair Allowance	300.00	0.00	0.00	131.46	431.46	1,000.00	568.54	568.54	43.1%
024	Council and Councillors - Cllr training	0.00	0.00	0.00	0.00	0.00	500.00	500.00	500.00	0.0%
025	Council and Councillors - Hall Hire	0.00	330.00	0.00	0.00	330.00	282.00	(48.00)	0.00	117.0%
026	Provisions - Beach	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
027	Provisions - Beach - Bouys	3209.49	0.00	0.00	0.00	3,209.49	3,095.00	(114.49)	0.00	103.7%
028	Provisions - Dog Bins	0.00	1436.16	0.00	0.00	1,436.16	3,579.00	2,142.84	2,142.84	40.1%
029	Provisions - Fairway Park Tree work	0.00	0.00	0.00	0.00	0.00	1,672.00	1,672.00	1,672.00	0.0%
030	Provisions - Fairway Park Grass Cutting	266.02	931.07	399.03	0.00	1,596.12	1,421.00	(175.12)	0.00	112.3%
031	Provisions - Youth Offer	0.00	5000.00	0.00	10.00	5,010.00	7,500.00	2,490.00	2,490.00	66.8%
032	Provisions - Parish Improvement	0.00	0.00	77.60	0.00	77.60	2,000.00	1,922.40	1,922.40	3.9%
033	Provisions - Thurles Green	0.00	0.00	0.00	0.00	0.00	750.00	750.00	750.00	0.0%
034	Provisions - IWC Grounds Maintenance	10589.70	0.00	7,393.20	0.00	17,982.90	0.00	(17,982.90)	0.00	0.0%
035	Toilets - Clean	13039.09	6381.30	4,254.20	2,127.10	25,801.69	29,690.00	3,888.31	3,888.31	86.9%
036	Toilets - Rebuild New Road	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
037	Toilets - Repair	529.20	0.00	12,749.28	0.00	13,278.48	2,000.00	(11,278.48)	0.00	663.9%
038	Toilets - Service and Testing	198.00	0.00	0.00	0.00	198.00	1,200.00	1,002.00	1,200.00	16.5%
039	Toilets - Utilities Electric	888.97	571.64	557.23	757.62	2,775.46	7,130.00	4,354.54	4,354.54	38.9%
040	Toilets - Utilities Water	0.00	0.00	0.00	0.00	0.00	4,505.00	4,505.00	4,505.00	0.0%
00Z	Unbudgeted/Unspent from last year	68727.00	0.00	2,345.00	0.00	71,072.00	0.00	(71,072.00)	0.00	0.0%
		107221.51	20067.71	33006.93	8229.91	168,526.06	97731.00	(70,795.06)	43780.14	
	Bank Balances			30-Nov	31-Dec	31-Jan	29-Feb			
	Treasurers	36,766.36	17,601.75	14,949.51	14,536.12	12,209.07	17,618.11			
	Deposit	78,520.88	78,683.59	66,093.70	66,178.11	66,246.46	56,317.82			
	Gratuity	0.00	0.00	0.00	0.00	0.00	0.00			
	TOTAL	115,287.24	96,285.34	81,043.21	80,714.23	78,455.53	73,935.93			